



Contract No. **N40084-16-R-XXXX**

GATE BARRIER AND AUXILIARY GENERATORS MAINTENANCE

AT

MARINE CORPS INSTALLATIONS PACIFIC (MCI-PAC)

CAMP SMEDLEY D. BUTLER, OKINAWA, JAPAN

BY

**FIRM FIXED PRICE (FFP) AND INDEFINITE QUANTITY AND INDEFINITE DELIVERY
(IDIQ) ORDER CONTRACT**

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0100000 – General Information		
Spec Item	Title	Description
1	General Information	
1.1	Outline of Services	<p>Except where otherwise stated, the Contractor shall furnish all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide the services outlined below and described in this Performance Work Statement (PWS) at Marine Corps Base Camp Butler, Okinawa, Japan to include Camp Foster, MCAS Futenma, and Camp Schwab. The PWS is organized into annexes. Annex 1 is "General Information". Annex 2 contains the on-site project management and administration requirements. Annexes 3 through 18 contain the technical requirements. Annexes listed below as not applicable (N/A) indicate the title and placeholder for possible use in future contracts.</p> <p>Annex 1 General Information Annex 2 Management and Administration Annex 3 N/A Annex 4 N/A Annex 5 N/A Annex 6 N/A Annex 7 N/A Annex 8 N/A Annex 9 N/A Annex 10 N/A Annex 11 N/A Annex 12 N/A Annex 13 N/A Annex 14 N/A Annex 15 Facilities Support Sub-Annex 1502000 Facility Investment Annex 16 N/A Annex 17 N/A Annex 18 N/A</p>
1.2	Project Location	<p>The work shall be performed at various locations on Government Installations, Okinawa, Japan. The following is an example of the dispersion of work at the various locations.</p> <p>(1) Gate Barrier Maintenance: MCAS Futenma, Camp Foster, and Camp Schwab.</p>
1.3	Acquisition of Additional Work	<p>The Government reserves the right to acquire additional services at additional locations in addition to the services and locations identified in the Firm Fixed Price Recurring Work requirements of this contract. Additional services will be incorporated into the contract in accordance with the CHANGES clause, SECTION I or ordered under the Non-Recurring Indefinite Delivery Indefinite Quantity provision of the contract. Items of work not covered by this contract but within the general intent are considered in the scope of this contract.</p>
1.4	Background Information	<p>Okinawa is the largest island in the Ryukyu Islands chain and is 300 miles due south of mainland Japan. It is about 66 miles long, 19 miles at its widest point, and is about 485 square miles. The population is over 1.3 million. Okinawa is home to more than 23, 000 Marines, Sailors, DoD</p>

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Spec Item	Title	Description
		Civilians and their families. MCB Camp Butler supports the current and future combat readiness of III MEF forward-based forces while in garrison or deployed by providing training support, mobilization and deployment support, and installation services. Additionally, we provide services and support to other commands, service members, and all family members.
1.5	Verification of Workload and Conditions	Throughout the PWS, the workload data is generally referred to as being located in Section J. Section J provides data such as maps and tables to represent the type, quantity and location of services to be provided. However, offerors are encouraged to visit the project site during the site visit for offerors during posted hours as part of its due diligence to assess the nature of work and conditions under which work is to be performed.
1.6	Climate Patterns	Okinawa is subtropical with the average temperature of 81° F from May until mid-September and down to 50° F in the winter. Typhoons occur on a regular basis from June through November. Typhoons have winds of more than 64 knots – 74 miles per hour - 119 km per hour (71.4 MPH). Current and projected weather patterns may be found on the internet at http://weather.kadenaforcesupport.com/ or http://www.jma.go.jp/jma/en/menu.html .
1.7	Related Information	<p>There are four types of Related Information that can be found in the Description and Related Information columns of the specification as follows:</p> <p>Informational Notes as used throughout this PWS provides additional information to offerors to be used in developing a thorough understanding of the work to be performed in this contract. Any block of text marked “Informational Notes” throughout Annexes 1 through 18 is subject to this disclaimer. Offerors may not rely upon the "Informational Notes" as material representations of the Government. Information provided in "Informational Notes" does not create a contractual requirement on either party to this contract.</p> <p>Clarifying Information describes client expectations in a more detailed manner than the Performance Objective and Performance standard alone.</p> <p>Constraining Information describes limitations to the work performed to meet the Performance Objective and Performance Standard.</p> <p>Requirement Information further describes client requirements associated with each Performance Objective.</p>
1.8	Navy Approach to Service Contracting	The Department of Navy (DoN) spends over \$1 billion in annual obligations to meet global requirements for facility operations and maintenance provided through Facility Support Contracts (FSC) and additional billions to provide other base operations support services (OBOS). The Head of the Contracting Activity (HCA) of the Naval Facilities Engineering Command (NAVFAC) has focused increased attention on re-engineering FSC contracts in response to customer and industry feedback, budget constraints, and the impact of a variety of contracting, program management and financial management regulations. The Navy also supports the following principles:

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1.8.1	Partnering Philosophy	The first principle is that the Navy views its contractors as partners and not just abstract service providers. The Navy wants its contractors to succeed because partners' success drives the Navy's successful mission completion. Within the bounds of acquisition policy the Navy intends to work to find solutions that will be beneficial to both the Government and its partners.
1.8.2	Contractor's Knowledge	The second principle is that the Navy will receive insightful management from its contractors. This management will include the knowledge, skills, authority and willingness to use contractor resources to find better ways of serving Navy clients' strategic and operational goals and objectives. The Navy's use of performance-based objectives evidences this principle. Although performance work statements will typically contain several levels of performance assessment, the Navy wants its contractors to exercise maximum discretion within bounds of prudent risk management to adjust processes and resources needed to reach specified objectives at the highest performance level.
1.8.3	Industry Best Practices	The third principle is that the Navy will adopt industry best commercial practices and maintain state-of-the-art service delivery. It is the Navy's and contractor's responsibility as partners to reach this goal. To that end, the Navy's emphasis will be in evaluating performance objectives (end results).
1.9	Standard Template	<p>Key to implementing a programmatic approach is using a standard template that ensures Navy-wide consistency yet affords appropriate tailoring to meet local needs. This contract conforms to the standard template and has been tailored for this solicitation. NAVFAC intends to use this template-based approach for future service contracts. Offerors should develop an understanding of the template as part of performing due diligence in reaching an understanding of the Navy's requirements and expectations.</p> <p>The standard template contains 18 standard annexes. Annex 1 will always contain information that is relevant to the entire scope of the contract. Annex 2 contains on-site project management and administration requirements that are relevant to the entire scope of the contract. Annexes 15 contain the technical information and requirements peculiar to that technical annex. Within each technical annex, the organization of information and requirements are also standardized. Specification item 1 will always contain General Information. Specification item 2 will always contain the management and administrative requirements. Specification item 3 will always contain the Recurring Work (FFP) requirements. All costs associated with Annexes 1 and 2 and Specification items 1 and 2 must be priced and distributed within Specification Item 3 of Annexes 15.</p>
1.10	Navy PBSA Approach	The Navy's approach to performance-based service acquisition (PBSA) includes four component parts which are 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.11	Technical Proposal Certification	The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	General Information	
2.2.1	Government Regular Working Hours	The Government's regular working hours are from 0730 to 1630, five days per week, Monday through Friday, except observed Federal holidays. Exceptions to the regular hours of operation are detailed in subsequent sections of this PWS. The performance of other work requirements shall be accomplished within the Government's regular working hours unless the specific work requirement specified herein necessitates otherwise. Any other work outside Government regular working hours requires prior KO approval. Due to the nature of the Barrier Maintenance Contract, it might be necessary to work weekends/holidays or increase crew levels to catch up on performance factors due to inherent weather or military operations.
2.2.1.1	Observed Federal Holidays	The Government observes the following holidays: New Year's Day - 01 January Martin Luther King's Jr. Birthday - 3rd Monday in January President's Day - 3rd Monday in February Memorial Day - 4th Monday in May Independence Day - 4 th of July Labor Day - 1st Monday in September Columbus Day - 2nd Monday in October Veterans' Day - 11 November Thanksgiving Day - 4th Thursday in November Christmas Day - 25 December Note: When a holiday falls on a Saturday it is observed on the Friday prior. When a holiday falls on a Sunday it is observed on the following Monday.
2.2.1.2	Restriction to Contractor Working Hours	The Contractor shall schedule and arrange work so as to cause the least interference with the normal occurrence of Government business and mission. In those cases where some interference may be essentially unavoidable, the Contractor shall make every effort to minimize the impact of the interference, inconvenience, equipment downtime, interrupted service, customer discomfort, etc. The Contractor is notified that the requirements of military exercises and mission requirements takes precedence over all Contractor activities and such requirements may cause changes in the schedule. In such cases, the Contractor is responsible for re-scheduling the work to comply with all clauses of this contract.
2.2.2	Wage Determinations	Not Applicable
2.2.3	Requirements Hierarchy	Requirements or definitions specified in each spec item of this contract apply to subordinate paragraphs. For example, requirements shown in spec item 3.1 would apply to spec items 3.1.1, 3.1.2, 3.1.2.1 and so on. Likewise, Performance Standards specified at a lower digit level (i.e. spec item 3.1.1, 3.1.2, 3.1.2.1) apply when performance is assessed at a higher tier (i.e., spec item 3.1) based on the composite work requirements.
2.3	General Administrative Requirements	All correspondence submittals required under this contract, such as permits, licenses, insurance, invoices, identification of contractor personnel, and vehicles, shall be in English.
2.3.1	Required Conferences	The Contractor may be required to attend administrative and coordination

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Spec Item	Title	Description
	and Meetings	meetings. The Contractor shall attend meetings as requested by the Contracting Officer. The contractor will ensure their attendees are fluent in English or have a translator within the conferences or meetings.
2.3.2	Training for Maintenance and Operation of New and Replacement Systems and Equipment	When construction, renovation, or repair work is performed by means other than this contract, the Contractor shall attend training, as applicable, for maintenance and operation of new and replacement systems and equipment at no additional cost to the Government.
2.3.3	Partnering	<p>To increase the likelihood of successful performance of this contract, the Government requires cohesive partnerships with its Contractors and subcontractors. Key stakeholders, including the supported commands who will receive services, principal individuals from NAVFAC, the performance assessment team, and representative(s) of the installation(s) will be invited to participate in the partnering process. Key members of the prime and subcontractors teams, including senior management personnel must participate. The partnership will draw on the strength of each organization in an effort to achieve quality contract services done right the first time, within the contract price, as scheduled, and without any safety mishaps.</p> <p>Partnering should accomplish three goals:</p> <ul style="list-style-type: none"> - The first goal is to develop a cohesive team with common purpose, commitment and established communication processes. - The second goal of partnering is contract specific, identifying risks and opportunities for the team to address. - The third goal is to sustain the Partnership throughout the contract by identifying and addressing issues that affect the Partnership.
2.3.3.1	Informal Partnering	<p>The Contracting Officer shall organize the initial Partnering Meeting with key personnel of the project team, including Contractor's personnel and Government personnel. The initial session will be scheduled concurrent with the Pre-Performance Conference and held no later than 30 days after award and will be held at a Government provided facility as designated by the KO.</p> <p>The senior Government stakeholder present will lead the meeting, however, the Contractor's PM or senior representative is encouraged to participate as co-lead.</p> <p>The Partners will determine the frequency of the follow-on sessions.</p>
2.3.3.2	Contract Partnering Administration	<p>Upon award, the ACO will contact the Contractor, supported command(s), Region, and Installation(s) stakeholders, and the performance assessment team to discuss implementation of partnering. A partnership agreement, The Charter, should be in place as early as possible so issues arising, even before work begins, can be resolved using the issues resolution process.</p> <p>Replacement of Core Management Team members (stakeholders who attended the initial session and manage the contract work day-to-day) is discouraged since it will disrupt the synergy that has been developed. If replacement of a team member proves to be unavoidable, a follow-on partnering session must be held to officially turn the responsibilities of the position over to the new member.</p>
2.3.3.3	Contract Partnering Session Attendees	<p>The Contractor shall bring the necessary personnel to successfully partner on this contract. Asterisk indicates mandatory personnel.</p> <p>President/Vice President</p> <ul style="list-style-type: none"> * Project Manager * Quality Manager

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Spec Item	Title	Description
		Site Safety and Health Officer
2.3.4	Permits and Licenses	The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, state and local laws and regulations. The Contractor shall submit copies of Permits and Licenses per Section F.
2.3.5	Insurance	The Contractor shall submit a Certificate of Insurance per Section F as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below in accordance with the FAR Clause 52.228-5, INSURANCE – WORK ON A GOVERNMENT INSTALLATION. This insurance must be maintained during the performance period.
2.3.5.1	Certificate of Insurance	The Certificate of Insurance shall provide for at least 30 calendar days written notice to the KO by the insurance company prior to cancellation or material change in policy coverage. Other requirements and information are contained in the aforementioned insurance clause and submit to the KO per section F.
2.3.5.2	Minimum Insurance Amounts	The Contractor shall procure and maintain, during the entire period of performance under this contract, the following minimum insurance coverage: <u>COVERAGE REQUIRED</u> Comprehensive General Liability: ¥50,000,000 per occurrence Automobile Liability: ¥20,000,000 per person, ¥50,000,000 per occurrence for bodily injury, ¥20,000,000 per occurrence for property damage Workmen's Compensation: As required by Japanese worker's compensation and occupational disease statutes. Employer's Liability coverage: N/A Other as required by Japanese Law. Above insurance coverage's are to extend to Contractor personnel operating Government owned equipment and vehicles.
2.3.6	Protection of Government Property	During execution of the work, the Contractor shall protect Government property. The Contractor shall return areas damaged as a result of negligence under this contract to their original condition at no cost to the Government.
2.3.8	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-02. The Contractor shall comply with the most current version of directives, instructions, and references including versions published during the term of the contract.
2.3.9	Invoicing Procedures	Invoicing procedures refer Invoicing Procedures in J-0200000-03.
2.3.10	Forms	Forms referenced in this Annex, e.g. accident reporting, and damage reporting are included among the Forms in Section J-0200000-04.
2.4	Government-Furnished Property, Materials and Services	In accordance with FAR 52.245, GOVERNMENT PROPERTY and NAVFAC Clause 5252.245-9300, GOVERNMENT-FURNISHED PROPERTY, MATERIALS AND SERVICES, and the following paragraphs, the Government will furnish or make available to the Contractor certain Government-owned facilities, utilities, materials, equipment and services for use in connection with this contract as stated below.
2.4.1	Government-Furnished Facilities (GFF)	The Government will not provide office space and operational facilities to the contractor.

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2.4.2	Government-Furnished Utilities	Where available at job sites, the Government will furnish water and electric current at existing outlets as may be required for the work to be performed under the contract at no cost to the Contractor. Information concerning the location of existing outlets may be obtained from the KO or designated representative. The Contractor shall provide and maintain, at his expense, the necessary service lines from existing Government outlets to work site. Of the Government approves the Contractor to erect a structure as described above, electrical power and water may be installed in the structure, subject to approval of the Government, on payment by the Contractor of the established charges. Utilities specified above will be furnished at no cost to the Contractor.
2.4.3	Government-Furnished Materials (GFM)	The Government will not provide any materials for use on this contract.
2.4.4	Government-Furnished Equipment (GFE)	The Government will not provide any equipment for use on this contract.
2.4.5	Government-Furnished Services (GFS)	The Government will not provide any services for use on this contract.
2.5	Contractor-Furnished Items	Except for items identified as Government Furnished, the Contractor shall provide all equipment, materials, parts, supplies, components, and facilities to perform the requirements of this contract. The KO may inspect Contractor-furnished items for adequacy and compliance with contract requirements. Inadequate or unsafe items shall be removed and replaced by the Contractor at no cost to the Government. Materials containing asbestos, lead, and polychlorinated biphenyls (PCBs) shall not be brought onsite. Energy efficient tools and equipment shall be used when available. The KO may at any time require Samples, Material Safety Data Sheets (MSDS) or Manufacturer's Data Cut Sheets of Materials used in this contract.
2.6	Management	The Contractor shall manage the total work effort associated with the services required herein to meet the performance objectives and standards. Such management includes but is not limited to planning, scheduling, cost accounting, report preparation, establishing and maintaining records, and quality assurance. The Contractor shall provide a staff with the necessary management expertise to ensure performance objectives and standards are met.
2.6.1	Work Reception	<p>The Contractor shall establish a work reception function with the capability to receive, classify, issue, correspond, and respond to trouble calls. Work reception desk shall be manned by an English speaking person. The call response shall be within two hours 24 hours per day, 7 days per week. Contractor manning the phone shall be fluent in English and fully familiar with the terms and conditions of the contract.</p> <p>(a) Regular Working Hours. The Government's work reception center will receive service call requests during regular working hours and classify each all in accordance with the definitions provided below. A description of the problem or requested work, date and time received, location, and other appropriate information will be placed on an Emergency/Service Work Authorization form and will be faxed to the Contractor from the authorized Government representative (COR/PAR). If the call is classified as emergency the Government's authorized representative will notify the Contractor by phone that a call has been received and that a work authorization form has been faxed to the Contractor outlining the following information:</p>

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Spec Item	Title	Description
		<ol style="list-style-type: none"> 1. Work Request number 2. Nature of the service call 3. Identification and address 4. Date and time call transmitted to Contractor 5. Description of problem <p>(b) After Regular Working Hours. The Contractor shall receive and respond to emergency service call requests directly from authorized Government Representatives after regular working hours, on weekends, and holidays.</p> <p>Emergency calls shall be considered as received by the Contractor at the time and date that the call is made.</p> <p>The Contractor shall attach the following information to each Work Request:</p> <ol style="list-style-type: none"> (1) Date and time work was started and Completed (2) Total work hours at site (3) Detailed description of the work performed (4) Material replaced and Contractor's cost for Materials (5) The signature of the craftsman who performed the work <p>The Contractor shall keep a copy of the completed work request on file and shall submit the original copy to FSCU within 2 working days of completion of the service call work. The receipt of work order authorization for emergency and urgent calls does not negate the requirement for response time. The response period starts with reception of telephone message.</p>
2.6.2	Work Control	The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking and reporting of work in progress. The Contractor shall plan and schedule work to assure material, labor, and equipment are available to complete work requirements within the specified time limits and in conformance with the quality standards established herein. Verbal scheduling and status reports shall be provided when requested by the KO. A written status report of any item of work must be provided within two hours of the inquiry during regular working hours, and by 0900 the following work day for inquiries after regular working hours.
2.6.3	Work Schedule	The Contractor shall not interfere with normal Government business. In those cases where some interference is unavoidable, the Contractor shall minimize the impact and effects of the interference. The Contractor shall provide advance access of all of its work schedules to the Government. The Contractor shall notify the KO of any difficulty in scheduling work due to Government controls.
2.6.4	Deliverables	Records and reports are specified in Section C and listed as deliverables in Section F. The Contractor shall submit accurate and complete documents within the required timeframes as specified in Section F.
		Government acceptance of deliverables will not relieve the Contractor of the responsibility for any error or omission which may exist in the deliverable, as the Contractor is responsible for all requirements of this contract.
2.6.5	Service Interruptions	If any utilities or other services must be discontinued (even temporarily) due to scheduled contract work, the Contractor shall notify the KO, affected tenants, and customers a minimum of 45 days' notice for family housing, all other areas require 30 days' notice. If the discontinued service is due to an

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Spec Item	Title	Description
		emergency breakdown, the Contractor shall notify the KO, affected tenants and customers as soon as practicable. The Contractor will notify the KO within 48 hours of any areas that are inaccessible and work cannot be performed due to construction or other reasons.
2.6.7	Quality Management System (QMS)	<p>The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address:</p> <ul style="list-style-type: none"> • Accurate documentation of work processes, procedures, and output measures. • A systematic procedure for assessing compliance with performance objectives and standards. • Accurate documentation of quality inspections and surveillance conducted throughout the execution of work. • Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.
2.6.7.1	Quality Management (QM) Plan	<p>The Contractor shall develop and submit a QM Plan per Section F. The QM Plan shall describe the QMS methodology and approaches used under this contract. If any changes are made during the period of performance, submit to the KO a revised QM Plan for acceptance.</p> <p>The Contractor's QM Plan shall include, at a minimum, the following:</p> <ul style="list-style-type: none"> • Policy and objectives of Quality Management System (QMS) • Quality organization <ul style="list-style-type: none"> ○ List of personnel ○ Responsibilities & lines of authority ○ Training and qualifications • Approach to assuring quality of services provided and conformance with performance objectives and standards • Methods and procedures for effective planning, operation and control of processes and performance of work • Procedures for inspection and surveillance of services <ul style="list-style-type: none"> ○ Scheduling and performance of inspection and surveillance ○ Measurement, data collection and analysis ○ Corrective action, preventive action, and continuous improvement ○ Oversight of subcontracted work • Documentation and records management • Communication with government (customers)
2.6.7.2	Quality Inspection and Surveillance	The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-4, INSPECTION OF SERVICES – FIXED PRICE, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government's regular working hours. The file shall be turned over to the KO within five calendar days of termination of the contract IN ACCORDANCE WITH Section F.
2.6.7.3	Quality Inspection and Surveillance Report	The Contractor shall submit a copy of the contractor Quality Control/Assessment Report to the KO monthly for the quality control events performed and assessment-driven corrective actions and process adjustments

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		during the previous week per Section F. The Government may adjust the frequency of the submittal based on the Contractor's quality of performance.
2.6.8	System and Equipment Replacement	The Contractor shall maintain the integrity and performance of existing energy saving, water conservation or other sustainability design features of systems and equipment in the performance of repair and replacement work. Except where otherwise specified, replacement components shall be of the same model/style or equivalent as the component being replaced. Substitutes for replacement components must be accepted by the KO prior to use per Section F.
2.7	Personnel Requirements	The Contractor shall comply with the personnel requirements stated below. In addition, the Contractor, subcontractor(s) (if any), and/or individual employees performing work under this contract must be properly registered and/or licensed in accordance with applicable laws and regulations of the Government of Japan or its agencies, or any other cognizant governmental jurisdiction. If the Contractor is a joint venture, all members of the joint venture must be licensed. Proposals submitted by prospective Prime Contractors who are not licensed and registered will be considered Not responsive. The Prime Contractor shall ensure that subcontractors are qualified, and failure to do so may result in withdrawal of such subcontractors' authorization to perform any work under this contract.
2.7.1	Key Personnel	<p>The Contractor shall submit a List of Key Personnel, Qualifications, and Organizational Chart within 15 days of contract award per Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications.</p> <p>The Contractor shall submit an Organizational Chart per Section F showing lines of authority of the key personnel and on-site supervisor(s) for this contract. The chart shall include names of personnel and their position title in this contract. As a minimum, include the PM, Quality Manager, SSHO, and on-site supervisor(s) and who they will report directly to for this contract. The key personnel shall be revised as applicable for the contract.</p>
2.7.1.1	Project Manager (PM)	<p>The Contractor shall provide a PM and designated alternate, as applicable, who has the have full authority to act for the Contractor on all contract matters relating to this contract. The PM or alternate shall be available by telephone and be on-site within one hour during the Government's regular working hours and shall be available on-site within four hours after the Government's regular working hours.</p> <p>The PM shall have at least three years of experience in managing a workforce providing services on contracts of similar size, scope and complexity.</p>
2.7.1.2	Quality Manager	<p>The Contractor shall provide a Quality Manager or designated alternate shall be on-site within during the Government's regular working hours and shall be available on-site within two hours after the Government's regular working hours. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager.</p> <p>The Quality Manager shall have fulfilled the following pre-requisite training and experiences before being hired as the Quality Manager under this contract:</p> <p>The Quality Manager shall have satisfactory experience in preparing and enforcing QMS programs on contracts of similar size, scope and complexity. The Quality Manager may be the same person as the SSHO.</p>

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2.7.1.3	Site Safety and Health Officer (SSHO)	<p>The SSHO must meet the requirements of EM 385-1-1 Section 1 and ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one Competent Person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO or an equally-qualified Designated Representative/alternate shall be on-site at all times when work is being performed to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO's training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17, entitled SITE SAFETY AND HEALTH OFFICER (SSHO), and all associated sub-paragraphs.</p> <p>A Competent Person shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the Contracting Officer for acceptance in consultation with the Safety Office.</p> <p>The Contractor shall provide a SSHO whose primary duty and responsibility is to prepare and enforce the Contractor's safety program on this contract. The SSHO shall have fulfilled the following pre-requisite training and experiences before being hired as the SSHO under this contract:</p> <p>The SSHO shall have satisfactory experience in preparing and enforcing safety programs on contracts of similar size and complexity in the past, and have completed the OSHA 30-hour construction safety class or equivalent. The SSHO shall maintain competency through 24 hours of formal safety and health related coursework every four years. The SSHO may be the same person as the project manager but shall have fulfilled the pre-requisite qualification and experience.</p> <p>Informational Note: The Japan Construction Occupational Safety and Health Association (JCOSHA) provides the construction site safety and health management course "KOUJI SHUNIN COURSE", or "SHOCHOU COURSE", which is as acceptable equivalent to the 30-hours OSHA safety class. This training can be viewed at the JCOSHA website: http://www.kensaibou.or.jp or http://www.kensaibou.or.jp/english.</p>
2.7.1.4	Environmental/Energy Manager	<p>The Contractor shall provide an Environmental/Energy Manager whose primary duty and responsibility is to ensure Contractor operations adhere to the goals and policies of the Environmental Management System, the Installation Energy Plan, and other specified Sustainability requirements affecting this contract. The Environmental/Energy Manager shall develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities to establish where improvements can be made and ensure compliance with environmental legislation and energy policy.</p> <p>The Environmental/Energy Manager shall have a minimum two years' experience with environmental procedures similar to those of this contract; familiarity with Environmental Management Systems (EMSs); and knowledge of environmental regulations and federal energy laws and policy (including energy and water reduction requirements and renewable energy requirements) that are applicable to operations similar to those of this</p>

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		<p>contract.</p> <p>The Contractor environmental manager shall complete all applicable ECATTS training modules and/or equivalent training(s) on ECATTS web site https://navfac.ecatts.com/ and shall obtain and submit a certificate.</p>
2.7.1.5	Translator/Interpreter	<p>The Contractor shall provide a translator/Interpreter who is acceptable to the KO. Translator/ Interpreter shall (1) be knowledgeable of the English language, (2) know the contract requirements including its terminology, (3) be able to understand and prepare documentation in both English and Japanese (for example safety and quality control plans), (4) be able to interpret from English to Japanese and Japanese to English orally and written to support communications and discussions of Key Personnel with U.S. Government representatives.</p> <p>The KO is the authority on determining an individual's qualification for the position. A PM, QCM or SSHO may serve as a Translator/Interpreter if qualified.</p>
2.7.1.6	Traffic Guards	The contractor shall provide flagmen for control of traffic to ensure public safety at any gate that is to remain open during recurring or non-recurring work of vehicle barrier systems.
2.7.2	Employee Requirements	<p>The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can read and understand printed regulations, detailed written orders, operating procedures, training instructions and materials in order to perform the contract requirements and comply with installation emergency procedures.</p> <p>Contractor personnel shall be trained and knowledgeable in all safety requirements prior to performing any operation and maintenance of any of the facilities, equipment, and systems, to include components therein, identified within this contract. The Contractor shall implement an ongoing training program that refreshes the safety skills, qualifications and awareness of the Contractor workforce on a regular, periodic basis. The details of the Contractor's safety training program shall be included as part of the Contractor's Accident Prevention Plan, as required in Spec Item 2.9.1.</p>
2.7.2.1	Employee Certification and Training	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods.
2.7.2.2	Employee Appearance	The Contractor shall ensure that all employees present a professional appearance that is appropriate for their position. The KO reserves the right to determine the acceptability of any clothing worn. All Contractor/subcontractor employees working under this contract shall be identified by a distinctive nameplate, emblem, or patch attached in a prominent place on an outer garment. Employee identification shall not be substituted for station required passes or badges.
2.7.2.3	Employee Conduct	Contractor employees shall conduct themselves in a proper, efficient, courteous and businesslike manner.
2.7.2.4	Identification as Contractor Employee	Contractor employees shall identify themselves as Contractor personnel by introducing themselves or being introduced as Contractor personnel and

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		displaying distinguishing badges or other visible identification for meetings with Government personnel. All Contractor employees shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.
2.7.2.5	Removal of Employees	The Contractor shall remove from the site any individual whose continued employment is deemed by the KO to be contrary to the public interest or inconsistent with the best interests of National Security.
2.7.2.6	Proof of Legal Residency	No employee or representative of the Contractor will be admitted to the site of work unless satisfactory proof of citizenship is furnished, or if an alien, legal residency within Japan is confirmed. Proof is submitted per Section F.
2.7.3	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	<p>The Contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: https://doncmra.nmci.navy.mil.</p> <p>Per Section F, 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.</p>
2.8	Security Requirements	<p>The Contractor shall comply with all U.S. Federal, Government of Japan, Command and local security statutes, regulations, and requirements. The Contractor shall become acquainted with and comply with all Government regulations as posted, or as requested by the KO when required to enter a Government site. The Contractor shall ensure that all security/entrance clearances are obtained.</p> <p>Neither the Contractor nor any of its employees shall disclose or cause to be disseminated any information concerning the operations of the activity which could result in or increase the likelihood of the possibility of a breach of the activity's security or interrupt the continuity of operations.</p> <p>All inquiries, comments or complaints arising from any matter observed, experienced, or learned as a result of or in connection with the performance of this contract, the resolution of which may require the dissemination of official information, will be directed to the activity Commander.</p> <p>Deviations from or violations of any of the provisions of this paragraph will, in addition to all other criminal and civil remedies, provided by law subjects the Contractor to immediate termination for default and/or the individuals involved to a withdrawal of the Government's acceptance and approval of employment.</p> <p>The Contractor shall prohibit the opening of locked areas by the Contractor employees to permit entrance of persons other than Contractor's employees engaged in the performance of assigned work in those areas.</p> <p>New Contractor personnel shall comply with directives under MCBJ 5512.3B, Base Access and Pass Restrictions.</p>
2.8.1	Employee Listing	The Contractor shall maintain a current Employee List and submit per Section F. The list shall include but not limited to, employees' name, position titles,

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		and level of security and identification numbers.
2.8.2	Vehicles	The company name shall be displayed on each of the Contractor's vehicles in a manner and size that is clearly visible. All vehicles and trailers shall display valid license plate that complies with the GOJ Vehicle Code. Vehicles shall meet all other requirements of the Local Vehicle Regulations, such as safety standards, and shall carry proof of insurance, safety inspection record and registration. The contractor vehicle listing will be submitted per Section F.
2.8.3	Passes and Badges	<p>The Contractor shall prior to the start of the contract, submit the names of personnel to be utilized during the contract term to the KO and shall include the following for each personnel:</p> <p style="text-align: center;">Name Date of Birth Height Weight Citizenship Permanent and Present Address Job Title</p> <p>After receipt of the names and obtaining of security clearances, the cognizant Pass & ID office will issue a Contractor's pass and/or badge to each personnel on the list. No personnel will be permitted on the site without a valid pass and/or badge. When within the confines of U.S. Government controlled premises, personnel shall have their passes and/or badges immediately available and shall produce them of identification purposes when requested by security authority. Passes and/or badges shall be presented when entering or departing the base. When an employee leaves the Contractor's service, the employee's pass and badge shall be returned within five calendar days.</p>
2.8.4	Access to Installation	Contractors will gain access to the installation using Passes and Badges in Section 2.8.3.
2.8.5	Access Arrangements	The Contractor shall make all arrangements necessary to obtain access to buildings, facilities and other work areas, and when necessary, arrange for them to be opened and closed by the controlling authority.
2.8.5.1	Escort Arrangement for Secured Areas	<p>The Contractor shall make arrangements for Government escort into secured areas requiring escort. The KO will provide information on applicable buildings, spaces and the appropriate point of contact.</p> <p>The Contractor may experience delays while waiting for escorts. The Contractor shall notify the Government Performance Assessment Representative (PAR) and appropriate point of contract if an escort is not available in a timely manner and access to accomplish the work is denied. Unscheduled requirements, e.g., trouble calls, may require a longer wait for an escort.</p>
2.9	Contractor Safety Program	The Contractor shall develop and implement a Safety Program detailing how the Contractor plans, staffs, performs, and controls all safety practices while delivering best value services to the Government without any accidents or mishaps. The Contractor's Safety Program shall comply with all safety standards identified in the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM-385-1-1 and Public Law 91-596, Occupational Safety and Health Act or Japanese equivalent Industrial Safety and Health Law (JISHA) and Contractor shall submit a monthly exposure report to the

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		<p>Contracting Officer. A copy of the safety manual is available at the Safety Office, Building 5831, Camp Foster.</p> <p>Prior to commencement of work, the Contractor shall meet with the Contracting Officer to discuss and develop mutual understandings of the Contractor's administration of their Safety Plan. The Contractor shall submit a safety plan.</p>
2.9.1	Accident Prevention Plan (APP)	<p>The Contractor shall develop and implement a site Accident Prevention Plan (APP). The APP shall be prepared by the Contractor's SSO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site.</p> <p>For multi-function/BOS/single function Facility Investment contracts – "The APP shall follow the format and include all elements addressed in Appendix A of EM 385-1-1. The APP shall incorporate Activity Hazard Analyses (AHAs) and Occupational Risk and Compliance Plans and Programs that are relevant to the site specific hazards and controls for each activity and type of work that may be encountered in the performance of this contract.</p> <p>For low risk or limited scope contracts, e.g., single function custodial, grounds maintenance and landscaping, integrated solid waste management, pavement clearance, pest control – "The APP shall follow the abbreviated format and include, as a minimum, elements addressed in paragraph 11 of Appendix A of EM 385-1-1."</p> <p>The Contractor shall submit an APP for acceptance per Section F. The Contractor shall review, update, and submit revisions to the APP whenever a change in work conditions, hazards, or activities occur. Submittal of the APP shall include Activity Hazard Analyses (AHAs) and Occupational Risk and Compliance Plans and Programs as specified below.</p>
2.9.2	Activity Hazard Analysis (AHA)	<p>The Contractor shall prepare Activity Hazard Analyses (AHAs) for all applicable common recurring work activities performed under this contract. AHAs for recurring work shall be submitted with the APP and shall be updated as work activities or conditions change and additional AHAs prepared as new work activities are required. AHAs for Not-recurring and one-time (e.g., IDIQ task orders) work occurrences shall be submitted at least two working days prior to start of work. Specifically:</p> <ul style="list-style-type: none"> • For FFP contract modifications where changes are germane to the original contract, the Contractor shall revise applicable AHAs within 15 calendar days after modification is signed. • For combination FFP/IDIQ contracts, the Contractor shall submit an AHA on task orders, with the associated proposal, whenever the service environment or required task is different from the firm-fixed-priced services. • For construction (including renovation or alteration) task orders placed on the IDIQ portion of contract, the Contractor shall submit a separate AHA for each task order with the associated proposal. <p>AHAs shall follow format of Figure 1-2 of EM 385-1-1 and shall explain the following as detailed in the EM 385-1-1:</p> <ul style="list-style-type: none"> • The steps of the service process; • Identify potential hazards that exist as a result of the Contractor's

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		<p>service process within the environment;</p> <ul style="list-style-type: none"> • Measures or plans of actions to safely remove potential hazards away from people in and around the service process and environment; • Specific materials and equipment necessary to safely remove potential hazards away from people in and around the service process and environment; • Inspection requirements to assure service activity is safe; and • Training of service personnel to be aware of potential hazards and measures or plans of actions to be used to remove hazards from service environment. <p>During performance of services, the SSHO shall periodically review the AHA at each service site and for each sub-annex to assess the effectiveness of the Contractor's overall APP. If changes to the AHAs are required, such changes shall be submitted to the KO for review and acceptance.</p>
2.9.3	Occupational Risk and Compliance Plans	The Contractor shall develop, provide and implement occupational risk and compliance plans, as specified below, as necessary for the situation or types of work to be performed under this contract. These plans shall be submitted with the APP and shall be updated as situations change. Additional plans as referenced in Appendix A of EM 385-1-1 shall be developed as applicable when new types of work are required under this contract.
2.9.3.1	Alcohol and Drug Abuse Prevention Plan	The Contractor shall develop an alcohol and drug abuse prevention plan to explain how it will satisfy the drug-free work force requirement as stated in DFARS Clause 252.223-7004 and include elements addressed in paragraph 01.C.02 of EM 385-1-1.
2.9.3.2	Chemical Hazard Communication Program	The Contractor shall develop a project-specific chemical hazard communication program to include elements addressed in paragraph 06.B.01 of EM 385-1-1 and 29 Code of Federal Regulations (CFR) 1910.120 or 1926.59 requirements.
2.9.3.3	Emergency Response Plans	The Contractor shall develop emergency response plans to ensure safe evacuation and personnel safety in the event of fire or other emergency that include elements addressed in paragraphs 01.E, 03.A, 03.D, and 19.A.04 of EM 385-1-1.
2.9.3.4	Fall Prevention and Protection Plan	The Contractor shall develop a site specific fall prevention and protection plan to protect and prevent its service workers from falling from heights of 1.8m (6 feet) or more. This plan shall include elements addressed in paragraph 21.C of EM 385-1-1 and ANSI A10.32, ANSI Z359.1, and ANSI/ASSE A10.34. A competent person for fall protection shall prepare and sign the plan.
2.9.3.5	Fire Prevention Program	The Contractor shall develop a fire prevention program to include a fire prevention plan and annual survey to include elements addressed in paragraph 06.C and 09.A of EM 385-1-1, NFPA 10, NFPA 241, NFPA 51B, NFPA 70, and NFPA 70E.
2.9.3.6	Hazardous Energy Control Program	The Contractor shall develop a hazardous energy control program to include elements addressed in paragraph 12.A.12 of EM 385-1-1.
2.9.3.7	Health Hazard Control Program and Hazard Communication Program	The Contractor shall develop a project-specific health hazard control program and chemical hazard communication program to include elements addressed in paragraphs 06.A and 06.B of EM 385-1-1 and 29 Code of Federal Regulations (CFR) 1910.120 or 1926.59 requirements.
2.9.3.8	Heat/Cold Stress Monitoring Plan	The Contractor shall develop a heat/cold stress monitoring plan to include elements addressed in paragraph 06.I.02 of EM 385-1-1.
2.9.3.9	Respiratory Protection	The Contractor shall develop a respiratory protection program to include

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	Program	elements addressed in paragraph 05.G of EM 385-1-1 and the OSHA's respiratory protection standard specified in 29 CFR 1910.134.
2.9.4	Accident and Damage Reporting	<p>The Contractor shall notify the Contracting Officer as soon as practical, but no more than four hours after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than ¥200,000, or any Weight Handling Equipment (WHE) accident. Within notification include Contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.</p> <p>The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least ¥200,000 in damages, and near misses as defined in EM 385-1-1, to establish the root cause(s) of the accident. The Contractor shall complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F.</p> <p>For a near miss, the Contractor shall complete the applicable documentation in NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F.</p> <p>The Contractor shall conduct an accident investigation for any weight handling equipment accident (including rigging gear accidents) to establish the root cause(s) of the accident, complete the WHE Accident Report (Crane and Rigging Gear) form and submit per Section F. No crane operations are allowed to proceed until cause is determined and corrective actions have been implemented to the satisfaction of the Contracting Officer. The WHE accident report form is provided within Section J-0200000-04.</p>
2.9.4.1	Accident Reporting and Notification Criteria	<p>The following criteria and definitions apply to the accident reporting requirements specified above:</p> <p>Recordable Injuries or Illnesses. Any work-related injury or illness that results in:</p> <ol style="list-style-type: none"> 1) Death, regardless of the time between the injury and death, or the length of the illness; 2) Days away from work (any time lost after day of injury/illness onset); 3) Restricted work; 4) Transfer to another job; 5) Medical treatment beyond first aid; 6) Loss of consciousness; or 7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above. <p>The Contractor shall report all accident, mishaps, and near misses to the KO</p>

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		<p>in a timely manner as described below:</p> <ul style="list-style-type: none"> • An Initial Accident Report Notification Report shall be developed by the Contractor and provided to the KO immediately after an accident, or near miss has occurred. The Contractor may not have all the facts and information regarding the actual incident or near miss at the time of the initial report however; it is the Government's desire to receive notification of all mishap situations as early as possible. • The Contractor shall develop a Follow-up Accident Reporting Notification Report and shall provide a copy to the KO by close of business the day of the accident, or if that accident occurs after hours, at the start of business the following morning. Follow-up reports shall be required daily until the Contractor can send a final, conclusive report of the nature, cause, and outcome of the accident. • The Contractor shall provide a Final Accident Reporting Notification Report of the accident to the KO within 24 hours after completing the investigation of the accident. <p>The Contractor shall submit a damage report within 24 hours of occurrence. Follow-up reports shall be developed as required by the KO.</p> <p>High Visibility Accident. Any mishap which may generate publicity or high visibility.</p> <p>Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even through provided by a physician or registered personnel.</p> <p>WHE Accident. A WHE accident occurs when any one or more of the eight elements in the operating envelope fails to perform correctly during operation, including operation during maintenance or testing resulting in personnel injury or death; material or equipment damage; dropped load; derailment; two-blocking; overload; or collision, including unplanned contact between the load, crane, or other objects. A dropped load, derailment, two-blocking, overload and collision are considered accidents even though no material damage or injury occur. A component failure (e.g., motor burnout, gear tooth failure, bearing failure) is not considered an accident solely due to material or equipment damage unless the component failure results in damage to other components (e.g., dropped boom, dropped load, roll over, etc.)</p>
2.9.5	Fire Protection	<p>The Contractor and his employees shall know where fire alarms are located and how to activate them. The Contractor shall handle and store all combustible supplies, materials, waste and trash in a manner that prevents fire or hazards to persons, facilities, and materials. Contractor employees operating critical equipment shall be trained to properly respond during a fire alarm or fire in accordance with activity instruction procedure. Smoking is not allowed, except in designated areas. Direct phone for emergency to call on Base is 911 and from a cell phone is (098) 911-1911. The following Fire Department locations and phone numbers are to be utilized by the Contractor, whenever a fire situation occurs:</p>

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		<table border="1"> <thead> <tr> <th>Area Location</th> <th>Bldg #</th> <th>DSN Phone #</th> <th>Direct Phone #</th> </tr> </thead> <tbody> <tr> <td>Foster/Plaza Housing (Station #1)</td> <td>320</td> <td>645-3776</td> <td>911</td> </tr> <tr> <td>MCAS Futenma (Station #5)</td> <td>509</td> <td>636-3117</td> <td>911</td> </tr> <tr> <td>Hansen (Station #3)</td> <td>2200</td> <td>625-2217</td> <td>911</td> </tr> <tr> <td>Kinser (Station #6)</td> <td>517</td> <td>637-1263</td> <td>911</td> </tr> </tbody> </table>	Area Location	Bldg #	DSN Phone #	Direct Phone #	Foster/Plaza Housing (Station #1)	320	645-3776	911	MCAS Futenma (Station #5)	509	636-3117	911	Hansen (Station #3)	2200	625-2217	911	Kinser (Station #6)	517	637-1263	911			
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2.9.6	Monthly On-Site Labor Report	<p>The Contractor shall submit a Monthly On-Site Labor Report per Section F. This report is a compilation of employee-hours worked each month for all site workers, both prime and subcontractor. A reporting cycle shall begin on the 26th and ends on the 25th of each month. As part of the Safety Program, the Contractor shall also endure any lost time and provide accident information is provided after an accident.</p>																							
2.9.7	Labor Standards Inspection Office (LSIO) Citations and Violations	<p>The Contractor shall correct violations and citations promptly and provide a copy of each LSIO citation and LSIO report with written LSIO Citations and Violations Corrective Action Report per Section F.</p>																							
2.9.8	Safety Inspections and Monitoring	<p>The Contractor shall conduct inspections of its work areas, job sites, and work crews every day work is being performed to ensure that all Contractor operations are being conducted safely. These inspections shall ensure:</p> <ul style="list-style-type: none"> • The site is safe and free of job-site hazards • Proper PPE is being utilized and worn. • Safe work practices and processes are being followed. • Workers are familiar with the hazards covered in the respective AHA for that work activity. • All equipment and tools are in good condition and being used safely. • Safety screens are being utilized during edging in high traffic conditions near roadsides. <p>The Government reserves the right to inspect and monitor Contractor operations for safety compliance. In general, the Government approach will be to conduct Performance Assessment on the quality and effectiveness of the Contractor's safety program. The Government reserves the right to stop any work activity when it deems danger is imminent. Contractor personnel shall work in a safe manner and comply with all applicable safety regulations. The Contractor shall be subject to safety inspections of its work sites by the Government. Contractor safety records shall be available to the KO upon request.</p> <p>Whenever the KO becomes aware of any safety Noncompliance or any condition which poses a serious or imminent danger or hazard to the health or safety of the public or Government Personnel, the KO will notify the Contractor orally, with written confirmation, and request immediate corrective action. This notice, when delivered to the Contractor's representative or SSHO, shall be deemed sufficient notice of Noncompliance and that corrective action is required. After receiving this notice, the Contractor shall immediately take corrective action. If the Contractor fails, delays, or refuses to promptly take corrective action, the KO may issue a stop work order for all or part of the services or work until satisfactory corrective action has been taken. Whenever such a stop work order has been issued, the Contractor shall waive all equitable adjustments to the contract related to the</p>																							

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Spec Item	Title	Description
		stop work ordered issued. The Contractor shall include this requirement in all of its subcontracts and vendor contracts in support of contract safety.
2.9.9	Safety Certification	The Contractor shall submit copies of all the required Federal, state, county, city and industry Safety Certifications for work performed under this contract per Section F. These certifications shall be kept up to date by the Contractor. The Contractor shall submit new versions of certifications as the old certifications expire. No work, that requires a certification, shall start without a valid and approved certification.
2.9.10	Safety Apparel on Jobsites	The Contractor personnel shall wear appropriate high-visibility safety apparel (garment, vest, or harness of retro-reflective and fluorescent material) meeting ANSI/ISEA 107-2004 requirements. Appropriate garment shall be based on the worker hazards and tasks, complexity of the work environment or background, and vehicular traffic and speed. As a minimum, the Contractor personnel shall wear ANSI/ISEA 107-2004 Class I compliant apparel.
2.10	Environmental Management and Sustainability	<p>The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Reduce purchase and use of toxic and hazardous materials; • Expand purchase of green products and services; increase recycling; • Reduce energy and water use; • Increase use of alternative fuels and renewable energy; • Integrate green building concepts in major renovations and new construction; • Prevent pollution at the source; and • Continual improvement. <p>Policy:</p> <ul style="list-style-type: none"> • Protect public health and the environment by being an environmentally responsible member of the community; • Preserve our natural, historic and cultural resources; • Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; • Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities; • Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; • Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; • Enhance our program as we develop and implement an Environmental Management System; and • Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words. <p>The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy</p>

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Spec Item	Title	Description
		Measurement Information to the KO when requested. In the event an EMS nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, the Contractor shall take corrective and/or preventative actions assume legal and financial liability for the noncompliance and take corrective action immediately to remedy the Noncompliance. The Contractor shall ensure that its employees are aware of their roles and responsibilities under the EMS and how these EMS roles and responsibilities affect work performed under the contract.
2.10.1	Energy Management Program	The Contractor shall comply with the installation's energy management program.
2.10.1.2	Energy Efficient Products	The Contractor shall use life-cycle cost analysis in making decisions about investments in products, services, construction and other projects to lower Federal Government's costs and reduce energy consumption. The Contractor shall elect lifecycle cost effective Energy Star and other energy-efficient products when acquiring energy-using products. For product groups where Energy Star labels are not yet available, select products that are in upper 25 percent of energy efficiency as designated by the Federal Energy Management Program. Use of high energy consuming tools or equipment is subject to approval by the KO prior to use.
2.10.2	Environmental Protection	<p>The Contractor shall comply with the regulations and standards listed in the United States Department of Defense Japan Environmental Governing Standards (JEGS). All environmental protection matters shall be coordinated with the KO or designated representative. The KO, designated representative, and or authorized officials such as representatives from the Environmental Programs, MCB Facilities Maintenance Branch have the right to inspect any of the facilities operated or maintained by the Contractor at any time on a no-notice basis during Government regular working hours. In the event that a regulatory agency assesses a monetary fine against the Government for violations caused by Contractor negligence, the Contractor shall reimburse the Government for the amount of all fine and other cost.</p> <p>The Contractor shall comply with the instructions of MCB Butler with respect to avoidance of conditions which create a nuisance or which may be hazardous to the health of military or civilian personnel.</p> <p>The Contractor shall submit to the KO an inventory listing of all hazardous material (HM) with their appropriate Material Safety Data Sheets (MSDS) per Section F that will be used during the course of this contract before such HM come on Government property or the job sites.</p> <p>Within 15 calendar days after the pre-performance conference, the Contractor shall submit to the KO the Contractor's plans for the protection of public and military personnel, HM disposal, and procedures for HM spill response in conformance with U.S. Federal, Government of Japan, Okinawa Prefecture, and local regulations.</p>
2.10.2.1	Non-Hazardous Waste Disposal	The Contractor shall dispose of debris and rubbish resulting from the work under this contract after determined to be Not-usable and Not-recycle, at licensed disposal sites outside the Government controlled area in accordance with the applicable local Japanese regulations at the Contractor's expense.
2.10.2.2	Hazardous (<i>Tokubetsu Sangyo Haikibutsu</i>) and Industrial (<i>Sangyo Haikibutsu</i>) Waste	The Contractor shall dispose of all hazardous waste in accordance with all host nation and Federal laws, regulations and applicable sections of the JEGS. JEGS regulated hazardous waste identified in JEGS Chapter 6, Tables 6-1 and 6-2. Suspect HW including paint related materials, alkaline,

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Spec Item	Title	Description
		lithium or lead acid batteries, fluorescent bulbs, electrical ballast, shall be turned over to the Government, coordinate transfer actions through the KO and MCB Environmental Hazardous Waste Manager.
2.10.2.3	Spill Prevention, Containment, and Clean-up	The Contractor shall prevent, contain, clean up, and report all spills on Government property in a manner that complies with applicable local, prefectural and national Japanese laws and regulations and the installation spill control plan at no cost to the Government. The Contractor shall report all spills on Government property to the KO or designated personnel.
2.10.2.4	Hazardous Material Management	<p>If the Contractor encounters unforeseen hazardous material (e.g., polychlorinated biphenyl (PCB)), lead paint, friable and Non-friable asbestos) that may be dangerous to human health upon disturbance during contract performance, and which is not specifically included in the scope of work the Contractor shall stop that portion of the work, verbally notify the KO immediately, and follow-up with written notification within 24 hours. The Contractor shall ensure that procedures are in place to deal with hazardous materials, pursuant to the FAR Clause 52.223-3, HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SAFETY DATA.</p> <p>Within 24 hours encounter of unforeseen hazardous material, the Contractor shall submit to the KO an inventory listing of hazardous material (HM) found at Government facilities per Section F.</p> <p>Emergency Planning and Community Right-To-Know Act (EPCRA) Report shall be submitted within 15 calendar days after contract award and not less than 10 working days prior to planned use of hazardous material per Section F.</p>
2.10.2.5	Protection of Endangered and Threatened Species (Flora and Fauna)	The Contractor shall not disturb endangered and threatened species and their habitat. The Contractor shall carefully protect in-place and report immediately to the KO endangered and threatened species discovered in the course of work. The Contractor shall stop work in the immediate area of the discovery until directed by the KO to resume work.
2.10.2.6	Noise Control	The Contractor shall comply with all applicable laws, ordinances, and regulations relative to noise control.
2.10.3	Sustainable Procurement and Practices	<p>The Contractor shall develop, submit, and implement a Sustainable Procurement and Practices Plan per Section F. This plan shall identify how the Contractor will comply with all applicable Federal, state and local laws and regulation, including E.O. 13423, E.O. 13514, Installation Energy Management Program and Water Conservation Programs and energy reduction requirements. The plan shall specifically address the following components:</p> <ul style="list-style-type: none"> • Recycled Contents Products • Energy/Water efficiency • Energy Efficient Tools and Equipment • Alternate Fuels and Alternate Fuel Vehicles • Bio based Products • Not-Ozone Depleting Products • Environmental Preferred Products and Services • Low/Not-Toxic and Hazardous Materials <p>The Contractor shall submit an annual Sustainable Delivery of Services Report per Section F.</p>
2.10.3.1	Environmentally	The Contractor shall procure and use products that are energy-efficient

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Spec Item	Title	Description
	Preferable Products	(Energy Star or Federal Energy Management Program (FEMP)-designated), water efficient, bio-based, environmentally preferable (<i>e.g.</i> , Electronic Product Environmental Assessment Tool (EPEAT)-registered), Not-ozone depleting, contain recycled content, or are Not-toxic or less toxic alternatives, where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	<p>The Government has an affirmative procurement program to promote the purchase of products containing recovered materials. The intent is to reduce the solid waste stream and conserve natural resources by establishing markets for recycled content products and encouraging manufacturers to produce quality products containing recovered materials. Participate in this program by using, for Environmental Protection Agency (EPA) designated items, recovered materials to the maximum extent practicable without jeopardizing the intended end use of the item. The percentage of recovered materials content levels for use in the performance of this contract will be, at a minimum, the amount recommended in the EPA Comprehensive Procurement Guideline (CPG) Product Index website (http://www.epa.gov/epawaste/conserves/tools/cpg/index.htm).</p> <p>Use of EPA designated products is not required for products that are either not available within a reasonable period of time, are not available at a reasonable price, are not available from a sufficient number of sources to maintain a satisfactory level of competition, or fail to meet performance standards based on technical verification. EPA designation of products is an on-going process. Listings of EPA designated products containing recovered materials are found in 40 CFR 247. Make recommendation and submit Recovered Material Certification, per Section F, when a product containing recovered materials is equal to or better than the original and could be used for this contract. All changes of products must be accepted by the KO before it is used.</p>
2.10.3.3	Use of Bio based Products	The Contractor shall make maximum use of bio based products in accordance with the FAR Clause 52.223-2 -- AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION CONTRACTS. Information about these products is available at http://www.usda.gov/biopreferred.
2.11	Disaster Preparedness	<p>The Contractor shall comply with the MCB/IIIMEF ORDER 3000.1 (latest revision), Tropical Cyclone/Typhoon Instruction. The Contractor shall prepare the installation before, and perform damage evaluation and emergency recovery after, natural disasters and other emergencies as directed by the KO.</p> <p>The Contractor shall prepare an Emergency Reporting Flow Chart with the functional point-of-contacts and submit it to the KO for approval within 30 calendar days after contract award per Section F.</p>
2.12	FFP Recurring Work Procedures	See 1502000 3.0 for work procedures and requirements
2.12.1	Notification to the Government for Work Above the FFP Limitations	The Contractor is fully responsible for work up to the FFP Recurring work limits. FFP Recurring limits are specified in subsequent annexes or sub-annexes. When work is expected to exceed the FFP Recurring work limits, the Contractor shall notify the KO within two hours of identification for further direction. The Government may issue a task order in accordance with the IDIQ Non Recurring work portion of the contract detailed below or accomplish the work by means other than this contract.
2.12.2	FFP Exhibit Line Item	FFP Recurring work ELINS are provided in J-0200000-05.

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Spec Item	Title	Description
	Numbers (ELINs)	
2.13	IDIQ Non Recurring Work	See 1502000 4.0. The Contractor shall perform all IDIQ Non Recurring task work as ordered by the KO. IDIQ Non Recurring work will consist of Unit Priced Tasks and Unit Priced Labor Work which may be negotiated and ordered by the Government as separate items or in combinations of items from the IDIQ Non Recurring work Exhibit Line Items (ELINs) provided in Section J on an as needed basis.
2.13.1	Unit Priced Task (UPT) Work (Not-Negotiated)	A UPT is defined as an IDIQ Non Recurring work item that includes all direct and indirect costs plus profit associated with the particular unit of work. All materials and equipment (rented, leased or Contractor-owned) required for the accomplishment of a UPT shall be included within the respective exhibit line item prices. The FFP Recurring work for the task order is determined by multiplying the exhibit line item unit prices by the quantities ordered. The Contractor is not required to submit cost estimates for UPTs.
2.13.1.1	Acceptance and Performance	The Contractor shall possess the capability to accept and perform IDIQ Non Recurring work via an electronic medium. The Contractor is required to report all IDIQ Non Recurring work quantities ordered via electronic medium monthly to the KO.
2.13.1.2	Invoicing and Receiving Payment	Payment for completed IDIQ Non Recurring asks Order work will be completed by standard invoicing procedures. The Contractor shall possess the capability to invoice and receive payment for IDIQ Non Recurring work via an electronic medium. No partial or advance payments will be provided.
2.13.2	Unit Priced Labor (UPL) Work (Negotiated)	The Contractor shall perform all UPL work in accordance with the scope and delivery schedule negotiated per each task order. UPL work is defined as IDIQ Non Recurring work that utilizes negotiated labor hours and materials to accomplish a task not required by the fixed-price portion of the contract. UPL includes separately priced labor, material, and equipment exhibit line items. The Contractor shall prepare and furnish a detailed cost estimate identifying proposed labor, material, and equipment costs, which upon approval by the KO, becomes a IDIQ Non Recurring task order.
2.13.2.1	IDIQ Preparation of Proposals	In response to the Government's Request for Proposal (RFP), the Contractor shall submit an IDIQ Non Recurring work Proposal to the KO within seven (7) calendar days following receipt for each potential task order which includes: <ol style="list-style-type: none"> 1) a complete list of all tasks necessary to perform the required scope of work 2) the number of direct labor hours to perform each task and 3) the projected quantity and costs of materials and equipment to perform the required scope of work.
2.13.2.1.1	Labor Requirements	Accepted industry time standards published in R. S. Means cost data industry organizations, and similar estimating sources shall be used for determining the number of direct labor hours required to complete the scope of work. The total labor cost will be determined by totaling the number of direct labor hours and then multiplying by the UPL amount in the IDIQ Non Recurring work Exhibit Line Items (ELINs) provided in Section J-0200000-05.
2.13.2.1.2	Equipment Requirements	Accepted industry and Government equipment costs published in R. S. Means cost data, national material supplier catalogues, U.S. Army Corps of

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Spec Item	Title	Description
		Engineers Construction Equipment Ownership and Operating Expense Schedule (EP 1110-1-8), equipment rental catalogues, and similar estimating sources shall be used for determining customary and reasonable costs for the equipment estimate. Equipment costs shall include rental and lease costs, ownership costs where Contractor-owned, equipment mobilization, and tools, not priced under the FFP Recurring work portion of the contract.
2.13.2.2	Issuance of Final Task Order	The KO will order unit priced labor by issuing to the Contractor a copy of the approved scope of work and a task order for the work described, Task order completion times will be specified on each task order.
2.13.3	IDIQ ELINS	IDIQ Non Recurring Work ELINs are provided in J-0200000-05.

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4.1	Materials / parts for IDIQ Non Recurring Work

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment services for installed equipment and systems at Camp Foster, MCAS Futenma, and Camp Schwab Okinawa, Japan.
1.1	Concept of Operations	<p>The intent of 1502000 Facility Investment is to specify the requirements for Sustainment, Restoration, and Modernization (SRM) sub-functions only. The Facility Investment requirements within this sub-annex primarily consist of infrastructure sustainment and minimal restoration and modernization work. Sustainment is the maintenance and repair necessary to keep an inventory of facilities and other assets in good working order. Restoration and modernization normally consists of major rehabilitation and capital improvements that is accomplished through other Navy programs. Some major repair, minor construction and stand-alone demolition may be accomplished as part of Facility Investment.</p> <p>The Contractor shall perform inspection, maintenance, and repair for the following:</p> <p>Building Systems - Auxiliary Generator Systems (including emergency and portable generators)</p> <p>Roads and Paved Surfaces - Vehicle Gate Barrier Traffic Control Systems</p>

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1502000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the FI function.
2.2.1	Certification, Training, and Licensing	<p>All maintenance and repair shall be performed by personnel trained and certified by the OEM.</p> <p>Personnel working with or on electrical or electronic equipment must be trained and certified per NAVFAC MO-200.</p> <p>All maintenance trade personnel certifying or inspecting repair or maintenance work that does not require an inspector certified by a governing directive shall be qualified at the journeyman level.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.3	Special Requirements	
2.3.1	Workmanship and Material Standards	<p>The Contractor shall be responsible for maintaining all facilities, systems, and equipment, identified in this technical sub-annex, to a standard that prevents deterioration beyond that which results from normal wear and tear and corrects deficiencies in a timely manner to assure full life expectancy of the facilities, systems, and equipment. Best commercial practices shall be applied in the performance of work. All work shall be completed per approved and accepted industry and equipment manufacturers' standards and shall comply with building and safety codes, applicable activity, local, state, and federal regulations, and other technical requirements identified within this technical sub-annex.</p> <p>Workmanship for maintenance and repair shall include all work necessary to complete facility and system restoration, including touch-up painting and operational checks. Upon completion of work, the Contractor shall ensure all facilities, systems, and equipment are free of missing components or defects which would affect the safety, appearance, or habitability of the facilities and structures or would prevent any electrical, mechanical, plumbing or structural system from functioning in accordance with design intent. Repairs shall be made in accordance with the manufacturers' specifications and guidelines, and standard building codes. The quality of repairs shall meet the applicable standards and shall prevent any malfunction reoccurrences caused by poor workmanship or other contractor inadequacies. The quality of the repaired areas shall be fully compatible with adjacent surfaces or equipment. Except where otherwise specified, replacements shall match existing in dimensions, finish, color, design, and functionality and shall have an appearance similar to the original finished appearance with only minor unobjectionable deterioration resulting from normal use.</p> <p>The Contractor shall not allow debris to spread unnecessarily into adjacent areas nor accumulate in the work area. All such debris, excess material, and parts shall be cleaned up and removed at the completion of the job and at the end of each day work is in progress. Upon completion of work, any stains and other unsightly marks shall be</p>

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Spec Item	Title	Description
		removed.
2.3.2	Historical Preservation	Buildings and facilities designated as historical sites shall be maintained in accordance with Federal, prefectural, and local historical policies and regulations.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1502000-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	FFP Recurring Work	The Contractor shall maintain, repair, and alter installed equipment and systems to ensure they are fully functional and in normal working condition.	<p>The Contractor shall develop, implement, and execute a Service Order and Maintenance Programs to maintain and repair installed equipment and systems.</p> <p>The Contractor shall provide all necessary test instruments, equipment, and tools required to perform inspection, maintenance and repair.</p> <p>The current vehicle gate barrier inventory for FI is provided in J-1502000-05.</p> <p>Site maps are provided in J-1502000-03.</p>	Installed equipment and systems are in normal working condition and function properly in accordance with specified standards.
3.1	Service Orders	The Contractor shall perform service order work in a timely manner and the intent is that installed equipment and systems are restored to a safe, normal working condition and function properly.	<p>The Contractor shall receive service orders in accordance with the work reception requirements in Annex 2.</p> <p>The Contractor shall schedule and perform service orders in a way that minimize disruptions to customers and Government operations.</p> <p>The Contractor shall perform service orders to accomplish any work related to the installed equipment of this contract. Samples of historical service order workload are provided in J-1502000-04.</p> <p>Descriptions of the classifications of service orders (emergency, urgent, and routine) are provided in the Definitions and Acronyms in J-1502000-01.</p> <p>The Contractor shall maintain sufficient materials and equipment on hand to support service order work requirements. Lack of</p>	<p>Service order work is responded to and completed within the specified time.</p> <p>Installed equipment and systems are restored to normal working condition if possible</p> <p>When repair is complete the installed equipment and system does not present danger to personnel or equipment.</p> <p>The situation which caused the need for a service call has been arrested.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>availability of material or equipment will not relieve the Contractor from the requirement to complete service order work within the time limits specified.</p> <p>The Government may combine multiple repair requirements received for the same trade in the same Camp barrier system at the same time into one service order as long as the service order threshold is not exceeded.</p> <p>The Contractor shall notify the KO upon identification that the service order will exceed the liability limits specified below in accordance with reporting requirements in Annex 2. If IDIQ Non Recurring work is issued for repairs, the Government will only pay for the portion of labor and/or material that exceeds the service order limits.</p> <p>The Contractor shall submit a monthly summary of completed service orders per Section F.</p>	
3.1.1	Emergency Service Orders	The Contractor shall respond to emergency service orders and arrest emergent conditions to minimize and mitigate damage to installed equipment and systems and danger to personnel.	<p>The Contractor shall perform emergency service orders 24 hours a day, seven days a week throughout the contract period.</p> <p>The Contractor shall respond to emergency service orders with the appropriate service personnel and equipment to commence work immediately.</p> <p>Emergency service orders are limited to a FFP Recurring Work ceiling of 32 labor hours and ¥50,000 in material cost.</p> <p>The Contractor shall remain at the work site until the emergency has been arrested.</p>	<p>Emergency service orders responded to (in-route) within two hours of receipt of call.</p> <p>Emergency service orders are arrested within 24 hours of receipt of call.</p> <p>Work is continued without interruption until the emergency condition is arrested.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The emergency service order is complete once the emergency has been arrested.	
3.1.2	Urgent Service Orders	Not Applicable		
3.1.3	Routine Service Orders	Not Applicable		
3.2	Preventive Maintenance (PM) Program for vehicle barrier systems and auxiliary back up generators	The Contractor shall develop and implement a PM program for installed equipment and systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The Contractor shall develop and submit a PM program per Section F and the Gate Barrier and auxiliary generator system inventories in J-1502000-05 and J-1502000-06.</p> <p>The Contractor is fully responsible for and shall perform any incidental repairs, including parts replacement, discovered during scheduled maintenance work up to a total of ¥25,000 per maintenance inspection and servicing occurrence per complete and useable independent HPU vehicle barrier system or independent auxiliary backup generator. This threshold applies to all direct material and labor cost under FFP Recurring portion of the contract. Incidental repair work performed under maintenance is not considered a service order.</p> <p>Notification of repair work exceeding the Y25, 000 incidental repair limits shall be submitted to the KO within two days of identification. An IDIQ Non Recurring work Task Order may be negotiated and issued for the repairs exceeding the Y25, 000 incidental repair</p>	<p>Maintenance is accomplished in accordance with the Contractor’s PM program and work schedule.</p> <p>PM is performed in accordance with manufacturers’ recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>limit above.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program costs.</p> <p>The PM program shall provide an economical approach that considers the manufacturers' recommended procedures, OEM standards, and maintenance required to satisfy equipment warranties and keep installed equipment and systems in normal working condition.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Gate Barrier Systems inventory is provided in J-1502000-05.</p> <p>The Auxiliary Generator inventory is provided in J-1502000-06.</p> <p>Samples of historical preventative maintenance workload are provided in J-1502000-04-01.</p> <p>Per Section F, The Contractor shall submit a monthly PM work schedule for planned inspection and maintenance work for both barriers and generators. In addition, the contractor will submit a similar report that identifies anticipated repair work discovered as a result of preventative maintenance and inspection program work. This report will be used by the government to plan IDIQ Non Recurring task order work.</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.2.2	Vehicle Barrier Systems	The contractor shall perform PM vehicle barrier systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor's PM program shall be developed based on manufactures' recommended procedures and or industry standards. The contractor shall reference the historical data provided in section J1502000-04-01 when developing the PM program.	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.2.3	Auxiliary Generators	The Contractor shall perform preventative maintenance on auxiliary generators to ensure safe, reliable, uninterrupted service when needed.	<p>The Contractor shall reference NAVFAC MO-912, CH3, CH4, CH6 and CH7 for the Operation, Maintenance and Repair of Auxiliary Generators, and section J1502000-04-02 when developing the PM program. PM work requirement does not include pre generator connected wiring and switchgear.</p> <p>Maintenance shall include but not limited to periodic cleaning, startup, run, load test, oil and filter changes, belts, coolants, batteries of all auxiliary generators to ensure operability.</p> <p>The Contractor shall record hours of operation for all gas turbine and diesel engines with fuel combustion rate greater than or equal to 50 L/hr, and gaseous engines with a fuel combustion rate greater than or equal to 35 L/hr. Recorded hours shall be submitted monthly for each unit.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	IDIQ Non Recurring Work	IDIQ Non Recurring work may be ordered on a task order. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to IDIQ Non Recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work.	Performance Standards for IDIQ Non Recurring Work will be the same as those in Spec Item 3 for FFP Recurring Work where applicable or per the terms and conditions of the Task Order.
4.1	Materials / parts for IDIQ Work	Material/Parts for IDIQ work shall be ordered on a task order in accordance with the task order procedures. The task order may include materials/parts, if required, that shall be reimbursed and approved by the Government.	Reimbursement of labor and material costs exceeding the threshold of ¥25,000 as identified in Section 3.2 and when other than Original Equipment Manufacturer (OEM) parts are used due to discontinued parts from the manufacturer, the contractor shall ensure the cost of parts are reasonable by obtaining prices from at least two parts suppliers. The contractor shall submit the two price quotes received from the competing suppliers showing actual cost to validate the cost for materials on a task order.	Contractor shall submit documents to the KO supporting the cost of materials and/or parts when the threshold is exceeded on a service order and will be ordered on a IDIQ Non Recurring Work Task Order. The KO will acknowledge and approve the MATERIAL AND LABOR COSTS on the task order prior to the commencement of any work.

SECTION F: DELIVERIES OR PERFORMANCE

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.2.1.2	N/A	Request to Work Outside Government's Regular Working Hours	At least seven calendar days prior to requested day.	KO	1	As required
0200000/ 2.3.4	N/A	Permits and Licenses	Before work commences and as requested by the KO.	KO	1	As specified
0200000/ 2.3.5	N/A	Certificate of Insurance	Within 15 calendar days after award.	KO	1	As specified
0200000/ 2.6.7.1	N/A	Quality Management Plan	Within 15 calendar days after award and within seven calendar days of changes.	KO/KS/ COR/P A R	1	As specified
0200000/ 2.6.7.2	N/A	QC Inspection File	Within 15 calendar days of completion/ termination of the contract.	KO/KS/ COR/P A R	1	As specified
0200000/ 2.6.7.3	N/A	Contractor Quality Inspection and Surveillance Report	First work day of each month.	KO/KS/ COR/P A R	1	Monthly
0200000/ 2.6.8	N/A	System and Equipment Replacement	As Required	KO/KS/ COR	1	As specified

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.7.1	N/A	List of Key Personnel and Qualifications	Within 15 calendar days after award/option.	KO	1	As specified and upon any changes
0200000/ 2.7.1	N/A	Organizational Chart	Within 15 calendar days after award/option.	KO	1	As specified and upon any changes
0200000/ 2.7.2.6	N/A	Proof of Legal Residency	Prior to be admitted to site of work.	KO	1	As specified
0200000/ 2.7.3	N/A	Contractor Labor Hours (eCMRA) Report	No later than 31 October	KO	1	Annually for labor executed during the period of performance during each Government fiscal year (FY)
0200000/ 2.8.1	N/A	Employee List	Within 15 calendar days after award/option.	KO	1	As required
0200000/ 2.8.2	N/A	Vehicle List	Within 15 calendar days after award/option.	KO	1	As required
0200000/ 2.9.1	N/A	Accident Prevention Plan	Within 15 calendar days after award and within seven calendar days of changes.	KO/KS/ COR/P A R	1	As specified
0200000/ 2.9.2	N/A	Activity Hazard Analysis	Together with the Accident Prevention Plan and for changes.	KO/KS/ COR/P A R	1	As specified
0200000/ 2.9.3	N/A	Occupational Risk and Compliance Plans and Programs	Together with the Accident Prevention Plan and for changes.	KO/KS/ COR/P A R	1	As specified
0200000/ 2.9.4	J-0200000-04-01	NAVFAC Contractor Incident Reporting System (CIRS)	Within five calendar days of accident.	KO	1	As required

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.9.4	J-0200000-04-01	Weight Handling Equipment Accident Report	Within 30 calendar day of accident.	KO	1	As required
0200000/ 2.9.6	N/A	Monthly On-Site Labor Report	On the 26th of each month.	KO	1	Monthly
0200000/ 2.9.7	N/A	LSIO Citations and Violations Corrective Action Report	Within 48 hours after receiving a citation.	KO	1	As required
0200000/ 2.9.9	N/A	Safety Certifications	Within 15 calendar days after award and as old certifications expire.	KO	1	As specified
0200000/ 2.10.2.4	N/A	Emergency Planning and Community Right-To-Know Act (EPCRA) Report	Within 15 calendar days after contract award and not less than 10 working days prior to planned use of hazardous material.	KO	2	As specified
0200000/ 2.10.2.4	J-0200000-06	Contractor Hazardous Material Inventory Log	Within 15 calendar days after the end of each calendar year and at termination of the contract.	KO/KS/ COR/PA R	2	Annually
0200000/ 2.10.3	N/A	Sustainable Procurement and Practices Plan	Within 15 calendar days after award and within 15 calendar days after exercised option periods.	KO	1	Annually
0200000/ 2.10.3	N/A	Sustainable Delivery of Services Report	Within five calendar days after each contract period.	KO	1	Annually
0200000/ 2.11	N/A	Emergency Reporting Flow Chart	Within 30 calendar days after award.	KO	1	As specified
1502000/ 2.2.1	N/A	Certification and Licenses	Within 15 days after award or as requested by the KO	KO	1	Once for initial submittal, then as requested

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1502000/ 3.1	N/A	Service Order Summary Report	First work day of each month	KO	2	Monthly
1502000/ 3.2	N/A	Preventive Maintenance Program Plan	30 calendar days after contract award	KO	2	Annually
1502000/ 3.2	N/A	Monthly PM Work Schedule	Five work days prior to the beginning of each month	KO/KS/ COR/P A R	1	Monthly As specified
1502000/ 3.2	NA	Monthly PM Findings Report	At the beginning of every month for the previous month	KO/PAR/C OR/KS	1	Monthly As Specified

SECTION J-0200000
DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS
TABLE OF CONTENTS

<u>ATTACHMENT NUMBER</u>	<u>ATTACHMENT TITLE</u>
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J-0200000-02	DIRECTIVES, INSTRUCTIONS, AND REFERENCES
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ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Definition	Description
Assessment	A general term referring to either a survey or inspection of a facility to determine condition.
Asset	A general term used to refer to an item, such as a component, system, building or facility, which is managed by an automated data management program.
Business Management System (BMS)	A web-based tool that provides a systematic method for the management of business processes, common practices, and process quality improvements that produce and support the most efficient and effective delivery of NAVFAC's products and services.
Competent Person	A person who has the professional experience and training necessary to identify existing and predictable hazards at a work or service environment, and who has the authority to take prompt and corrective action to eliminate or remove dangers from the environment.
Confined Work Space	A space that is large enough and so configured that a person may bodily enter a space (such as in tanks, vessels, silos, storage bins, hoppers, vaults, pits, and like spaces where there is limited means of entry) and is hindered or restricted from escaping during an emergency.
Contracting Officer (KO)	That individual with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the Contracting Officer acting within the limits of their authority as delegated by the Contracting Officer.
Contractor	That entity or its representative responsible for the delivery of the services or materials specified in this contract, as designated by contract award. The term Contractor as used herein refers to both the prime Contractor and any subcontractors. The prime Contractor shall insure that subcontractors comply with the provision of this contract.
Contractor Representative	That individual appointed by the Contractor, either orally or in writing, who has been assigned responsibility for executing the requirements of this contract.
Direct Material Costs	The actual vendor invoice charges for materials used for performance of work under this contract. Direct material costs shall include transportation charges when such charges are included on the invoice by the vendor, as well as any discounts allowed for prompt payment and discounts or rebates for core value or salvage value that accrue to the Contractor. When questions arise concerning the cost of materials, material costs will be based on the lowest of quotes provided by the Contractor from at least three different commercial vendors for the direct material cost. The Government retains the right to obtain additional quotes in questionable situations. The lowest price will be used.
Equipment	Tangible asset that is functionally complete for its intended purpose, durable, and non-expendable.
Facility	A building or structure designed and created to serve a particular function.
Fixed Burden Rate (FBR)	<p>The additional costs (expressed in percent of direct material cost) for ordering, handling, and stockpiling materials and repair parts. For example, if the offeror's Fixed Burden Rate for materials in the Base Period is 10% then:</p> $¥100,000.00 + (¥100,000.00 \times 10\%) = ¥110,000.00$ <p>The Government will compensate the Contractor for the required parts and materials and not the total amount shown in Schedule of Indefinite Delivery Indefinite Quantity Work.</p>

ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Definition	Description
Frequency Of Service	<p>Annual (A). Services performed once during each 12-month period of the contract at intervals of 335 to 395 days.</p> <p>Biennial (B). Services performed once during each 24-month period of the contract at intervals of 670 to 790 days.</p> <p>Daily (D5). Services performed once each calendar day, Monday through Friday, including holidays unless otherwise noted.</p> <p>Daily (D7). Services performed once each calendar day, seven days per week, including weekends and holidays.</p> <p>Monthly (M). Services performed 12 times during each 12-month period of the contract at intervals of 28 to 31 calendar days.</p> <p>Quarterly (Q). Services performed four times during each 12-month period of the contract at intervals of 80 to 100 calendar days.</p> <p>Semiannual (SA). Services performed twice during each 12-month period of the contract at intervals of 160 to 200 calendar days.</p> <p>Semimonthly (SM). Services performed 24 times during each 12-month period of the contract at intervals of 14 to 16 calendar days.</p> <p>Three times weekly (3W). Services performed three times a week, such as Monday, Wednesday, and Friday.</p> <p>Twice weekly (2W). Services performed twice a week, such as Monday and Thursday or Tuesday and Friday.</p> <p>Weekly (W). Services performed 52 times during each 12-month period of the contract at intervals of six to eight calendar days.</p>
Government Furnished Property (GFP)	<p>Property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. Government furnished property includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification. Government furnished property also includes contractor acquired property if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.</p>
Inspection	<p>A rigorous, detailed assessment of the condition of a facility performed to generate a fundable scope and cost estimate for prioritization and funding of maintenance and repair.</p>
Job or Work Order	<p>An authorization for work that requires planning and estimating and has an individual line of accounting for financial and performance evaluation.</p>
Maintenance And Repair	<p>The preservation or restoration of a piece of equipment, system, or facility to such condition that it may be effectively used for its designated purposes. Maintenance/repair may be adjustment, overhaul, reprocessing, or replacement of constituent parts or materials that are missing or have deteriorated by action of the elements or usage, or replacement of the entire unit or system if beyond economical repair.</p>
Performance Assessment	<p>A method used by the Government to provide some measure of control over the quality of purchased goods and services received.</p>
Performance Assessment Representative (PAR)	<p>That individual designated by the KO to be responsible for the monitoring of Contractor performance.</p>
Pre-Expended Bin Materials And Supplies	<p>The minor materials and supplies that are incidental to the job, for which the total direct cost of any one material line item shown on the material estimate is ¥1000 or less. Examples of pre-expended bin materials and supplies include, but are not limited to, solder, lead, flux, electrical connectors, electrical tape, fuses, nails, screws, bolts, nuts, washers, spacers, masking tape, sand paper, solvent, cleaners, lubricants, grease, oil, rags, mops, glue, epoxy, spackling compound, joint tape, plumbers tape and compound, clips, welding rods, and touch up paint.</p>
Property Administrator	<p>An authorized representative of the Contracting Officer who is responsible for administering contract property requirements, terms and conditions of the contract</p>

ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Definition	Description
Occurrence	A planned and executed preventative maintenance inspection and servicing for a single independent complete and useable vehicle barrier system or auxiliary generator
Quality Assurance (QA)	The planned and systematic activities implemented in a quality system so that quality requirements for a product or service will be fulfilled.
Quality Control (QC)	The observation techniques and activities used to fulfill requirements for quality.
R. S. Means	A data collection and organization system developed by R. S. Means Company which can be used to prepare accurate, dependable construction estimates and budgets in a variety of ways. The Contractor shall use the latest edition. Material prices are based on a national average and computed labor costs are based on a 30-city national average. An estimate prepared using this data is called a "Means estimate"; data may simply be referred to as "Means".
Response Time	The time allowed the Contractor after initial notification of a work requirement to be physically on the premises at the work site with appropriate personnel, tools, equipment, and materials, ready to perform the work required.
Unit Priced Labor (UPL) Hour	The unit price bid by the Contractor to perform one hour of work-in-place. With the exception of direct material and construction equipment costs, the unit price includes all indirect and direct costs associated with performing work. The price includes the Contractor's hourly composite trade wage, adjusted to allow for workforce productivity; costs for pre-expended bin materials, union agreements, crew sizes, hand tools, payroll burdens and fringes, overtime, job (field) overhead (including clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance), general and administrative (home office) overhead, and profit. Additionally, time for job preparation, safety standby personnel, and similar indirect labor elements are included.

ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Acronym	Title
ACO	Administrative Contracting Officer
BW	Biweekly
CDR	Contract Discrepancy Report
CIA	Controlled Industrial Area
CIMU	Component Inventory Management Unit
CMMS	Computerized Maintenance Management System
COR	Contracting Officer Representative
COR	Condition of Readiness
DBH	Diameter at Breast Height
DCR	Direct Condition Rating
DoD	Department of Defense
DoN	Department of Navy
DRMO	Defense Reutilization Management Office
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
FAR	Federal Acquisition Regulation
FFP	Firm Fixed Price –Recurring Work
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FSC	Facility Support Contract
GIS	Geospatial Information System
GFE	Government-furnished Equipment
GFF	Government-furnished Facilities
GFM	Government-furnished Materials
HCA	Head Contracting Agency
ICP	Integrated Contingency Plan
IDIQ	Indefinite Delivery Indefinite Quantity- Non Recurring Work
IPM	Integrated Pest Management
IPMIS	Integrated Pest Management Information System
IPMP	Integrated Pest Management Plan
KO	Contracting Officer
M	Monthly
MAP	Maintenance Action Plan
MSDS	Material Safety Data Sheets
NAVFAC	Naval Facilities Engineering Command
NMCI	Navy Marine Corps Intranet
NOSC	Navy-On-Scene Coordinator
PAP	Performance Assessment Plan
PAR	Performance Assessment Representative
PAW	Performance Assessment Worksheet
PEO	Program Executive Officer
PM	Project Manager
PM	Planned Maintenance or Preventative Maintenance
PRCSP	Permit Required Confined Space Program
PWS	Performance Work Statement
PWO	Public Works Officer
Q	Quarterly
QC	Quality Control
RPIE	Real Property Inventory Equipment
SM	Semimonthly
SPAR	Senior Performance Assessment Representative

ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Acronym	Title
TE	Technical Exhibit
VIQ	Variation in Quantity
WBS	Work Breakdown Structure

ATTACHMENT J-0200000-02
DIRECTIVES, INSTRUCTIONS, AND REFERENCES

<u>Reference</u>	<u>Title</u>
CFR	Code of Federal Regulations http://www.gpo.gov/fdsys/browse/collectionCfr.action?collectionCode=CFR
COMNAVFORJAPANINST 11320.2B	Fire Prevention Regulation
DOD Instruction 1000-18	Federal and State Occupational Safety and Health Inspection and Investigation at Contractor Workplace on Department of Defense Installations
EM 385-1-1	U.S. Army Corps of Engineers Safety and Health Requirements http://www.pennagc.com/EM-385-1-1/EM385-1-1FINAL%5B1%5D.pdf
FAR	Federal Acquisition Regulation (FAR) http://farsite.hill.af.mil/
JEGS	Department of Defense (DOD) Japan Environmental Governing Standards (JEGS) http://www.usfi.mil/Documents/References/JEGS/2012%20Japan%20Environmental%20Governing%20Final.pdf
JISHA	Japanese equivalent Industrial Safety and Health Law
Japanese Law No.57-1972	Industrial Safety and Health Act
Japanese Law No.86-1999	Act on Confirmation, etc. of Release Amounts of Specific Chemical Substances in the Environmental and Promotion of Improvements to the Management Thereof
Japanese Law No.91-1993	Basic Environmental Act
Japanese Law No.97-1968	Air Pollution Control Act (Clean Air Act)
Japanese Law No.137-1970	Waste management and Public Cleaning Act
Japanese Law No.138-1970	Water Pollution Control Act
Japanese Law No.186-1948	Fire and Disaster Management Act
NAVFACINST 11013.40A	NAVFAC Partnering Policy
NAVFACFEINST 11260.1G	Weight Handling Equipment Program Manual https://www.navfac.navy.mil/content/dam/navfac/NAVFAC%20Pacific/NAVFA C%20Far%20East/PDFs/11260.1g.pdf
NFPA 70	(National Fire Protection Association) 70 National Electrical Code http://www.nfpa.org/aboutthecodes/AboutTheCodes.asp?DocNum=70
NFPA 101	(National Fire Protection Association) 101 Life Safety Code
SECNAV 5100.13	Navy and Marine Corps Tobacco Policy
U.S Public Law 91-596	P.L. 91-596 Occupational Safety and Health Act https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_id=19007&p_table=INTERPRETATIONS
P.L. 91-596	Occupational Safety and Health Act

Note: Latest version of references shall be applied.

INVOICING PROCEDURES

Contractor's invoice for services performed shall include:

1. NAVFAC invoice cover form: NAVFAC 7300/30
(Referred to at the NAVFAC website: <https://portal.navfac.navy.mil/>)

2. Original invoice that includes the following:

Contractor name, address, phone number and point of contact
Invoice number

Invoice date

Contract number and applicable task order numbers

Period that services were performed

Contractor line item breakdown (item number, quantity, unit, unit price and total amount)

Invoice total

Typed name, title and signature of contractor's representative.

Submit a monthly invoice for FFP work and a separate invoice for each Task Order.

United States based contractors are required to submit their invoices via WAWF. See Section G for processing invoices using WAWF.

ATTACHMENT J-0200000-04

FORMS

ITEM	DESCRIPTION	LOCATION
1	Contractor's Significant Incident Report (CIRS)	J-200000-04-01
2	Contractor's Invoice	J-200000-04-02
3	USFJ Spill Report	J-200000-04-04
4	Contractor Waste Disposition and Disposal	J-200000-04-05
5	Contractor Hazardous Material Inventory Log	J-200000-04-06

ATTACHMENT J-0200000-04-01
FORMS
<u>NAVY CONTRACTOR INCIDENT REPORTING SYSTEM (CIRS)</u>

Initial Report

Follow-up Report

Final Report

Date ____ / ____ / ____

Contractor Incident Report System (CIRS)

1. Contract Information		Incident Information
Prime Contractor:	Cage Code:	
Contract Number:	Installation of Incident:	
Task Order #:	Contracting Activity/ROICC Office:	
Contractor Contact Information		
Name (Last, First):	Phone #:	
Email Address:	Date Notified:	
2. Incident Type (Please Circle All That Apply)		
Assault/Violent Act	Extreme Environmental Exposure	Man over the side (No water entry)
Diving	Falls, slip, trip, or bodily exertion	Man Overboard - Water Entry
Electrical Shock/Burns	Fires - All Types	Material Handling Equipment
Equipment Installation/Repair	Hazardous Material (any type)	Ordnance-Related (Explosive)
Explosion, Non-Ordnance	Industrial (Select Additional Below)	Vehicle (Government or Private)
Industrial Incident Additional Information (Please Circle All That Apply)		
Confined Space	Hand and Power Tools	Work Platforms and Scaffolding
Demolition/Renovation	Rigging	Underground Construction, Shafts, and Caissons
Trenching/Entrapment	Cranes and Hoisting Equipment	Concrete, Masonry, Steel Erection and Residential Construction
Traffic Control	Floating Plant and Marine Activities	Tree Maintenance and Removal
Welding and Cutting	Pressurized Equipment and System	Airfield and Aircraft Operations
Control of Hazardous Energy	Fall Protection	

3. General Information		Incident Information
Date of Accident:		Time of Accident:
Describe the accident in detail in your words: <i>(Use the back of page if you need additional space)</i>		
Exact Location of Accident:		
Were Hazardous Material(s) Involved Yes No If Yes, Explain What Hazardous Materials Were Involved and Why:		
Who Provided Clean-up? Onsite Base Public		
Activity of the injured person at the time of incident:		
Personal Protective Equipment: (Circle Response) <div style="display: flex; justify-content: space-around;"> Available and used Available and not used Not Required </div> <div style="display: flex; justify-content: space-around; margin-top: 10px;"> Not related to Mishap Wrong PPE for job </div> List PPE Used:		

4. Fully Explain What Allowed or Caused the Incident:		Incident Information
Direct Cause:		
Indirect Cause:		
Additional Action Taken: (Please Include a Begin Date and Est. End Date in Description)		
Additional Action Taken: (Please Include a Begin Date and Est. End Date in Description) <i>(Use the back of page if you need additional space)</i>		
5. Contributing Factors:		
Was Visibility Restricted? Yes No		Distance Visibility was restricted:
Unit of Measure (Check/Bold): Feet Yards Meters Miles Nautical Miles		
Visibility Restricted By: (Circle all that apply)		
Fog Smoke Rain Sleet Snow		
Mist Dust Sandstorm Unknown Object Other:		
Lighting Conditions at Site of Mishap: (Please Check)	Was Noise Level a Factor: (Please Circle)	Was Carbon Monoxide (CO) a Factor:(Please Circle)
Adequate Inadequate Unknown	Yes No Unknown	Yes No
		If Yes CO Alarm Manufacturer:

1. Injured Data		(if applicable) Person #	
Age:	Gender: (Circle) Male Female	Contractor Name:	Contractor Name:
2. General Information			
Drug or Alcohol Involved: (Circle all that apply)			
None	Unknown	Alcohol	Drugs Alcohol and Drugs
Who Provided First Aid? Onsite Base Public			
Was Ergonomics a Factor: (Circle) Yes No			
Type of Ergonomic Injury: (Circle All That Apply)			
Lifting	Positioning	Bending	Equipment Placement Office
Equipment Placement Industrial	Repetitive Motion	Impact Strain	
3. Injury Illness/Fatality Information			
Severity of Injury/Illness: (Circle)			
Fatality	Lost Workday Case Involving Days Away From Work		
Temporary Disability	Recordable Workday Case Involving Restricted Duty		
Permanent Total Disability	Other Recordable Case	Recordable First Aid Case	
Permanent Partial Disability	Non-Recordable Case	No Injury	
Where There Days Lost: (Circle)		Where There Days Hospitalized: (Circle)	
Yes No	Yes No	Where There Days Restricted Duty: (Circle)	
Yes No			
Part of Body Affected:			
Nature of Injury or Illness:			
Event or Exposure:			
Source of Injury or Illness:			
General Location Description:			
Injury Activity Code:			

4. License (if applicable) Person #		
Are Appropriate License and Certification/Medical Current: (Circle) Yes No Describe or Explain: 		
Attach Image of License or Certification Name/Description:	Date Added:	Uploaded By:
5. Training		
Was all the contract-required training provided to the employee: (Circle) Yes No Explain: 		
6. Attached Documents		
Attached Documents Name/Description:	Date Added:	Uploaded By:

4. License (if applicable) Property Damage		
Are Appropriate License and Certification/Medical Current: (Circle) Yes No		
Describe or Explain: 		
Attach Image of License or Certification Name/Description:	Date Added:	Uploaded By:
5. Training		
Was all the contract-required training provided to the employee? (Circle) Yes No		
Explain: 		

Complete Only Sections Appropriate to Incident (Rev. 03/11).

NOTE: THE ATTACHED CIRS FORM IS TO BE USED BY CONTRACTORS TO RECORD THE RESULTS OF THEIR ACCIDENT/INCIDENTS INVESTIGATIONS AND SHALL BE PROVIDED TO THE CONTRACTING OFFICER WITHIN THE REQUIRED TIMEFRAMES.

GENERAL. Complete a separate report for each person who was injured in the accident pages 5-6. A report needs to be completed for all OSHA recordable accidents and property damage cases. Please type or print legibly. Appropriate items shall be (Circled), non-applicable sections shall be marked "N/A". If additional space is needed, provide the information on a separate sheet of paper and attach to the completed form.

Mark the report: (Circle)

Initial: If this form is being used as initial notification of a Fatality or High Visibility Mishap. The initial form is due within 4 hours of a serious accident. A form marked 'Follow-up' or 'Final' is required within 5 days.

Follow-Up: If you are providing additional information on a report previously submitted.

Final: If you are providing a completed report and expect no changes.

Incident Information

Section 1 Contract Information – Incident Information

Prime Contractor: Name as it appears on contract documents.

Cage Code: If known.

Contract Number: Number as it appears on the contract documents.

Installation: Name of installation where incident occurred.

Task Order #: Insert number if applicable.

Contracting Activity/ROICC Office: Enter the name and address of the Contracting Office administering the contract under which the mishap took place (e.g. ROICC MCBH, ROICC NORFOLK, PWC GUAM, etc.).

Contractor Contact Information: (Contractor point of contact information for the individual responsible for completing the form) Self Explanatory

Section 2 Incident Type: Check/Bold most applicable category, if you select Industrial you must Check/Bold at least one additional category from the **Industrial Incident Additional Information Section**.

Section 3 General Information Incident Information

Date of Accident: Enter the month, day, and year of accident.

Time of Accident: Enter the local time of accident in military time. Example: 14:30 hrs (not 2:30 p.m.).

Describe the Accident in Detail in your words: Fully describe the accident in the space provided. If property damage involved, give estimated dollar amount of damage and/or repair costs involved. If additional space is needed continue on a separate sheet and attach to this report. Give the sequence of events that describe what happened leading up to and including the accident. Fully identify personnel and equipment involved and their role(s) in the accident. Ensure that relationships between personnel and equipment are clearly specified. Ensure questions below regarding direct cause(s), indirect cause(s), and actions taken are answered. **NOTE!** Review questions in Section 4 (Fully Explain What Allowed or Caused the Incident - Incident Information) below before completing.

Exact Location of Accident: Enter facts needed to locate the accident scene (e.g. installation/project name, building/room number, street, direction and distance from closest landmark, etc.).

Were Hazardous Material(s) Involved Yes No

If Yes, Explain What Hazardous Materials Were Involved and Why: Check or Bold appropriate block and list name(s) and quantities of hazardous materials spilled/released during the mishap. List why the hazardous chemicals were being used.

Activity at the time of incident: What type of work/task was being performed by the injured when the injury took place or property damage occurred.

Personal Protective Equipment– Check/Bold appropriate items and list PPE which was being used by the injured person at the time of the accident (e.g. protective clothing, shoes, glasses, goggles, respirator, safety belt, harness, etc.)

Section 4 Fully Explain What Allowed or Caused the Incident - Incident Information

Direct Cause(s): The direct cause is that single factor which most directly lead to the accident. See examples below.

Indirect Cause(s): Indirect cause are those factors, which contributed to, but did not directly initiate the occurrence of the accident.

Examples for Direct and Indirect Cause:

1. Employee was dismantling scaffold and fell 12 feet from unguarded opening.

Direct cause: Failure to provide fall protection at elevation

Indirect causes: Failure to enforce safety requirements: improper training/motivation of employee (possibility that employee was not knowledgeable of fall protection requirements or was lax in his attitude toward safety); failure to ensure provision of positive fall protection whenever elevated; failure to address fall protection during scaffold dismantling in phase hazard analysis.

2. Private citizen had stopped his vehicle at intersection for red light when vehicle was struck in rear by contractor vehicle. (note contractor vehicles was in proper safe working condition.)

Direct cause: Failure of contractor driver to maintain control of and stop contractor vehicle within safe distance.

Indirect cause: Failure of employee to pay attention to driving (defensive driving).

Additional Action Taken: Fully describe all the actions taken, anticipated, and recommended to eliminate the cause(s) and prevent reoccurrence of similar accidents/illnesses. Continue in the additional box and or on additional sheets of paper if necessary to fully explain and attach to the completed report form.

Please Include a Begin Date and Estimated Completion Date in Description

(1) Begin: Enter the date when the corrective action(s) identified above will begin.

(2) Est. End Date - Enter the date when the corrective action(s) identified above will be completed.

Section 5 Contributing Factors Incident Information: Check/Bold appropriate items fill in information where required
Other Contributing Factors: Describe in detail any additional contributing factors not listed in previous information provided.

Section 6 Attached Documents: Provide the appropriate information for each document/file attached or uploaded.

Injured Data Person

Complete Pages 5 and 6 for each injured person At the upper right hand corner of page 5 and 6 differentiate between each person by using a numerical value (e.g. Person #1, Person #, Person #3, etc.)

Section 1 Injured Data: Fill in all applicable information, Check/bold appropriate responses.

Section 2 General Information:

(Circle)appropriate responses

Section 3 Injury/Illness Fatality Information: Check/bold appropriate responses

Part of Body Affected: Enter the most appropriate primary and when applicable, secondary, etc. body part(s) affected (e.g. arm: wrist: abdomen: single eye; jaw: both elbows: second finger: great toe: collar bone: kidney, etc.).

Nature of Injury/Illness: Describes the manner in which the injury or illness was inflicted or produced. It attempts to answer the broad question of "how" work injuries and illnesses occurred. (e.g. Fall, Struck By, Caught By, Repetitive Motion, Rubbed or Abraded By, etc.)

Event or Exposure: Describes what was produced by the injury or illness was produced or inflicted. (e.g. Infectious Parasitic Diseases, Traumatic Injuries and Disorders, Open Wounds, Burns, Intracranial Injuries, etc.)

Source of Injury Illness: Identifies the object, substance, bodily motion, or exposure, which directly produced or inflicted the previously identified injury or illness. (e.g. Acids, Chemical Products, Furniture and Fixtures, Machinery, Structures and Surfaces, Tools Instruments and Equipment, etc.)

General Location Description: Describes where the injury occurred (e.g. Industrial Facilities, Operational Industrial Building Plant, Roadway, etc.)

Injury Activity Code: Describes what the injured person was doing when the injury occurred. (e.g. Operating Type of Equipment, Construction Activity Being Performed, Industrial Operation Being Conducted, etc.)

Section 4 License:

Are Appropriate License and Certification/Medical Current: Did the injured employee have the appropriate license/certification or medical evaluations completed to conduct the work/task being performed.

Describe/Explain: Describe the required (licensing/certification/medical evaluation) for job/task being performed, date when license was issued, and expiration date. (e.g. "Powdered Actuated Tools, Hilti DX-350, License issued 11/29/2011, expires 3-years from issue date." "Respirator Semi Annual Medical Evaluation, conducted 12/30/2011, expires on 12/30/2013", etc.)

Attach Image of License or Certification: Self-Explanatory

Section 5 Training:

Was all the contract-required training provided to the employee: Self-Explanatory

Explain: If no, to the previous questions explain why the employee was not trained.

Section 6 Attached Documents:

Self-Explanatory use this for photos, drawings, diagrams, or other relevant documents.

Property Damage

Section 1 Involved Person Data: Fill in all applicable information, Check/bold appropriate responses.

Section 2 Attached Documents:

Self-Explanatory use this for photos, drawings, diagrams, or other relevant documents.

Section 3 Property Damaged:

Check/bold appropriate responses. Other Headings Self-Explanatory.

Section 4 License:

Are Appropriate License and Certification/Medical Current: Did the equipment operator have the appropriate license/certification or medical evaluations completed to conduct the work/task being performed.

Describe/Explain: Describe the required (licensing/certification/medical evaluation) for job/task being performed, date when license was issued, and expiration date. (e.g. "State Issued Driver, License issued 11/29/2011, expires on MM/DD/YYYY" "Scissor Lift, JLG Model 260MRT conducted 12/30/2011, does not expire.")

Attach Image of License or Certification: Self-Explanatory

Section 5 Training:

Was all the contract-required training provided to the employee: Self-Explanatory

ATTACHMENT J-0200000-04-02
FORMS
Contractor's Invoice

NAVFAC 7300/30 (rev 1/02)

NAVAL FACILITIES ENGINEERING COMMAND

1. CONTRACTOR'S INVOICE

From _____ Invoice Date _____
 _____ Invoice Number _____

POC/Telephone/email for this invoice _____

T0: Contract specialist: _____

Below is a Statement of performance under Contract _____ Task Order # _____
 for _____ at _____

The enclosure provides breakdown of this statement of performance.

- A. Total value of contract/task order through change _____ \$ _____
- B. Percentage of performance complete _____ % _____
- C. Value of completed performance _____ \$ _____
- D. Less total or prior payments _____ \$ _____
- E. Amount of this invoice _____ \$ _____

Signature and Title: _____
 Date: _____ Signature of Authorized Representative

Taxpayer Identification No. (TIN): _____
 Electronic funds transfer (EFT) banking information (if applicable): _____

2. FIRST ENDORSEMENT

From: Accountable Official _____
 To: Certifying Officer _____

- 1. Payment is recommended as follows:
 - A. Amount of work completed to (date) _____ \$ _____
 - B. Less:
 - Retention \$ _____
 - Other Deductions \$ _____
 - C. Subtotal _____ \$ _____
 - D. Less previous payments _____ \$ _____
 - E. Certified amount for payment # _____ on TO # _____ \$ _____
 - F. Elapsed contract time (if applicable) _____
-

ATTACHMENT J-0200000-04-03
USFJ SPILL REPORT

USFJ SPILL REPORT			Print Form
SPILL INCIDENT DATA			
1. DATE AND TIME OF SPILL	2. DATE AND TIME OF REPORT	3. LOCATION/INSTALLATION	
4. MISSION IMPACT		5. PRODUCT INVOLVED	6. QUANTITY SPILLED (GALLONS)
7. BRIEF DESCRIPTION OF SPILL INCIDENT (INCLUDE SOURCE OF SPILL)			
8. CAUSE AND CIRCUMSTANCES OF SPILL/INCIDENT			
ENVIRONMENTAL			
9. DID THE FUEL ENTER A WATERWAY?		YES. (Describe effects in block 9A.) <input type="checkbox"/>	NO. (Proceed to block 10.) <input type="checkbox"/>
9A. ENVIRONMENTAL IMPACT, SEVERITY, AND GEOGRAPHIC AREA AFFECTED BY THE SPILL/INCIDENT.			
10. DID THE FUEL SPILL/INCIDENT GO OFF-BASE?		YES. (Describe effects in block 10A.) <input type="checkbox"/>	NO. (Proceed to block 11.) <input type="checkbox"/>
10A. EFFECTS OF OFF-BASE SPILL/INCIDENT.			
11A. WEATHER CONDITIONS AT TIME OF SPILL.		11B. WEATHER CONDITIONS AT TIME OF REPORT.	
PUBLIC RELATIONS			
12. HAS ANYONE BEEN NOTIFIED PRIOR TO SUBMISSION OF THIS SPILL REPORT TO USFJ?		YES. (Fill out blocks 12A and 12B.) <input type="checkbox"/>	NO. (Proceed to block 13.) <input type="checkbox"/>
12A. WHAT US ORGANIZATIONS/AGENCIES?		12B. WHAT JAPANESE ORGANIZATION/AGENCIES?	
DLA ENERGY OWNED FUEL			
13. IS THIS DLA OWNED FUEL?		YES. (Fill out 13A, 13B., and 13C.) <input type="checkbox"/>	NO. (Proceed to block 14.) <input type="checkbox"/>
13A. DODAAC. <input type="text"/>		13B. COUNTRY.	
13C. DESCRIBE CLEANUP SUPPORT OR FUNDING REQUIRED FROM DLA ENERGY.			
REPORT INFORMATION			
14. SPILL REPORT SEQUENCE NUMBER		16. SPILL DISCOVERED BY SECTION	
15. SPILL REPORTED BY SECTION		16A. NAME	
15A. NAME		16B. RANK/PAY GRADE	
15B. RANK/PAY GRADE		16C. ORGANIZATION	
15C. ORGANIZATION		16D. EMAIL	
15D. EMAIL		16E. TELEPHONE	
15E. TELEPHONE		16F. STATUS	

Solid Waste Disposal Report
Construction and Demolition
Waste and Recyclables

*Please provide the following information in the blanks below. Be sure to show final destination of all wastes and recyclables and sign at the bottom of the page.

Company Name	Point of contact	Phone
Disposal Date	Destination	Cost

*Please report all weights using the table below. Indicate whether weight is in kilograms or pounds. If a type of waste is not listed in the table, note the wastes and weights in the notes section below.

Type of Waste	Weight (kg or lb)
Wood	
Metals	
Paper/Cardboard	
Soil	
Gravel	
Plastic	
Glass	
Concrete	
Asphalt	
Food	

NOTES

In accordance with Commander, Fleet Activities Chinhae (CFAC) Environmental Management System (EMS), this form (or equivalent) documents that the individual listed above is aware of the responsibility to report accurate solid waste disposal and recycle weights to the Public Works Department, Environmental Division in a timely manner.

Signature	Date
-----------	------

ATTACHMENT J-0200000-05
EXHIBIT LINE ITEM NUMBERS

Attached on Separate Document

SECTION J-1502000
DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

TABLE OF CONTENTS

ATTACHMENT NUMBER	<u>ATTACHMENT TITLE</u>
J-1502000-01	Definitions and Acronyms
J-1502000-02	References and Technical Documents
J-1502000-03	Site Maps
J-1502000-04	Historical Service Order Workload
J-1502000-04-01	Historical Preventative Maintenance Workload
J-1502000-04-02	PM Sample Program
J-1502000-05	Gate Barrier Inventory
J-1502000-06	Auxiliary Generator Inventory
J-1502000-07	Equipment Photos

DEFINITIONS AND ACRONYMS

DEFINITION	DESCRIPTION
CRANE, CATEGORY 1	Portal cranes, Hammerhead cranes, Locomotive cranes, Derricks, Floating cranes (YD), Tower cranes, Container cranes, Mobile cranes (except those indicated as category 4), including truck, cruiser, crawler, warehouse/industrial cranes, and cranes used for dragline, pile driving, clamshell, magnet, bucket work, and Aircraft crash cranes.
CRANE, CATEGORY 2 & 3	Cranes with rated capacities of 20,000 pounds or greater are category 2. Examples are Overhead traveling cranes, Gantry cranes (rail mounted), Wall cranes, Jib cranes, Pillar cranes, Pillar jib cranes, Monorails and associated hoists, Fixed hoists, including chain falls. Pedestal mounted commercial boom assemblies (fixed length, telescoping, and articulating types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with OEM rated capacities less than 2,000 pounds.
CRANE, CATEGORY 4	Commercial truck mounted cranes, Truck mounted articulating boom cranes, Pedestal mounted commercial boom assemblies (fixed length, telescoping, and articulating types) attached to stake trucks, trailers, flatbeds, or railcars, or stationary mounted to piers, etc., with OEM rated capacities of 2,000 pounds and greater. Commercial truck mounted cranes and truck mounted articulating boom cranes with OEM capacities of 2,000 pounds and greater require a licensed operator even if the cranes are down rated below 2,000 pounds capacity for administrative purposes.
EQUIPMENT, COLLATERAL	Encompasses built-in and large substantially affixed equipment/property that is normally acquired and installed as part of a facility project.
EQUIPMENT, INSTALLED	Encompasses building-type equipment, built-in equipment, and large, substantially affixed equipment/property, and is normally acquired and installed as part of a facility project. Installed equipment is normally required to make a facility useful and operable. Removing such equipment would impair the usefulness, safety, or environment of the facility or the facility restoration work required after its removal, is substantial.
EQUIPMENT, PERSONAL PROPERTY	Personal property equipment includes all equipment other than collateral equipment. Such equipment, when acquired and used in a facility or a test apparatus, can be severed and removed after erection or installation without substantial loss of value or damage thereto or to the premises where installed.
FACILITIES LIFE CYCLE	A facilities life cycle is divided into four stages, requirements (planning and design), acquisition (construction and acceptance), stewardship (operations, maintenance and repair), and disposal.
FACILITIES MAINTENANCE MANAGEMENT	The planning, prioritizing, organizing, controlling, reporting, evaluating, and adjusting of facilities maintenance operations to support the CNO/NAVFAC facilities policy and objectives and satisfy customers' facility needs. Defined by the International Facility Management Association as "the practice of coordinating the physical workplace with the people and work of the organization."
LIFE-CYCLE COSTS	A form of economic analysis that considers the total cost of owning, operating, and maintaining a building or system over its useful life.

MAINTENANCE, PREVENTIVE	Maintenance designed to increase the availability of the facilities/equipment by reducing the number of unexpected breakdowns or service interruptions. It is any planned maintenance activity that improves equipment life and avoid any unplanned maintenance requirements.
MANAGEMENT INFORMATION SYSTEMS- MAINTENANCE	A computerized system that will provide sufficient information for management to evaluate differences between budgets and actual costs and evaluate performance.
REPAIR	Repair is the restoration of facilities or equipment to such a condition that it may be effectively utilized for its designated purposes by overhaul, reconstruction, or replacement of constituent parts or materials which have deteriorated by action of the elements or usage, and which have not been corrected through maintenance. This term also applies to replacement of the entire unit or system if beyond economical repair. The intent of repair is to have the equipment at normal working condition.
REPLACEMENT	Replacement, as a distinct work element, is confined to a program of planned replacement of a facility or its components. It may be further limited to major components such as air conditioning compressors, furnaces or hot water heaters. Replacement is performed when the equipment has reached the end of its useful life; when it no longer can perform due to degradation of its internal components and repair is no longer cost effective. Included under the replacement would be the major rebuilding of any component, since rebuilding also restores performance.
RESTORATION	Restoration of real property to such a condition that it can be used for its intended purpose. Includes repair or replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident or other causes.
SUSTAINMENT	Maintenance and repair activities necessary to keep a typical inventory of facilities in "normal working condition". Sustainment includes regularly scheduled maintenance as well as cyclical major repairs or replacement of components that occur periodically over the expected service life of the facilities.
SERVICE ORDER	Any work required to return a facility, system, equipment or component to normal working condition. Service orders are minor facility problem requests or requests for facilities-related work that are too small to be planned and estimated.
SERVICE ORDER CYCLE	Count down starts when the customer is notified that the work has been accepted to be accomplished to the time when the work chit is turned in by the craftsmen as complete is one complete cycle period for a service order.
SERVICE ORDER, EMERGENCY	Emergency is defined as any facility deficiency that immediately compromises the mission or life, health and safety. Always includes, but is not limited to, failure of any utility, fire protection, environmental control, or security alarm systems.
SERVICE ORDER, URGENT	Urgent is defined as any deficiency that does not immediately endanger personnel or property, but extended delays of repairs could result in damage to Government property, or soon affect the security, health, or well-being of personnel or the continued operation of a service or system.
SERVICE ORDER, ROUTINE	Routine is defined as any deficiency that does not qualify as emergency or urgent, but is needed to maintain the agreed upon facility condition. Maintain means to repair to such a condition that it may be used for its intended purpose and to normal working

	condition. Does not include improvements.
WEIGHT HANDLING EQUIPMENT (WHE)	Weight handling equipment consists of cranes (e.g., portal cranes, jib cranes), rigging gear (e.g., slings, shackles), and associated equipment (e.g., portable hoists, dynamometers). For purposes of this technical sub-annex, WHE does not include mobile or transportable truck, crawler, and railway mounted locomotive cranes covered in 1700000 BSVE.

Acronym	Title
RPIE	Real Property Inventory Equipment
SRM	Sustainment, Restoration and Modernization
UFC	Unified Facilities Criteria

ATTACHMENT J-1502000-02
REFERENCES AND TECHNICAL DOCUMENTS

Reference	Title
NAVFAC MO-912	Operation, Maintenance and Repair of Auxiliary Generators
NAVFAC P-307	Management of Weight Handling Equipment

ATTACHMENT J-1502000-03
SITE MAPS

Location	Title
J-1502000-04-01	MCAS Futenma
J-1502000-04-02	Camp Foster
J-1502000-04-03	Camp Schwab

ATTACHMENT J-1502000-03-02
Camp Foster Map



Camp Foster

ATTACHMENT J-1502000-04
HISTORICAL SERVICE ORDER WORKLOAD

Labor Categories	Emergency Service Orders (received during Government regular working hours)		Emergency Service Orders (received after Government regular working hours)		Urgent Service Orders		Routine Service Orders	
	Number of Calls	Avg Hrs to Complete	Number of Calls	Avg Hrs to Complete	Number of Calls	Avg Hrs to Complete	Number of Calls	Avg Hrs to Complete
Gate Barriers	0	0	2	1	0	0	0	0
Auxiliary Generators	0	0	0	0	0	0	0	0
Total Service Orders	0	0	2	1	0	0	0	0

ATTACHMENT J-1502000-04-01
HISTORICAL PM PROGRAM WORKLOAD

Maintenance and Inspection Frequency	Monthly Preventive Maintenance	Quarterly Preventive Maintenance	Semi-annual Preventive Maintenance	Annual Preventive Maintenance
Vehicle Barrier Systems	12	N/A	N/A	1
Auxiliary Generator (EA)	As needed	As needed	As needed	As needed

Note: During annual service monthly service is performed.

ATTACHMENT J-1502000-04-02
PM SAMPLE PROGRAM

Where this program differs from the minimum requirements of the manufacturer's suggested requirements, industry standards, or Federal, State, or local laws and regulations, the most stringent will apply.

GATE BARRIER SYSTEMS

1. MONTHLY MAINTENANCE

- A. General Cleaning. Wipe down entire Hydraulic Power Unit (HPU), motor, oil reservoir tank, hydraulic lines and components, and remove any accumulated dust or dirt. Wipe up any spilled oil.
- B. Machine Room. Clean machine room floors; keep clean and free of oil and grease. Articles or materials not necessary for the maintenance or operation of barrier system will not be stored in the machine room. Excessive heat and unusual noises shall be corrected. Correct any oil leakage.
- C. Barrier. Keep the bottom of the barrier foundation frame clean and free of debris, sand or dirt. Check for indications of oil leaks around the cylinders and barrier header fittings. Inspect hydraulic cylinders, seals, flexible hydraulic hoses and hydraulic interconnection (between HPU and barrier) lines, fittings, signal lights, wiring; limit switches, and the underside of ramp; lubricate, tighten, repair/replace as necessary. Correct any oil leakage. Remove barrier top plates and check the tightness of each of the sixteen hardened steel cap screws holding the four bearing blocks; reapply anti-seize compound as necessary. Inspect and lubricate all bronze style bearings and pins, cylinder clevis pins, bushings and main barrier bearings; grease bearing blocks as necessary. Inspect graphite/fiberglass bearings; replace as necessary. Check and tighten all top plate bolts.
- D. System Operation Controls and Circuits. Operate barrier by performing start-up after safely securing area. Check all normal and emergency control functions for complete barrier operation (master control panel, slave control panel, emergency operate circuit, annunciator circuit, and safety loop detector, lights, HPU control panel, valve solenoids and switches). Confirm barrier operates smoothly during normal and emergency raise and lower cycles; adjust as necessary. Check back-up batteries and fuses; replace as necessary.
- E. Hydraulic Power Unit (HPU) & Oil Reserve Tank. Remove electrical power, bleed system pressure to zero. Check oil level at zero system pressure. Add clean, filtered oil as necessary. Oil type and grade shall be in compliance with the equipment manufacturer's specification. Inspect all flexible hydraulic hoses and interconnection piping seals and fittings; tighten/replace as necessary. Restore electrical power and return system to normal operation. Correct any oil leakage.
- F. Gear Pump, Valves, Switches, Gauges. Confirm tightness of gear pump set screws in the coupling halves. Inspect seals; tighten/replace as necessary. Correct any oil leakage.
- G. Motor. Remove electrical power, bleed system pressure to zero. Restore electrical power and return system to normal operation.

- H. Accumulator. Check pressure while system is at zero pressure using manufacturer charging kit; record and submit values. Inspect hoses, fittings and seals; confirm tightness. Correct any oil or nitrogen leakage.

2. ANNUAL MAINTENANCE

- A. Hydraulic Power Unit (HPU). Clean thoroughly the HPU by removing dust and spilled oil. Remove any rust build up on components. Touch up paint as necessary.
- B. Oil Reserve Tank. After draining oil, wipe down the bottom of the tank. Confirm proper operation of oil level switch.
- C. Barrier. Remove barrier top plates; check hydraulic cylinders for internal leakage; replace cylinder seals or cylinder as necessary. Check cylinder clevis pins for wear; replace as necessary. Tighten or replace any loose top plate bolts. Check condition of barrier and foundation frame paint surfaces. Prepare, prime and touch up areas chipped or worn paint areas. Apply new reflective tape as necessary.
- D. Magnetic Motor Starter/Overload. Test motor starter overload; replace as necessary.
- E. Accumulator. Check pressure while system is at zero pressure using manufacturer charging kit; record and submit values. Inspect hoses, fittings and seals; confirm tightness. Correct any nitrogen leakage.
- F. Pressure Relief Valve. Test pressure relief valve by depressing the starter armature and allowing the unit to run. Adjust as necessary.
- G. Hydraulic Interconnection Lines. Check for kinks, contact wear or bulging; replace or protect hoses as required.
- H. Hydraulic Oil. Drain hydraulic oil from reservoir and flush with mineral spirits or clean oil. Remove and replace filter and refill with clean, filtered hydraulic oil. Oil type and grade shall be in compliance with the equipment manufacturer's specification. Dispose used hydraulic oil off base and in accordance with base and local regulations.
- I. Hand Pump. Verify proper manual operation by raising barriers with the hand pump. Bleed down system.

AUXILLARY GENERATORS

COOLING SYSTEM

Engine coolant level
Radiator
Coolant hoses, connections, and belts

Note: Contractor is responsible to maintain cooling system in optimum condition

ELECTRICAL SYSTEM

Battery
Battery connections and cables & belts
Electrical starter and engine alternator
Electrical system, accessories & components

Note: Contractor is responsible to maintain electrical system in optimum condition and replace components as needed

AIR FLOW SYSTEM

Air filters
Air intake and exhaust piping, silencers, and connections

Note: Contractor is responsible to maintain electrical system in optimum condition and replace components as needed

LUBRICATION SYSTEM

Engine oil
Engine oil filter
Generator bearings

Note: Contractor is responsible to maintain lubrication system in optimum condition

FUEL SYSTEM

Fuel filters
Fuel system hoses and connections

Note: Contractor is responsible to maintain electrical system in optimum condition and replace components as needed

ATTACHMENT J-1502000-05
GATE BARRIER SYSTEM INVENTORY

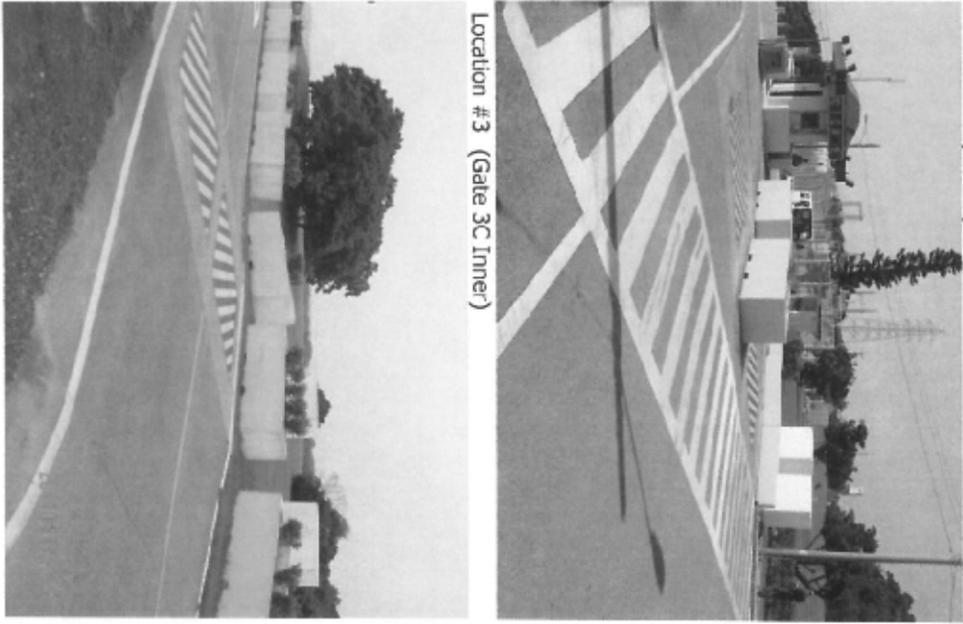
Base	Location	Manufacturer	Model	QTY
MCAS Futenma	Gate 1	Delta	DSC501 Phalanx	2
MCAS Futenma	Gate 2	Delta	DSC501 Phalanx	2
MCAS Futenma	Gate 3Inner	Delta	DSC501 Phalanx	2
MCAS Futenma	Gate 3 Outer	Delta	DSC501 Phalanx	2
Camp Foster	Gate 1	Delta	DSC501 Phalanx	1
Camp Foster	Gate 1B	Delta	DSC501 Phalanx	1
Camp Foster	Gate 3	Delta	DSC501 Phalanx	1
Camp Foster	Gate 4	Delta	DSC501 Phalanx	1
Camp Foster	Gate 5	Delta	DSC501 Phalanx	2
Camp Foster	Gate 6	Delta	DSC501 Phalanx	1
Camp Schwab	Gate 1	Delta	DSC501 Phalanx	2

Note: Vehicle Barrier Systems quantified by Hydraulic Power Unit (HPU)

ATTACHMENT J-1502000-06
AUXILIARY GENERATOR SYSTEM INVENTORY

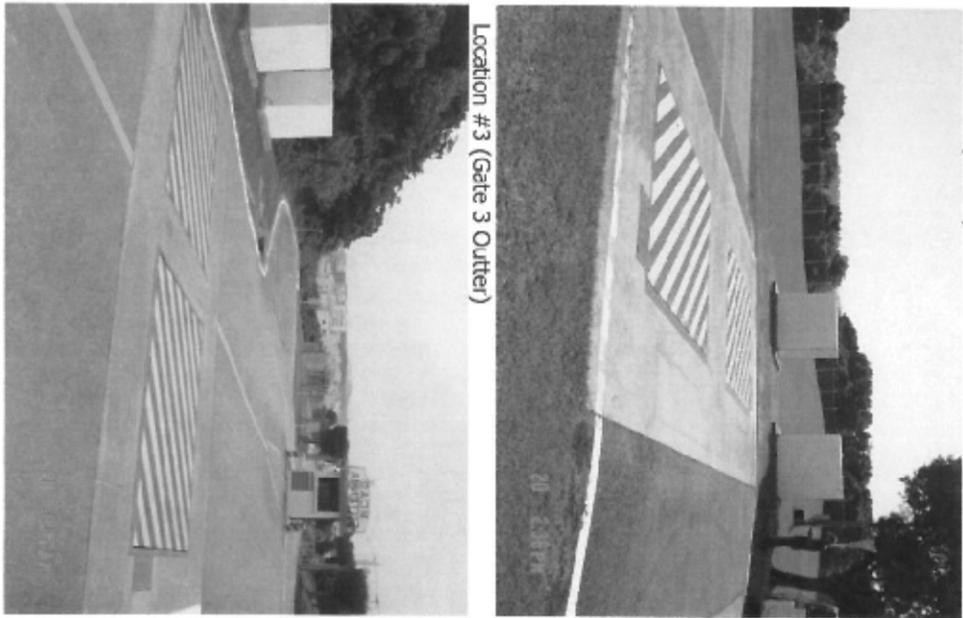
Base	Location	Manufacturer	Model	QTY
Camp Foster	Gate 1	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Foster	Gate 1B	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Foster	Gate 3	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Foster	Gate 4	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Foster	Gate 5	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Foster	Gate 6	GENSET	25kw 4LE1PV-01-ECO28-2	1
Camp Schwab	Gate 1	MEIDEN	DEGMA225FB	1

ATTACHMENT J-1502000-07-01
MCAS Futenma Equipment Photos

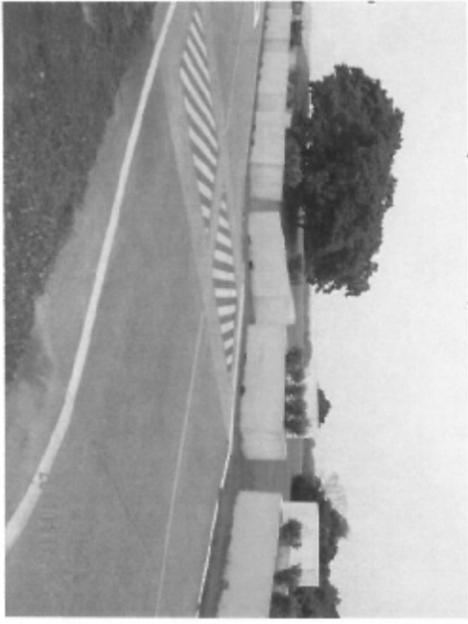


Location #1 (Gate 1)

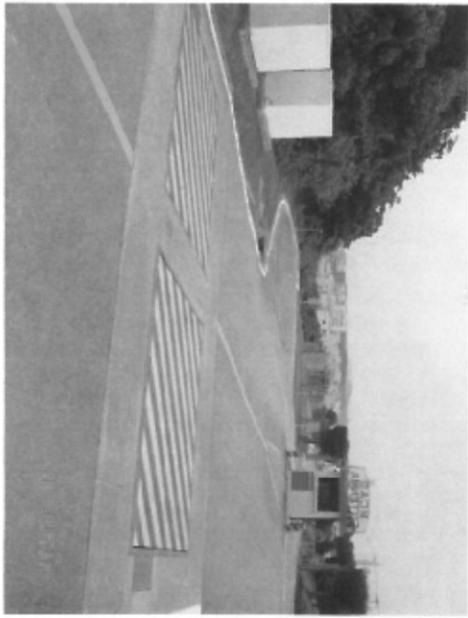
MCAS Futenma



Location #2 (Gate 2)



Location #3 (Gate 3C Inner)



Location #3 (Gate 3 Outer)

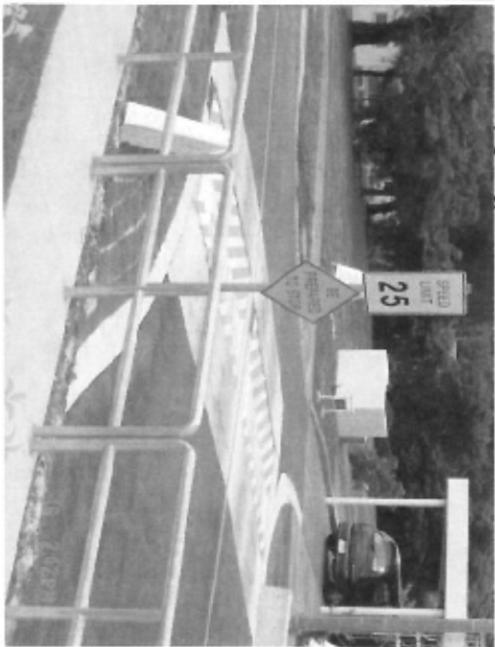
Camp Foster Equipment Photos

Gate #1 (Bldg. 1)



Camp Foster

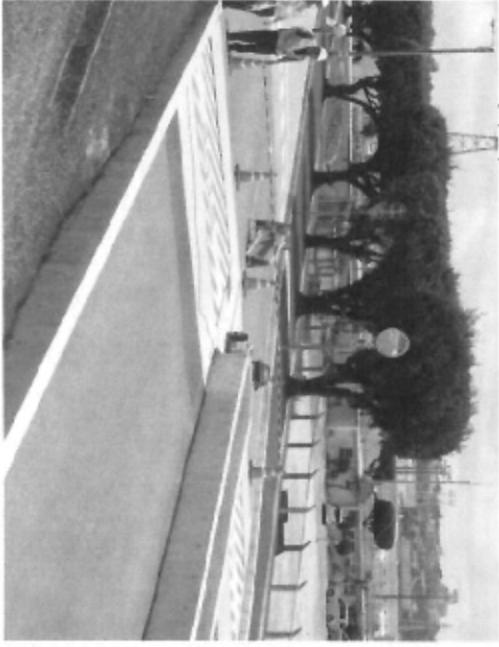
Gate #1B (Sotimaj)

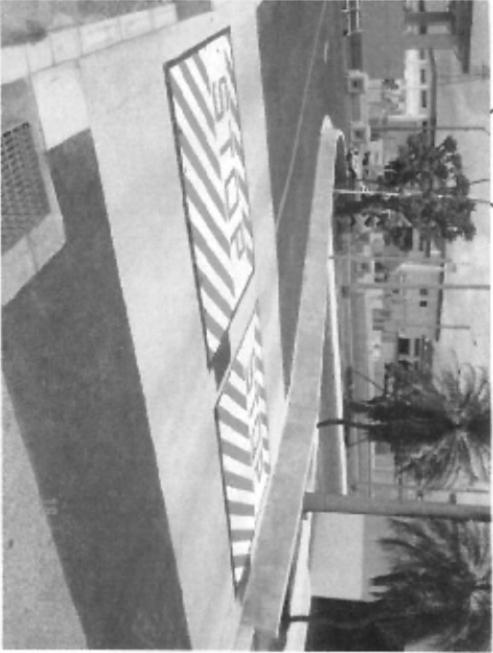


Gate #3 (Globe & Anchor)



Gate #4 (Spot)



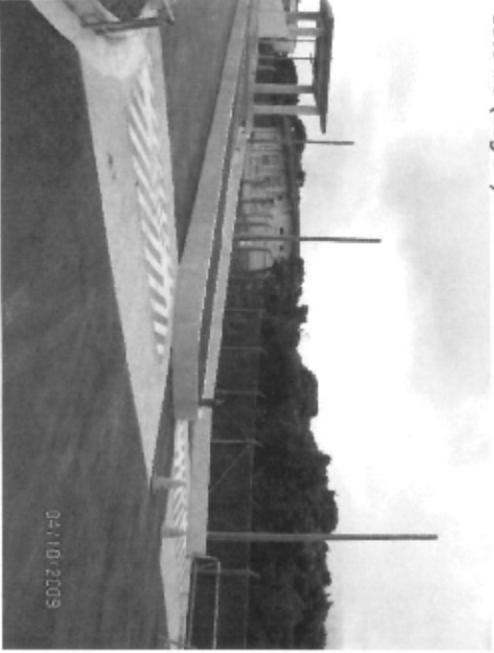


Gate #5 (Kitamae)

Camp Foster



Gate #5 (Kitamae)



Gate #6 (Legion)

ATTACHMENT J-1502000-07-03
Camp Schwab Equipment Photos

GATE 1 (VISITOR CENTER)

Camp Schwab

