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Spec Item	Title	Description
1	General Information	

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1.1	Outline of Services	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 All tidewater area locations controlled by MIDLANT, under a performance-based contract that is comprised of both Recurring Work and Non-Recurring Work Items. The bulk of the recurring work will take place at NSA Norfolk. Non-recurring repair type work may be ordered by any tidewater based MIDLANT facility. 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. The annex numbers are identified as 1 through 18 in the description column, but the full expanded annex numbers include seven digits (e.g., Annex 1 expanded number is 0100000 as shown in the header row at the top of this page). Annex 1 General Information 0100000 General Information Annex 2 Management and Administration 0200000 Management and Administration Annex 3 Command and Staff-N/A Annex 4 Public Safety-N/A Annex 5 Air Operations-N/A Annex 6 Port Operations-N/A Annex 7 Ordnance-N/A Annex 8 Range Operations-N/A Annex 9 Health Care Support-N/A Annex 10 Supply-N/A Annex 11 Personnel Support-N/A Annex 12 Morale, Welfare and Recreation Support-N/A Annex 13 Galley-N/A Annex 14 Housing-N/A Annex 15 Facilities Support 1502000 Facility Investment Annex 16 Utilities-N/A Annex 17 Base Support Vehicles and Equipment-N/A Annex 18 Environmental-N/A
1.2	Project Location	The bulk of the recurring work will take place at Naval Support Activity Hampton Roads (NSA HR). Non-recurring repair type work may be ordered by any tidewater based MIDLANT facility.
1.3	Acquisition of Additional Work	The Government reserves the right to acquire additional Boiler Maintenance and Repair services at additional locations in addition to the services and locations identified in the 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 indefinite delivery indefinite quantity provisions of the contract. Items of work not covered by this contract but within the general intent are considered in the scope of this contract.
1.4	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 inventories, maps, floor plans, 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 and to visit the technical

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		library during posted hours as part of its due diligence to assess the nature of work and conditions under which work is to be performed.
1.5	Climate Patterns	Virginia's climate results from global-scale weather patterns that are modified by the diverse landscape of the Commonwealth. In the Hampton Roads Area the Atlantic Ocean and its "river of warm water", commonly called the Gulf Stream, play a dominate role in differentiating Virginia's precipitation and climate. Winter storms in the vicinity of the east coast generally move northeastward paralleling the coast and the Gulf Stream. The climate is generally mild and wet. The summers are quite dry with some recovery during the fall and winter months.
1.6	Related Information	There are four types of Related Information that can be found in the Description and Related Information columns of the specification as follows: 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. Clarifying Information describes client expectations in a more detailed manner than the Performance Objective and Performance standard alone. Constraining Information describes limitations to the work performed to meet the Performance Objective and Performance Standard. Requirement Information further describes client requirements associated with each Performance Objective.
1.7	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:
1.7.1	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.

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1.7.2	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.
1.7.3	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).
1.8	Standard Template	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. 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 3 through 18 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 requirements. Specification item 4 will always contain the Non-recurring Work requirements. Requirements and standards for higher level specification items apply to all subordinate specification items, e.g., Specification Item 3 standards apply to all recurring work specification items. Specification Item 3.1 is applicable to all 3.1 subordinate specification items. Specification Items 3.2 and 3.3 are not considered subordinate to 3.1. 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 3 through 18.
1.9	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.
1.10	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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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 0700-1600, 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.
2.2.1.1	Observed Federal Holidays	The Government observes the following holidays: New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day.
2.2.1.2	Restriction to Contractor Working Hours	If the Contractor wishes to work outside of the Government's regular working hours for the Contractor's convenience, the Contractor shall submit a written Request to Work Outside Government's Regular Working Hours per Section F. Excludes work to be performed during specified hours.
2.2.2	Wage Determinations	Wage Determinations are included in J-0200000-02.
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	
2.3.1	Required Conferences and Meetings	The Contractor may be required to attend administrative and coordination meetings.
2.3.2	Partnering	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. Partnering should accomplish three goals: - 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

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		identifying and addressing issues that affect the Partnership.
2.3.2.1	Informal Partnering	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. The Initial Informal Partnering Session will be conducted and facilitated using electronic media (a video and accompanying forms) provided by Contracting Officer. The senior Government stakeholder present will lead the meeting, however, the Contractor's PM or senior representative is encouraged to participate as co-lead. The Partners will determine the frequency of the follow-on sessions.
2.3.2.2	Contract Partnering Administration	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. 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. The Core Management Team consisting of the attendees below must be present during the initial and all follow-on partnering sessions. These are the core mandatory attendees. Other stakeholders may attend if they desire or as recommended by the partners.
2.3.2.3	Contract Partnering Session Attendees	The Contractor shall bring the necessary personnel to successfully partner on this contract. Asterisk indicates mandatory personnel. President/Vice President * Project Manager * Quality Manager Site Safety and Health Officer
2.3.3	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.
2.3.4	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.
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

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		coverage: Comprehensive General Liability: $500,000 per occurrence Automobile Liability: $200,000 per person, $500,000 per occurrence, $20,000 per occurrence for property damage Workmen's Compensation: As required by Federal and state worker's compensation and occupational disease statutes Employer's Liability coverage: $100,000, except in states where worker's compensation may not be written by private carriers
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.
2.3.7	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-0200000-03. The Contractor shall comply with the most current version of directives, instructions, and references including versions published during the term of the contract.
2.3.8	Invoicing Procedures	Refer to Section G for invoicing instructions.
2.3.9	Forms	Forms referenced in this Annex, e.g. accident reporting, and damage reporting will be provide to the contractor by the Contracting Officer upon request.
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)	NONE
2.4.2	Government-Furnished Utilities	The Government will furnish water and electricity at existing outlets 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 secured from the KO. The Contractor shall provide and maintain, at its expense, the necessary service lines from the existing Government outlets to the work site. Provide and maintain backflow prevention devices on connections to domestic water lines and electrical transformer provisions on connections to electric lines. Meet all Federal, State, local, and installation codes and regulations for backflow prevention devices and electrical transformer provisions. Services required by the Contractor, for which there are no available Government outlets, shall be provided by the Contractor at no cost to the Government.
2.4.3	Government-Furnished Materials (GFM)	NONE
2.4.4	Government-Furnished Equipment (GFE)	NONE
2.4.5	Government-Furnished Services (GFS)	NONE
2.5	Contractor-Furnished	Except for items identified as Government Furnished, the Contractor shall

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Spec Item	**Title**	**Description**
	Items	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	The Contractor shall provide the capability to receive, prioritize, correspond, and respond to trouble/service calls and task orders during Government regular working hours and provide a point of contact at a local or toll free number who can perform the above function during other than Government regular working hours.
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 work status updates shall be provided when requested by the KO. A status update of any item of work must be provided within two hours of the inquiry during regular working hours, and by 0800 the following work day for inquiries after regular working hours.
2.6.3	Work Schedule	The Contractor's work 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.
2.6.4.1	Schedule of Deductions	The contractor shall submit a schedule of deductions per Section F. See section E, NFAS Clause 5252.237-9300 Schedule of Deductions.
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. If the discontinued service is due to an emergency breakdown the Contractor shall notify the KO, affected tenants and customers as soon as practicable.

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2.6.6	NAVFAC MAXIMO	MAXIMO is the Computerized Maintenance Management System (CMMS) used by the Government for work order history, asset management, and condition assessment. The Contractor shall provide all required data for NAVFAC MAXIMO as identified below:
2.6.6.1	MAXIMO Data	Required data fields for work orders are indicated in the Service Provider Information provided in J-0200000-04. Asset inventory data requirements are indicated in the Asset Information provided in J-0200000-05. Required data for documenting condition assessments is indicated in the Characteristic Meter Reading Information provided in J-0200000-06. Specified data shall be provided for all work performed in 1502000 Facility Investment. Further instructional information detailing the process for submitting the specified information for NAVFAC MAXIMO Data Reporting is provided in J-0200000-07. The Service Provider, Asset, Specification, and Characteristic Meter Reading Interfaces are used in multiple processes for loading data into MAXIMO by the Government and the format may be updated periodically. As part of the update the Contractor may be asked to modify the file to add/move columns in their submission. The Contractor also shall provide up to 10 extra data elements or columns with as many as 150 characters per element for the Government to define during contract performance at no additional cost to the Government. The Government will provide the Contractor 60 calendar days notice of modifications to the Service Provider, Asset, Specification, or Characteristic Meter Reading Interfaces file format.
2.6.6.2	MAXIMO Method of Data Entry	The Contractor shall provide data for NAVFAC MAXIMO using the methods detailed below: DIRECT ENTRY: The Contractor shall manually enter required work order and condition assessment data directly into NAVFAC MAXIMO. The Contractor shall ensure all information is updated by the end of each workday for all work performed. If the Contractor does not have access to NAVFAC MAXIMO at contract start, work order and condition assessment data shall be submitted in a pipe delimited flat-file following the NAVFAC MAXIMO DATA REPORTING process described in J-0200000-07 per Section F. Any failures in processing of the flat-file shall be corrected and resubmitted by the Contractor. In order to demonstrate the ability to properly format the flat-file, the Contractor shall provide a Sample Pipe Delimited Flat-file prior to contract performance per Section F. Flat file submission of work order and condition assessment data will be allowed for a period not to exceed Two months unless an extension is approved in writing by the KO.
2.6.6.3	MAXIMO Access	The process for obtaining access and establishing MAXIMO accounts are detailed in the NAVFAC MAXIMO SYSTEM ACCESS PROCEDURES provided in J-0200000-08. Once accounts have been established, MAXIMO can be accessed at https://maximo.navfac.navy.mil.

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		The Contractor shall provide all necessary computer equipment and Internet Service Provider (ISP) accounts to access MAXIMO for Direct Entry of required data.
2.6.6.4	MAXIMO Training	The Government will provide or make available initial training on NAVFAC MAXIMO to Contractor personnel responsible for direct entry of work order, asset, specification, and condition assessment data. Additional training will be provided by the Government when there are significant changes to the NAVFAC MAXIMO software or data entry requirements. Training due to changeover of personnel will be the responsibility for the Contractor. The Contractor will be provided a general user guide, local instructions, and other materials by the Government as reference material for the use of NAVFAC MAXIMO.
2.6.7	Quality Management System (QMS)	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: • 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	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. The Contractor's QM Plan shall include, at a minimum, the following: • Policy and objectives of Quality Management System (QMS) • Quality organization o List of personnel o Responsibilities & lines of authority o 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 o Scheduling and performance of inspection and surveillance o Measurement, data collection and analysis o Corrective action, preventive action, and continuous improvement o 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

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		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.
2.6.7.3	Quality Inspection and Surveillance Report	The Contractor shall submit a copy of the Contractor Quality Inspection and Surveillance Report per Section F. The Contractor Quality Inspection and Surveillance Report shall include a summary and results of the quality inspection and surveillance events performed and assessment-driven corrective actions and process adjustments during the previous month>>. The Government may adjust the frequency of the submittal based on the Contractor's quality of performance.
2.7	Personnel Requirements	The Contractor shall comply with the personnel requirements stated below.
2.7.1	Key Personnel	The Contractor shall submit a List of Key Personnel and Qualifications per Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications. 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.
2.7.1.1	Project Manager (PM)	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 shall have at least three years of experience in managing a workforce providing services on contracts of similar size, scope and complexity.
2.7.1.2	Quality Manager	The Contractor shall provide a Quality Manager or designated alternate that shall be available on-site within two hours after Government's notification. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager. The Quality Manager shall have fulfilled the following pre-requisite training and experiences before being hired as the Quality Manager under this contract: 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.
2.7.1.3	Site Safety and Health Officer (SSHO)	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

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		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. 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. 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: 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.
2.7.1.4	Environmental/Energy Manager	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. 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 contract.
2.7.2	Employee Requirements	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 perform the contract requirements and comply with installation emergency procedures.
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

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		including all option periods. Records shall be made available for Government review within 4 hours of request.
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 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 Legal Residency is furnished per Section F.
2.7.3	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	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. 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.
2.8	Security Requirements	The Contractor shall comply with all Federal, state, 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.
2.8.1	Employee Listing	The Contractor shall maintain a current Employee List and submit per Section F. The list shall include employee's name, supervisor, company, and level of security clearance.
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 shall display a valid state license plate that complies with State Vehicle Code. Vehicles shall meet all other requirement of the State Vehicle Code, such as safety standards, and shall carry proof of insurance and state registration, if applicable.
2.8.3	Passes and Badges	All Contractor employees shall obtain the required employee and vehicle passes. The Contractor employees must be able to obtain Common Access Cards (CAC) in accordance with security requirements. Each employee shall wear the Government issued badge over the front of the

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		outer clothing. When an employee leaves the Contractor's service, the employee's Passes and Badges shall be returned within 5 calendar days.
2.8.4	Access to Installation	All Contractor personnel shall obtain access to the installation by participating in the Navy Commercial Access Control System (NCACS), or by obtaining passes each day from the Base Pass and Identification Office. Costs for obtaining passes through the NCACS are the responsibility of the Contractor. One-day passes, issued through the Base Pass and Identification Office, will be furnished without charge. The Contractor shall furnish a completed EMPLOYMENT ELIGIBILITY VERIFICATION (DHS FORM I-9) form for all personnel requesting badges. This form is available at http://www.uscis.gov/portal/site/uscis by searching or selecting Employment Verification (Form I-9). Immediately report instances of lost or stolen badges to the Contracting Officer.
2.8.4.1	NCACS Program	NCACS is a voluntary program in which Contractor personnel who enroll, and are approved, are subsequently granted access to the installation for a period up to one year, or the length of the contract, whichever is less, and are not required to obtain a new pass from the Base Pass and Identification Office for each visit. The Government performs background screening and credentialing. Throughout the year the Contractor employee must continue to meet background screening standards. Periodic background screenings are conducted to verify continued NCACS participation and installation access privileges. Under the NCACS program, no commercial vehicle inspection is required, other than for Random Anti-Terrorism Measures (RAM) or in the case of an elevation of Force Protection Conditions (FPCON). Information on costs and requirements to participate and enroll in NCACS is available at http://www.rapidgate.com/vendors/how-to-enroll or by calling 1-877-727-4342.
2.8.4.2	One-Day Passes	Participation in the NCACS is not mandatory, and if the Contractor chooses to not participate, the Contractor's personnel will have to obtain daily passes, be subject to daily mandatory vehicle inspection, and will have limited access to the installation. The Government will not be responsible for any cost or lost time associated with obtaining daily passes or added vehicle inspections incurred by non-participants in the NCACS.
2.8.5	Access to Buildings	The Contractor shall monitor and control access into restricted areas under their responsibility, allowing only those individuals who have been properly cleared into restricted areas or other controlled access areas. The Contractor shall comply with security requirements, plus those imposed by the installation Commander at all times. Personnel with access to special areas will have the appropriate screening and/or security clearance, and personnel requiring routine access to restricted areas will wear special badges authorizing access for those areas. Contractor personnel shall not enter restricted or controlled areas or installation facilities unless specifically authorized in performance of their duties. The Contractor shall secure all buildings and facilities entered during non-duty hours and will secure all building and facilities under the Contractor’s cognizance at

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		the end of each work day or shift period.
2.8.6	Access Arrangements	The Contractor shall make all arrangements through the appropriate office 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. The Contractor shall use due diligence and be responsible for compromised security systems to include replacement costs that result from its action or inaction.
2.8.6.1	Escort Arrangement for Secured Areas	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. The Contractor may experience delays while waiting for escorts. The Government estimates the wait period can be up to 15 minutes. The Contractor shall notify the Government Performance Assessment Representative (PAR) and appropriate point of contract if an escort is not available after 15 minutes and access to accomplish the work is denied. Unscheduled requirements, e.g., trouble calls, may require a longer wait for an escort.
2.8.7	Security Clearances	The Contractor shall obtain all required corporate and personnel Security Clearances prior to commencement of work. The Contractor shall ensure that a list of all personnel with Security Clearances is maintained current, including clearances that are pending.
2.8.8	Access to Sensitive Unclassified Information	The Contractor personnel whose work involves access to sensitive unclassified information shall undergo a National Agency Check Investigation (NACI) to verify their suitability. If the Contractor personnel currently have a favorably adjudicated NACI the Contractor shall notify the Government Command Security Manager who will validate this in the Joint Personnel Adjudication System (JPAS). The Contractor shall request from the Government for access to the E-QIP Direct program for the Contractor employees to complete the SF-85 form on line for an NACI. The Security Manager will determine suitability. Upon a favorable NACI, the Contractor personnel shall provide the completed Personnel Security Investigation (PSI) to the Security Manager along with the original signed release statements, applicant fingerprint card (FD87), and an OF-306 Declaration for Federal Employment per Section F. The Contractor shall be responsible for providing the fingerprint card. The request shall be renewed annually or for the duration of the contract if less than one year.
2.8.9	Employee Status	The Contractor shall notify the KO of any changes to any employee's status to include, but not limited to, termination, convictions/arrests, adverse actions taken on the job for any reason or any other documented misbehavior that may affect, or have the potential to affect, security standing in terms of access to federal facilities or IT systems.
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.

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		Any reference to “USACE" facilities, property, or equipment specified in EM 385-1-1 should be interpreted as Government facilities, property, and equipment.
2.9.1	Accident Prevention Plan (APP)	The Contractor shall develop and implement a site Accident Prevention Plan (APP). The APP shall be prepared by the Contractor’s SSHO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site. The APP shall follow the abbreviated format and include, as a minimum, elements addressed in paragraph 3.k. of Appendix A of EM 385-1-1.” 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 applicable compliance plans, programs, and procedures as specified below. The Contractor shall not commence work until the APP has been accepted and no activity shall be started on site until the applicable AHAs and compliance plans have been accepted. Once accepted by the Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract or the accepted APP will be cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified.
2.9.2	Activity Hazard Analysis (AHA)	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 non-recurring and one-time (e.g., non-recurring work task orders) work occurrences shall be submitted at least two working days prior to start of work. For contract modifications to recurring work requirements where changes are germane to the original contract, the Contractor shall revise applicable AHAs within 15 calendar days after modification is signed. For contracts with non-recurring work ELINs, the Contractor shall submit an AHA on non-recurring work task orders, with the associated proposal, whenever the service environment or required task is different from the recurring work priced services. The Contractor shall follow the Risk Management Process for the development of Activity Hazard Analysis (AHA) in accordance with paragraph 01.A.14 and Appendix A of EM 385-1-1. A formatted outline of an AHA is provided in Figure 1-2 of EM 385-1-1. 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.
2.9.3	Safety and Occupational Health	Based on a risk assessment of recurring and non-recurring work requirements and on mandatory OSHA compliance programs, the

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	(SOH) Risks and Compliance Plans	Contractor shall develop, provide and implement all applicable compliance plans, as necessary for the situation or types of work to be performed under this contract. Compliance plans, programs, and procedures along with their respective references are detailed in Appendix A, paragraph 3.i of EM 385-1-1. These plans shall be submitted with the APP and shall be updated as situations change. Additional compliance plans, programs, and procedures shall be developed as applicable when new types of work are required under this contract. Additional requirements for specific compliance plans are provided below.
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 385-1-1and applicable OSHA requirements in 29 Code of Federal Regulations (CFR) 1910.120 and 29 CFR 1926.59.
2.9.3.3	Confined Space Program	The Contractor shall develop an activity/site-specific confined space program to include elements addressed in paragraph 34.A of EM 385-1-1 and comply with relevant requirements in 29 CFR 1910, 29 CFR 1915, and 29 CFR 1926, OSHA Directive CPL 2.100 and any other Federal, state and local regulatory standards.
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.D of EM 385-1-1 and ANSI A10.32, ANSI Z359.1, and ANSI/ASSE A10.34. The fall prevention and protection plan shall include a Rescue and Evacuation Plan in accordance with EM 385-1-1, Section 21.N. A competent person for fall protection shall prepare and sign the plan.
2.9.4	Accident and Damage Reporting	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 $2,000, or any Weight Handling Equipment (WHE) accident. Notification shall also be provided for any mishap occurring in any of the following high hazard areas: electrical (to include Arc Flash, electrical shock, etc.); uncontrolled release of hazardous energy (includes electrical and non-electrical); weight or load handling equipment (LHE) or rigging; fall-from-height (any level other than same surface); and underwater diving. These mishaps shall be investigated in depth to identify all causes and to recommend hazard control measures. 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

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		conducted. The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least $20,000 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. Required or special forms are provided upon request by the Contracting Officer. For any weight handling equipment accident (including rigging gear accidents) the Contractor shall conduct an accident investigation to establish the root cause(s) of the accident and comply with additional requirements and procedures for accidents in accordance with NAVFAC P-307, Section 12. The Contractor shall submit a WHE Accident Report (Crane and Rigging Gear) 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. 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. For a near miss involving crane or rigging operations, the Contractor shall report verbally to the Contracting Officer as soon as management becomes aware but not later than 4 hours of such event and comply with additional requirements and procedures for near-misses in accordance with NAVFAC P-307, Section 12. A near miss occurs when an accident was avoided by mere chance or when intervention prevented an ongoing sequence of events that would have resulted in an accident (e.g. unplanned encroachment, improper crane set-up, improperly rigged load, etc.). The Contractor shall submit a Crane and Rigging Gear Near Miss Report per Section F.
2.9.4.1	Accident Reporting and Notification Criteria	The following criteria and definitions apply to the accident reporting requirements specified above: Recordable Injuries or Illnesses. Any work-related injury or illness that results in: 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. High Visibility Accident. Any mishap which may generate publicity or

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		high visibility. 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. 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 occurs. 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.)
2.9.5	Fire Protection	The Contractor 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.
2.9.6	Monthly On-Site Labor Report	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.
2.9.7	OSHA Citations and Violations	The Contractor shall correct violations and citations promptly and provide a copy of each OSHA citation and OSHA report with written OSHA Citations and Violations Corrective Action Report per Section F.
2.9.8	Safety Inspections and Monitoring	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: • 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. 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. Whenever the KO becomes aware of any safety noncompliance or any condition which poses a serious or imminent danger or hazard to the

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		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 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	Emergency Medical Treatment	Contractors will arrange for their own emergency medical treatment. The Government has no responsibility to provide emergency medical treatment.
2.10	Environmental Management and Sustainability	The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy. Goals: • 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. Policy: • 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;

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		• 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. The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy 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.
2.10.2	Environmental Protection	The Contractor shall comply with all applicable Federal, state, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements. All environmental protection matters shall be coordinated with the KO. Inspection of any of the facilities operated by the Contractor may be accomplished by the Installation Environmental Protection Coordinator, or authorized officials on a no-notice basis during Government regular working hours. The Contractor shall comply with the instructions of the cognizant Navy Medical Department with respect to avoidance of conditions which create a nuisance or which may be hazardous to the health of military or civilian personnel. The Contractor is responsible for ensuring that its employees receive applicable environmental and occupational health and safety training, and are kept up to date on regulatory required specific training for the type of work to be conducted onsite. All on-site Contractor personnel, and their subcontractor personnel, performing tasks that have the potential to cause a significant environmental impact shall be competent on the basis of appropriate education, training or experience.
2.10.2.1	ODS Requirements for Refrigerant Recycling	Technicians must be certified through an EPA approved program. Copies of the certifications shall be maintained at the employee's place of business and/or carried as a wallet card by the technician. Records are maintained for all refrigerant removal operations performed prior to small appliance or motor vehicle air condition appliance disposal. The recovery date, technician's name and a statement that all refrigerant that had not previously leaked was removed in accordance with 40 CFR 82 shall be included in the disposal records. Records kept for all refrigerant recovery operations/services performed on equipment that normally contains 50 pounds or more refrigerant will include the service date, service description, amount of refrigerant purchased, and amount of refrigerant added. Refrigerant leaks on equipment, which normally contain 50 pounds or more refrigerant, are repaired within 30 days of leak discovery. Leak repairs for equipment normally containing 50 pounds or more refrigerant

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		are documented, including the date of leak discovery and date repaired, technician's name, amount of refrigerant vented, and amount purchased and added. Satisfactory leak repair verification tests are documented within 30 days of repair. Records detailing accidental venting of ODS are maintained; these records shall include as a minimum the date, type, location, amount vented, and reason for venting. Records detailing the type and amount of refrigerant purchases shall be kept. Only excess Class I ODS is to be returned to DLA and not private contractors (R-11, 12, 113, 114, 500, 502). All reclaimed class I refrigerant shall be stored in approved containers, made for the intended purpose and transported by the Contractor to the Defense Logistic Agency (DLA) at the following address: Defense Depot Richmond Va. (DDVA) SW0400 Cylinder Operations 8000 Jefferson Davis Highway Richmond, Virginia 23297-5000 Once the Contractor has delivered the refrigerant to DLA in Richmond, the Contractor shall provide a Class I ODS Report per Section F. Contractor ODS records shall be available to the KO upon request.
2.10.2.2	Non-Hazardous Waste Disposal	The Contractor shall dispose all wastes in accordance with all applicable Federal, state, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements. All non-hazardous, non-regulated debris and rubbish resulting from the work under this contract excluding recyclable materials shall be disposed of at appropriate off installation waste handling facilities. All regulated, non-hazardous waste shall be disposed of in accordance with all applicable Federal, state, and local laws, regulations, and with base-wide instructions.
2.10.2.3	Hazardous Waste Disposal	All hazardous waste generated as a result of this contract shall be turned over to the Government for disposal.
2.10.2.4	Spill Prevention, Containment, and Clean-up	The Contractor shall prevent, contain, clean up, and report all spills on Government property caused by the Contractor, in a manner that complies with applicable Federal, state, and local laws and regulations and with the Installation Spill Control Plan at no additional cost to the Government.
2.10.2.5	Hazardous Material Management	The Contractor shall support the Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP). The Contractor shall submit an Emergency Planning and Community Right to Know Act (EPCRA) Report and Contractor Hazardous Material Inventory Log per Section F. The Contractor shall receive approval from the KO prior to bringing hazardous material on Government Property or prior to any other use in conjunction with this contract. For approval to use any hazardous material, allow a minimum of 10 working days for processing the request.

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		The Contractor shall post Material Safety Data Sheets (MSDS) at the worksite where the products are being used. Should the Government determine that a chemical the Contractor will use needs to be tracked, the Government may direct the Contractor to submit additional information in order to fulfill reporting requirements. 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. Notwithstanding any other hazardous material used in this contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with EM 385-1-1 such as nuclear density meters for compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocynates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. Low mercury lamps used within fluorescent lighting fixtures are allowed as an exception without further Contracting Officer approval. Notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.
2.10.2.6	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.
2.10.2.7	Noise Control	The Contractor shall comply with all applicable Federal, state and local laws, ordinances, and regulations relative to noise control.
2.10.2.8	Asbestos Containing Material (ACM)	Asbestos containing insulation, flooring, and other building materials may be encountered by the Contractor during the performance of work under this contract, and the Contractor shall remain alert to this possibility. If ACM is encountered or suspected in the performance of work, the Contractor shall avoid removing, sanding, abrading, or disturbing the material. The Contractor shall verbally notify the KO within one hour and follow-up with written ACM Notification within 24 hours.
2.10.3	Sustainable Procurement and Practices	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: • Recycled Contents Products • Energy/Water efficiency • Energy Efficient Tools and Equipment • Alternate Fuels and Alternate Fuel Vehicles • Biobased Products • Non-Ozone Depleting Products • Environmental Preferred Products and Services

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Spec Item	**Title**	**Description**
		• Low/Non-Toxic and Hazardous Materials The Contractor shall submit an annual Sustainable Delivery of Services Report per Section F.
2.10.3.1	Environmentally Preferable Products	The Contractor shall procure and use products that are energy-efficient (Energy Star or Federal Energy Management Program (FEMP)-designated), water efficient, bio-based, environmentally preferable (*e.g.*, Electronic Product Environmental Assessment Tool (EPEAT)-registered), non-ozone depleting, contain recycled content, or are non-toxic or less toxic alternatives, where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	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/conserve/tools/cpg/index.htm). 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.
2.10.3.3	Use of Biobased Products	The Contractor shall make maximum use of biobased 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	The Contractor shall support the installation contingency response plan as directed by the KO.
2.12	Recurring Work Procedures	
2.12.1	Notification to the Government for Work Above the Recurring Work Limitations	The Contractor is fully responsible for work up to the recurring work limits. Recurring work limits are specified in subsequent annexes or sub-annexes. When work is expected to exceed the 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 non-recurring work portion of the contract detailed below or accomplish the work by means other than this Contract.
2.12.2	Recurring Work Exhibit	Recurring work ELINS are provided in J-0200000-XX.

0200000 - Management and Administration		
Spec Item	**Title**	**Description**
	Line Item Numbers (ELINs)	
2.13	Non-recurring Work	Non-recurring work is identified in each applicable annex or sub-annex. Non-recurring work may consist of Unit Priced Task (UPT) Work (non-negotiated) and Unit Priced Labor (UPL) Work (negotiated). The Contractor shall perform all non-recurring task work as ordered by the KO per Section G and DoD EMALL requirements in Section H. Non-recurring work will consist of Unit Priced Tasks and Unit Priced Labor Work which may be ordered by the Government as separate items or in combinations of items from the Non-recurring Work Exhibit Line Items (ELINs) provided in Section J on an as needed basis.
2.13.1	Unit Priced Task (UPT) Work (Non-Negotiated)	A UPT is defined as an 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 fixed price 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 non-recurring work via an electronic medium with supported commands utilizing their Government Purchase Card (GPC). DoD EMALL is the electronic medium for authorized Government personnel to place orders for service to the Contractor. DoD EMALL is located at www.emall.dla.mil under NAVFAC contract. The Contractor is required to report all non-recurring work quantities ordered via EMALL monthly to the KO.
2.13.1.2	Invoicing and Receiving Payment	Payment for completed EMALL orders will be made using the GPC. Reference “payment by third party” clause FAR 52.232-36. The Contractor shall possess the capability to invoice and receive payment for non-recurring work via an electronic medium with supported command representatives utilizing their GPC. 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 non-recurring work that utilizes negotiated labor hours and materials to accomplish a task not required by the recurring work 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 the fixed price for the task order.
2.13.2.1	Non-recurring Work Preparation of Proposals	In response to the Government's Request for Proposal (RFP), the Contractor shall submit an non-recurring work proposal to the KO within two working days following receipt for each potential task order which includes: 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

0200000 - Management and Administration		
Spec Item	**Title**	**Description**
		the Non-recurring Work Exhibit Line Items (ELINs) provided in Section J.
2.13.2.1.2	Material and Equipment Requirements	Accepted industry and Government material and equipment costs published in R. S. Means cost data, national material supplier catalogues, U.S. Army Corps of 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 material and equipment estimate. Projected material requirements shall include a list of materials establishing the size, quality, number of units, and unit prices. Pre-expended bin supplies and materials shall not be included in the list of materials since the cost for these items are to be included in the labor hour unit price. Material prices shall be the lowest price available considering the availability of materials and the time constraints of the job. The direct material price shall include all discounts and rebates for core value and salvage value that accrue to the Contractor and Contractor-furnished warehousing cost., Equipment costs shall include rental and lease costs, ownership costs where Contractor-owned, equipment mobilization, and tools, not priced under the 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, in accordance with Section G. Task order completion times will be specified on each task order.
2.13.3	Non-recurring work ELINS	Non-recurring Work ELINs are provided in J-0200000-XX.

SECTION J DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS TABLE OF CONTENTS	
ATTACHMENT NUMBER	ATTACHMENT TITLE
J-0200000-01	DEFINITIONS AND ACRONYMS
J-0200000-02	WAGE DETERMINATIONS
J-0200000-03	DIRECTIVES, INSTRUCTIONS, AND REFERENCES
J-0200000-04	SERVICE PROVIDER INFORMATION
J-0200000-05	ASSET INFORMATION
J-0200000-06	CHARACTERISTIC METER READING INFORMATION
J-0200000-07	NAVFAC MAXIMO DATA REPORTING
J-0200000-08	NAVFAC MAXIMO SYSTEM ACCESS PROCEDURES
J-0200000-09	INSTALLATION SPILL CONTROL PLAN
J-0200000-10	CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
J-0200000-11	EXHIBIT LINE ITEM NUMBERS

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. One who can identify existing and predictable hazards in the working environment or working conditions that are dangerous to personnel and who has authorization to take prompt corrective measures to eliminate them.
Component Inventory Management Unit (CIMU)	An organization of like-kind real property into manageable maintenance units. CIMU is a building component, group of components or component assemblies, serving a specific purpose in a facility that can be expected to follow a common and predictable lifecycle behavior. This class of non-equipment will include items such as exterior walls, exterior windows, interior finish, and roofs. This class of equipment will include items such as fan coil units, air handling units, lighting, and water closets. CIMUs can include one or more items of installed equipment typically subject to routine scheduled maintenance.
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.
Contracting Officer's Representative (COR)	The individual appointed by the KO responsible for monitoring the Contractor's technical compliance and progress, relative to assigned contract(s)/orders(s), based on the contract requirements specified in the PWS and in accordance with the PAP. The COR performs a variety of contract administration duties that includes oversight of PA, documenting and rating Contractor performance, reviewing invoices, and acceptance of work. Assignment as a COR is a collateral duty typically performed by the FSCM or SPAR.
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.

ATTACHMENT J-0200000-01 DEFINITIONS AND ACRONYMS	
Definition	**Description**
Electronic Operation And Maintenance And Support Information (eOMSI)	A set of consultant-prepared data and document files that contain detailed, as-built technical information that describes the efficient, economical and safe operation, maintenance and repair of a facility, plant, equipment or system throughout its life cycle. Generally it is prepared during construction and submitted upon completion of a new facility or major facility upgrade. eOMSI's typically include asset information, staffing and budgeting information, supply support including critical spare parts, operating procedures, troubleshooting and diagnostic guides, extended warranty data, maintenance task frequencies and documentation, technical data, repair procedures and manufacturer's product data. eOMSI data and document files are provided in electronic formats.
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)	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: $100,000.00 + ($100,000.00 x 10%) = $110,000.00 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.
Frequency Of Service	<<*Note to Spec Writer*: Edit as appropriate>> Annual (A). Services performed once during each 12-month period of the contract at intervals of 335 to 395 days. Biennial (B). Services performed once during each 24-month period of the contract at internals of 670 to 790 days. Daily (D5). Services performed once each calendar day, Monday through Friday, including holidays unless otherwise noted. Daily (D7). Services performed once each calendar day, seven days per week, including weekends and holidays. Monthly (M). Services performed 12 times during each 12-month period of the contract at intervals of 28 to 31 calendar days. Quarterly (Q). Services performed four times during each 12-month period of the contract at intervals of 80 to 100 calendar days. Semiannual (SA). Services performed twice during each 12-month period of the contract at intervals of 160 to 200 calendar days. Semimonthly (SM). Services performed 24 times during each 12-month period of the contract at intervals of 14 to 16 calendar days. Three times weekly (3W). Services performed three times a week, such as Monday, Wednesday, and Friday. Twice weekly (2W). Services performed twice a week, such as Monday and Thursday or Tuesday and Friday. Weekly (W). Services performed 52 times during each 12-month period of the contract at intervals of six to eight calendar days.
Government Furnished Property (GFP)	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.
Infrastructure Condition Assessment Program (ICAP)	A Navy automated data management program that utilizes historical asset lifecycle data and a structured assessment process to evaluate the condition facilities and their components.

ATTACHMENT J-0200000-01
DEFINITIONS AND ACRONYMS

Definition	Description
Inspection	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.
Job or Work Order	An authorization for work that requires planning and estimating and has an individual line of accounting for financial and performance evaluation.
Load Handling Equipment	A term used to describe cranes, hoists and all other hoisting equipment (hoisting equipment means equipment, including crane, derricks, hoists and power operated equipment used WITH RIGGING to raise, lower and/or horizontally move a load.
Maintenance And Repair	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.
NAVFAC MAXIMO	A specially configured software version of MAXIMO®, a commercially available computerized maintenance management system (CMMS), adopted by NAVFAC for enterprise facility asset data management. The terms “MAXIMO”, “NAVFAC MAXIMO” or “Government’s MAXIMO” shall be used interchangeably in the document.
Performance Assessment	A method used by the Government to provide some measure of control over the quality of purchased goods and services received.
Performance Assessment Representative (PAR)	The individual(s) assigned as a Technical Point of Contact (TPOC) / Subject Matter Expert (SME) to the COR to perform duties as the on-site representative who assesses Contractor performance. The PAR periodically observes Contractor performance, reviews delivered services, reviews quality management corrective actions, periodically assesses and documents Contractor performance on PAWs and the MPAS, and communicates findings as necessary with the Contractor, SPAR, and COR.
Pre-Expended Bin Materials And Supplies	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 $10.00 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.
Property Administrator	An authorized representative of the Contracting Officer who is responsible for administering contract property requirements, terms and conditions of the contract
Property Management Program	A Government program established for the purpose of reviewing and approving the Contractor’s Property Management Plan and System through performance of a system analysis whenever government property is in the possession of the Contractor.
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".
Real Property Inventory Equipment (RPIE)	A Government owned or leased individual pieces of equipment, apparatus, or fixture that are essential to the function of the real property (i.e. plumbing, electrical, heating, cooling and elevators). It is physically attached to, integrated into, and built in or on the property. Individual RPIE’s can be combined to make a CIMU to facilitate facilities management. An individual RPIE can also be a CIMU if the equipment is complex enough to require its own management planning.

ATTACHMENT J-0200000-01 DEFINITIONS AND ACRONYMS	
Definition	**Description**
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
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FSC	Facility Support Contract
FSCM	Facility Support Contract Manager
GIS	Geospatial Information System
GFE	Government-furnished Equipment
GFF	Government-furnished Facilities
GFM	Government-furnished Materials
HCA	Head Contracting Agency
ICAP	Infrastructure Condition Assessment Program
ICP	Integrated Contingency Plan
IDIQ	Indefinite Delivery Indefinite Quantity
iNFADS	Internet Navy Facilities Asst Data Store
IPM	Integrated Pest Management
IPMIS	Integrated Pest Management Information System
IPMP	Integrated Pest Management Plan
KO	Contracting Officer
LAN	Local Area Network
M	Monthly
MAP	Maintenance Action Plan
MDI	Mission Dependency Index
MEP	Mechanical, Electrical and Plumbing
MPAS	Monthly Performance Assessment Summary
MRI	Mission Readiness Index
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

ATTACHMENT J-0200000-01 DEFINITIONS AND ACRONYMS	
Acronym	**Title**
PRCSP	Permit Required Confined Space Program
PWS	Performance Work Statement
PWO	Public Works Officer
Q	Quarterly
QC	Quality Control
RPIE	Real Property Inventory Equipment
RSL	Remaining Service Life
SC	Security Clearances
SM	Semimonthly
SPAR	Senior Performance Assessment Representative
TE	Technical Exhibit
VIQ	Variation in Quantity
WBS	Work Breakdown Structure

ATTACHMENT J-0200000-02 WAGE DETERMINATIONS
Wage determination will be added by Contract Specialist prior to award

ATTACHMENT J-0200000-03
DIRECTIVES, INSTRUCTIONS, AND REFERENCES

<<*Note to Spec Writer*: Insert applicable directives, instructions and references such as those shown below.>>

Reference	Title
EM 385-1-1	U.S. Army Corps of Engineers Safety and Health Requirements
P.L. 91-596	Occupational Safety and Health Act

ATTACHMENT J-0200000-04 SERVICE PROVIDER INFORMATION
<<*Note to Spec Writer*: Include Excel file "J-0200000-XX - SERVICE PROVIDER INFORMATION V1 - 2013-07-07". Confirm the most recent version of this file by checking for updates at the following NAVFAC portal page: https://portal.navfac.navy.mil/portal/page/portal/pw/pw_it_info/maximo.>>

ATTACHMENT J-0200000-05 ASSET INFORMATION
<<*Note to Spec Writer*: Include Excel file "J-0200000-XX - ASSET INFORMATION V1 - 2013-07-07". Confirm the most recent version of this file by checking for updates at the following NAVFAC portal page: https://portal.navfac.navy.mil/portal/page/portal/pw/pw_it_info/maximo.>>

ATTACHMENT J-0200000-06 CHARACTERISTIC METER READING INFORMATION

ATTACHMENT J-0200000-07

NAVFAC MAXIMO DATA REPORTING

Consult the NAVFAC MAXIMO User Guide, Appendix D001 for further information about the transfer of data to NAVFAC MAXIMO. Contact the NAVFAC MAXIMO Program Manager or your FEC MAXIMO lead if you have specific questions about these requirements.

PURPOSE AND OVERVIEW

The purpose of this attachment is to provide guidance on how data is to be recorded and provided by the Contractor in reporting Service Provider, Asset, Specification, and Characteristic Meter Reading Information for NAVFAC MAXIMO. This document outlines the methods that must be utilized by the Contractor and associated NAVFAC business process and procedures for how data is to be submitted.

GENERAL TYPES OF DATA

Work Order Data

Work order data includes all necessary information for the documentation of all completed work orders, including, but not limited to, service orders, preventive maintenance (as performed under the PM program or as part of IMP), and work issued as IDIQ. Specific NAVFAC MAXIMO fields required for work order data are listed on the Service Provider Information spreadsheet provided in J-0200000-04.

Asset Data

Asset data includes the specific details necessary for proper identification and tracking of assets. Asset data must be updated for all completed work orders where an asset is repaired, replaced, installed, or otherwise affected. Specific NAVFAC MAXIMO fields required for asset data are listed on the Asset Information spreadsheet provided in J-0200000-XX. When replacing existing assets, the Contractor shall change the status of the current asset which will remove it from the maintenance plan and add the new asset.

Condition Assessment Data

Condition assessment data includes all necessary information for the accurate condition rating of all assets in support of the Infrastructure Condition Assessment Program (ICAP). Specific NAVFAC MAXIMO fields required for condition assessment data are listed on the Characteristic Meter Reading Information spreadsheet provided in J-0200000-XX.

METHODS FOR DATA SUBMISSION

The Contractor shall provide work order, asset, specification, and condition assessment data using the methods as specified in Section C. Additional details are provided below for submission of data via Direct Entry and Flat File methods.

METHOD 1: Direct Data Entry

In this method a Contractor obtains authorized access as specified in Section C and directly enters data into NAVFAC MAXIMO. Detailed guidance on NAVFAC MAXIMO System Access Procedures is provided in J-0200000-XX. All reference value verification is provided by NAVFAC MAXIMO.

All Contractors who obtain authorized access will be granted entry only within the applicable NAVFAC MAXIMO screens necessary to enter work order, asset, specification, and condition assessment data. Contractors are only authorized to view, edit, report or otherwise access data related to their work. Any unauthorized attempt to do

otherwise may be grounds for removal of access privileges. Contractors will be assigned a specific work center code for their work and shall utilize this code for all such data entry and retrieval.

METHOD 2: NAVFAC MAXIMO Flat File Data Exchange

The Contractor will utilize the data formats contained in the Service Provider Information provided in J-0200000-04, Asset Information provided in J-0200000-XX, Specification Information provided in J-0200000-XX, and Characteristic Meter Reading Information provided in J-0200000-XX. The Contractor shall use their own internal systems to generate the flat file data into the format required. The Contractor is responsible for ensuring that data is correct and validated to meet the Maximo data requirements. If any data gets rejected the Contracting Officer will send the "rejected" data back to Contractor and the Contractor shall correct and resubmit the data within 24 hours. In all cases of data rejects the Contractor shall communicate with the Contracting Officer to rectify the data rejects.

Flat File Data Validation and Preparation

NAVFAC MAXIMO has several interfaces to assist in data transfer, many interfaces are used for multiple purposes to efficiently load or modify existing data in the system. Because of those multiple uses for each interface there are strict rules on how the data must be prepared for successful submission and loading.

The format required for flat files is detailed in the spreadsheets described below:

- SERVICE PROVIDER INFORMATION – (Spreadsheet provided in J-0200000-04) –contains the format and data elements for submission of Work Order Information.
- ASSET INFORMATION – (Spreadsheet provided in J-0200000-05) – contains the format and data elements for submission of new or updated Asset Information.
- SPECIFICATION INFORMATION – (Spreadsheet provided in J-0200000-XX) – generally only used for Utilities assets, contains the format and data elements for submission of additional fields related to new or updated Asset Information.
- CHARACTERISTIC METER READING INFORMATION – (Spreadsheet provided in J-0200000-XX) – contains the format and data elements for submission of updated Condition Assessment Information.

  Service Provider, Asset, Specification, & Characteristic Meter Reading Information Spreadsheet Format

  - Tab 1 – General Information - Version number, change log, etc.
  - Tab 2 – Field Information – Field Name, Data Type, short description on field use and related information including Content Notes and NAVFAC MAXIMO Field Name.
  - Tab 3 – Flat File Data Layout

The Contractor is required to validate their data prior to submission to minimize data rejects. To assist the contractor in data validation, the appropriate reference values will be provided by the Government and updated as changes occur. The reference files contain the valid data values for specific fields within MAXIMO at a specific time. Due to the frequent nature of changes for some value lists within MAXIMO (e.g., new assets added or status being changed), this file will be directly transferred from a local PW Representative to the Contractor as changes occur. The Contractor shall communicate with the Contracting Officer if any data values need to be added.

Examples of data requiring validation:

- A current list of the valid Manufacturer's (Company) Name values in NAVFAC MAXIMO. When adding a new asset, the contract will select the appropriate Company value so it will permit the successful asset record insert.

Company	Description	Company Type	Organization

MCQUAY	McQuay International; HVAC equipment	M	NAVFAC

- A current list of the valid Assets for the contract. The file must be refreshed periodically to reflect assets added over the contract period. Assets must be added prior to Work Order being submitted for work on the asset or the Work Order will be rejected.

Sample Reference Value "asset"

Asset	Description	Location	Parent	Rotating Item	Work Center	Site
WNY111-AHU-05	SPLIT SYSTEM #1A	WNY-111	WNY111-AHU-CIMU-02		WCCP22	10101

- For some fields, NAVFAC MAXIMO may have many valid values such as SiteID and Work Center, however the Contractor will have only one authorized value. The Government will notify the Contractor of the specific values to be used for all records.

Flat File Submission Requirements

For data required to be submitted via flat file as specified in Section C, further detail of the format and submission requirements are detailed below. There are two different types of flat files: Pipe Delimited and Spreadsheet format.

- Pipe Delimited Flat File:

In this method the Contractor will prepare data in flat files for submission. These documents have strict requirements that must be followed to permit the successful processing by the Government to import into NAVFAC MAXIMO. Pipe Delimited Flat files are text files which are pipe delimited (the '|' symbol on the keyboard) with one record per line in the file. The Contractor is responsible to verify data against the reference values to prevent record rejects for required information.

Service Provider Information, Asset Information, Specification Information, and Characteristic Meter Reading Information Reports submitted as pipe delimited flat-files must be prepared as follows:

An individual flat file record is made up of over 30 individual fields, stored in a text file and delimited by the piping symbol ('|'). Not all of the fields must have data. Fields that are not required to have data must still exist in the flat file record but are allowed to have no data present for that field. See below for illustration for fields not required. A flat file is a text file that contains one or more of these individual records.

Example of a single line from a Service Provider work order flat file:

> 04|SC|181|131: RPL FLORESCENT LIGHT COVER|ELCENT-131|ENS SUMMERS||COMP|8/31/2005 16:37:16|3|8/30/2005 0:00:00|8/30/2005 13:30:00||0.50|8.73|0|0.00|131|||8/29/2005 9:13:28|UTIL|8/30/2005 10:53:49|9/6/2005 10:55:47|8/31/2005 16:37:25|CHARLIE|

There are a couple things worth noting in this example. First, notice the places where two or three piping symbols appear in a row. Anytime two piping symbols are located next to each other, it means a NULL value is being submitted for that field. Three pipes in a row would signify two NULL fields.

The second item worth noting is the last field in the line. The line ends with "|CHARLIE|". This is the 26th field and represents the CHANGEBY field. Since no more data are being sent with this individual record, no other piping symbols need to be included on this row. It would have been acceptable to include extra pipes to indicate the NULL values being sent for the remainder of the fields identified on the flat file format sheet.

- Spreadsheet Flat File:

In this method the Contractor will prepare data in flat files and submit in spreadsheet format to the Contracting Officer. These documents have strict requirements that must be followed to permit the successful processing by the Government to import into NAVFAC MAXIMO. The Contractor is responsible to verify data against the reference

values to prevent record rejects for required information. Spreadsheet flat files shall be submitted in a Microsoft Excel file format. Upon acceptance, the Government will extract the relevant data to complete the NAVFAC MAXIMO Flat File Data Exchange.

Service Provider Information, Asset Information, Specification Information, and Characteristic Meter Reading Information Reports submitted as spreadsheet flat-files must be prepared as follows:

The Contractor shall submit a complete work order, asset, specification, or characteristic meter reading data spreadsheet by filling out all applicable portions of the Excel spreadsheet workbook after validating matching appropriate fields per provided reference files.

ATTACHMENT J-0200000-08

NAVFAC MAXIMO SYSTEM ACCESS PROCEDURES

<<*Note to Spec Writer:* Edit as appropriate. Instructions should be reviewed with CIO and local Information Assurance Manager (IAM) to confirm access request and approval procedures are still current and tailor to any local requirements.>>

Purpose and Overview

In order to obtain access to NAVFAC MAXIMO for direct entry, Contractor personnel must obtain a Common Access Card (CAC) with DoD PKI certificates for the access to Government Information Systems (IS) and must have an account established within NAVFAC MAXIMO.

CAC Application Procedures

Once the Contractor has provided the list of personnel requiring MAXIMO accounts, the Government Trusted Agent (TA) will sponsor the Contractor personnel initiating the process to obtain a CAC. Contractor personnel must submit an application for the CAC within the Trusted Associate Sponsorship System (TASS). Contractor personnel must log into TASS within seven days of the application's approval and must complete the application for a CAC within 30 days of the initial login. More information can be found at: http://www.cac.mil/common-access-card/getting-your-cac/for-contractors/.

After approval in TASS, the Contractor personnel must go to a Real-Time Automated Personnel Identification System (RAPIDS) site for final verification and issuance of the CAC with associated DoD PKI certificates.

NAVFAC MAXIMO Account Requests

The Contractor shall submit a request for establishing a NAVFAC MAXIMO account to the Contracting Officer using the System Access Authorization Request – Navy (SAAR-N) form (OPNAV 5239/14), and indicate the role the user will have and the specific account privileges desired. Account requests SHALL NOT be submitted prior to having received a CAC.

Specific steps for requesting account access include:

- Complete Information Assurance (IA) training
    - Cyber Awareness Challenge version 3.0 (current requirement, subject to change based on policy)
    - Annual IA training is required to maintain access to Government IS
- Submit a complete and digitally signed SAAR form detailing the following required access:
    - Requesting a NITC portal SSO account
    - Requesting a STS account
    - Request a NAVFAC Maximo account
- After the SSO/STS accounts are created, submit a STS ticket requesting a new Maximo account.

- The local NAVFAC Business Office will determine level of access and restrictions for users by configuring NAVFAC MAXIMO Work Center access. The Contractor will receive notification that the NAVFAC MAXIMO account has been created and NAVFAC MAXIMO access URL details.

ATTACHMENT J-0200000-XX INSTALLATION SPILL CONTROL PLAN
<<*Note to Spec Writer*: As applicable, insert local Installation Spill Control Plan.>>

ATTACHMENT J-0200000-XX CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
<<*Note to Spec Writer*: Insert local required form. Sample provided below.>>

CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
(EPCRA 312 & 313 Worksheet)

COMPANY NAME: _____ CONTRACT NO: _____

PROJECT TITLE: _____

Product Name or Trade Name	Manufacturer	Max Amount of Product Stored on Site	Amount of Product Used (e.g., Gallons, Pounds)	Specific Gravity (or wt/volume)	Toxic Chemical Ingredient in Product (Refer to MSDS & List Individually)	Toxic Chemical CAS # (Refer to MSDS)	% Toxic Chemical by Weight	Days On Site

( ) Contractor(s) certifies that no hazardous materials will be brought onto the installation and/or used at the project site.
( ) Contractor(s) certifies that no hazardous waste will be generated from this project.

Submitted By: _____ Phone: _____ Fax: _____ Date: _____

Contract Administrator: _____ Phone: _____ Fax: _____

ATTACHMENT J-0200000-XX EXHIBIT LINE ITEM NUMBERS
<<*Note to Spec Writer*: Insert applicable ELIN exhibits. Excel files for ELINs can be found with each technical function Template files.>>

1502000 – Facility Investment		
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 Boiler Maintenance and repair at all Midlant locations in the Hampton roads area or within 50 miles of any of the major Bases.
1.1	Concept of Operations	The general intent of this Contract is to provide Support to the Government's shop forces for Boiler Repair and maintenance when needed, at any of our MIDLANT Hampton roads locations. The local military forces are committed to moving away from a centralized steam production and distribution system to the more energy efficient local steam and hot water production using newly designed high efficiency boilers. Steam and hot water will be provided for individual buildings or small groups of buildings. As the number of local steam or hot water boilers increases, the requirement for maintenance and repair of those units is expected to increase. The Contractor shall perform maintenance, repair, alteration, demolition and minor construction as directed for the following: Building Systems -Boilers, Hot water and Steam. (excluding Central Utility Plant Boilers)

1502000 – Facility Investment		
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	All Boiler Certification will be done by the Government Certification Branch (757-462-4750), being assisted by Shop personnel or Contractor personnel. All maintenance and repair shall be performed by personnel trained and certified by each OEM. All maintenance trade personnel shall be qualified at the journeyman level. The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.
2.3	Special Requirements	All Boilers 400MBH and above, require annual Certification by Government Forces. The Contractor shall assist the Certification Branch during its boiler inspection and certification process. The Contraction shall make every effort to coordinate the Certification process and the Contractors Annual PM of the boiler so they both occur at the same time. Typically an additional 6 man hours are added to the time required for the Contractors Annual PM, to cover the assistance provided to the Certification Branch by the Contractor during the Certification Process.
2.3.1	Workmanship and Material Standards	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. 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. 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

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
		is in progress. Upon completion of work, any stains and other unsightly marks shall be removed.
2.3.2	Historical Preservation	Buildings and facilities designated as historical sites shall be maintained in accordance with Federal, state, and local historical policies and regulations.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1502000-02.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall maintain, repair, and alter Water and Steam Boilers used to provide building Heat and or domestic hot water to ensure they are fully functional and in normal working condition.	The Contractor shall develop, implement, and execute a Maintenance Program, to maintain and repair installed equipment and systems. The Contractor shall maintain all maintenance, repair, and alteration data and warranty records. The Contractor shall provide all necessary test instruments, equipment, and tools required to perform maintenance and repair. The current facility inventory for FI is provided in Section J	Facilities installed equipment and Boiler systems are in normal working condition and function properly in accordance with OEM standards.

3.1	Preventive Maintenance (PM) Program RESERVED FOR FUTURE USE. (NO BOILERS ARE INCLUDED IN THE PM PROGRAM FOR THE AWARD OF THIS CONTRACT. This Pm Section Is Included To Give The Government The Option To Add Boilers To This Contract From Any Where in The Area Under A Maintenance Program Other Than An Imp By Modification At Any Time After Award at the rate bid by the Contractor for each size boiler.)	The Contractor shall develop and implement a PM program for installed boiler equipment and systems to ensure proper operation, to minimize breakdowns, to maximize useful life, and follow OEM maintenance guidelines.	The Contractor shall develop and submit a PM program per Section F. The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance (PM) work up to a total of $250 per occurrence in direct material and labor cost under Recurring Work portion of the contract. Incidental repairs work performed under maintenance are not considered a service order. Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or Non-Recurring work may be issued for repairs exceeding the incidental repairs limit. The Contractor shall not use breakdown maintenance as part of the PM program. The PM program shall provide an economical approach, manufacturers' recommended procedures, OEM standards, and maintenance required to satisfy equipment warranties and keep installed boiler equipment and systems in normal working condition. 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. The Contractor shall submit a monthly PM work schedule per Section F. The Contractor shall report on monthly PMs not preformed per Section F.	Maintenance is accomplished in accordance with the Contractor's PM program and work schedule. PM is performed in accordance with manufacturers' recommended procedures and OEM standards.

3.1.2	Boilers (PM)	The Contractor shall perform maintenance on boilers, and associated equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor personnel working on boilers, and associated systems must possess applicable federal, state and local licensing and certification requirements. The Contractor shall comply with minimum attendance requirements as specified in Section 3150 of NAVFACINST 11300.37, Energy and Utilities Policy Manual. Boilers are maintained in accordance with UFC 3-430-07 and UFC 3-410-01. The Boiler Inventory for PM is provided (None For Original Award).	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.1.3	Boiler Seasonal Start-Up and Shutdown (PM)	The Contractor shall perform seasonal start-up and shutdown to ensure boilers are prepared and activated at the start of each season and deactivated and preserved at the end of each season.	The Contractor shall perform start-up and shutdown when directed by the KO. The boilers listed are normally shut down during the months of April or May, and started up during the months of October or November; however, the length of the season will vary and no adjustment in the contract price is made regardless of the actual length of the season. The KO will advise the Contractor of the specific date or dates when such services should begin to be accomplished. The Contractor shall repeat start-up and shutdown of each designated boiler system as required by the KO.	Seasonal start-up and shutdown work must be completed within three working days of the specified start date for equipment in individual buildings, or within 10 working days if services are ordered for all systems at the same time.
3.1.4	Boiler Water Testing and Treatment Services (PM)	The Contractor shall provide and implement a boiler water testing and treatment program to ensure optimum equipment operation and to maximize useful life. Per Section F.	The Contractor shall test and treat boiler water in accordance with equipment manufacturer’s specifications. The Contractor shall maintain boiler water within the limits specified in Section 3120 of NAVFACINST 11300.37. The Contractor shall submit boiler water treatment test	KO or KOR are notified if water testing or treatment is needed to meet boiler OEM requirements, Contractor works with Testing and Treatment contractor to meet OEM requirements for boiler.

			reports per Section F. For hot water boilers with capacities exceeding 5 MBTU(H) and steam boilers with capacities exceeding 0.4 MBTU(H), samples of feed water, boiler water and condensate shall be tested and certified monthly by an independent laboratory for simultaneous comparison with Contractor analyses. Reports shall be submitted per Section F. The boiler water testing and treatment services inventory The Boiler Inventory for PM is provided (None For Original Award).	
3.2	Integrated Maintenance Program (IMP) The Intent of the IMP is to allow The Government The Option To Add Boilers To This Contract From Any Where in The Area Under An IMP Maintenance Program By Modification, At Any Time After Award using the Contractors bid for each size of boiler)	The Contractor shall develop and implement an IMP program for Boilers to ensure they are safe, fully functional, and operational.	The Contractor shall develop and submit an IMP per Section F. The IMP shall include the Contractor's approach for integrated maintenance, including maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, process for the identification of the need for repairs, and the process for scheduling and completing repair work. As part of the IMP, the Contractor has full responsibility for any individual occurrence of repair, including replacement, up to and including $5,000 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the Recurring liability limit, the Government may order the work under the Non-Recurring section of this contract; or by	Maintenance is performed in accordance with Contractor's IMP and work schedule. When a problem or a need for repair is identified, the Contractor shall respond within two hours and complete the repair within 48 hours. Systems and equipment are maintained and repaired to sustain a fully functional and operable condition in accordance with OEM specifications. When repair is complete the facility, system, or equipment does not present any hazard or danger to personnel.

			other means the Government chooses, however, the Government will only be liable for the amount of cost exceeding the Recurring Work liability limit. The Contractor shall perform all repairs, whether identified as part of their routine IMP accomplishment, QC inspections, or notification from the Government that a breakdown or malfunction has occurred. If the Government identifies a problem or a need for repair, the Government will contact the work reception desk. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP. The Boiler Inventory For IMP is provided in J-1502000-04. Historical data on IMP repairs is provided in J-1502000-05. The Contractor shall submit a monthly IMP schedule and IMP maintenance and repair status report, including scheduled work not completed, per Section F.	
3.2.1	Boilers (IMP)	The Contractor shall provide an IMP for boilers, and associated equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor personnel working on boilers, and associated systems must possess applicable state, local and Federal licensing and certification requirements. The Contractor shall comply with minimum attendance requirements as specified in Section 3150 of NAVFACINST 11300.37, Energy and Utilities Policy Manual. Boilers are maintained in accordance with UFC 3-430-07	Maintenance is accomplished in accordance with Contractor's IMP and work schedule.

			and UFC 3-410-01.	
3.2.2	Boiler Seasonal Start-Up and Shutdown (IMP)	The Contractor shall perform seasonal start-up and shutdown to ensure boilers are prepared and activated at the start of each season and deactivated and preserved at the end of each season.	The Contractor shall perform start-up and shutdown when directed by the KO. The boilers listed are normally shut down during the months of April or May, and started up during the months of October or November; however, the length of the season will vary and no adjustment in the contract price is made regardless of the actual length of the season. The KO will advise the Contractor of the specific date or dates when such services should begin to be accomplished. The Contractor shall repeat start-up and shutdown of each designated boiler system as required by the KO.	Seasonal start-up and shutdown work must be completed within three working days of the specified start date for equipment in individual buildings, or within 10 working days if services are ordered for all systems at the same time.
3.2.3	Boiler Water Testing and Treatment Services (IMP)	The Contractor shall provide and implement a boiler water testing and treatment program to ensure optimum equipment operation and to maximize useful life. Per Section F.	The Contractor shall test and treat boiler water in accordance with equipment manufacturer's specifications. The Contractor shall maintain boiler water within the limits specified in Section 3120 of NAVFACINST 11300.37. The Contractor shall submit boiler water treatment test reports per Section F. For hot water boilers with capacities exceeding 5 MBTU(H) and steam boilers with capacities exceeding 0.4 MBTU(H), samples of feed water, boiler water and condensate shall be tested and certified monthly by an independent laboratory for simultaneous comparison with Contractor analyses. Reports shall be submitted per Section F. The boiler water testing and treatment services inventory is the same as the boiler inventory	Sampling and testing is accomplished in accordance with the Contractor's program and schedule. Test results confirm that boiler water meets the chemical residual limits specified in Section 3120 of NAVFACINST 11300.37.

			for IMP in section J.	

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
4	Non Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. 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 Non-Recurring 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 Non-Recurring work will be the same as those in Spec Item 3 where applicable, or shall meet the performance standards listed in Spec Item 4.	
4.1	Service Orders	The Contractor shall perform service order work in a timely manner and ensure Hot Water and Seam Boilers are restored to a safe, normal working condition and function properly.	The Contractor shall receive service orders in accordance with the work reception requirements in Annex 2. The Contractor shall schedule and perform service orders in a way that minimize disruptions to customers and Government operations. The Contractor shall perform service orders to accomplish any boiler work identified within the entire boundary of the installation. Descriptions of the classifications of service orders (emergency, urgent, and routine) are provided in the Definitions and Acronyms in J-1502000-01. The Contractor shall maintain sufficient materials and equipment on hand to support service order work requirements. Lack of availability of material or equipment will not relieve the Contractor from the requirement to complete service order work within the time limits specified. The Government may combine multiple repair requirements received for the same trade in the	Service order work is responded to and completed within the specified time. Hot Water and Seam Boilers are restored to normal working condition, including recertification if applicable. When repair is complete the Hot Water and Seam Boilers does not present danger to personnel or equipment.

			same building or structure at the same time into one service order as long as the service order threshold is not exceeded. 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 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. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP. The Contractor shall submit a monthly summary of completed service orders per Section F.	
4.1.1	Emergency Service Orders	The Contractor shall respond to emergency service orders and arrest emergent conditions to minimize and mitigate damage to facilities, ground structures, personal property equipment, and installed boiler equipment and systems and danger to personnel.	The Contractor shall perform emergency service orders 24 hours a day, seven days a week throughout the contract period. The Contractor shall respond to emergency service orders with the appropriate service personnel and equipment to commence work immediately. Emergency service orders are limited to a Recurring Work ceiling of 10 labor hours and $1,000 in material cost. The Contractor shall remain at the work site until the emergency has been arrested. The emergency service order is complete once the emergency has been arrested. The Government may issue an urgent or routine service order or Non-Recurring Work task order for the follow-on work required to repair/restore the facility, ground structure, personal property equipment or installed equipment and system.	Emergency service orders responded to within one hour of receipt of call. Emergency service orders are arrested within 24 hours of receipt of call. Work is continued without interruption until emergent condition is arrested.
4.1.2	Urgent Service	The Contractor shall	The Contractor shall perform	Urgent service orders

	Orders	complete urgent service orders in a timely manner and ensure Hot Water and Seam Boilers are restored to a safe, normal working condition and function properly.	urgent service orders to repair deficiencies without extended delay, therefore preventing further damage to Hot Water and Seam Boilers and systems. Urgent service orders are limited to a Recurring Work ceiling of 32 labor hours and $2,500 in material cost.	are completed within five working days and boilers are returned to normal working condition.
4.1.3	Routine Service Orders	The Contractor shall complete routine service orders in a timely manner and ensure Hot Water and Seam Boilers are restored to a safe, normal working condition and function properly.	The Contractor shall perform routine service orders to repair deficiencies and return Hot Water and Seam Boilers to normal working condition. Routine service orders are limited to a Recurring Work ceiling of 32 labor hours and $2,500 in material cost. Performance of routine service orders is not required outside of Government regular working hours.	Routine service orders are completed within 30 calendar days and boilers are returned to normal working condition.
4.2	Boiler Water Testing and Treatment Services	The Contractor shall provide and implement a boiler water testing and treatment program as requested by Non-recurring work orders.	The Contractor shall test and treat boiler water in accordance with equipment manufacturer's specifications. The Contractor shall maintain boiler water within the limits specified in Section 3120 of NAVFACINST 11300.37. The Contractor shall submit boiler water treatment test reports for each Non-recurring work order. For hot water boilers with capacities exceeding 5 MBTU(H) and steam boilers with capacities exceeding 0.4 MBTU(H), samples of feed water, boiler water and condensate shall be tested and certified monthly by an independent laboratory for simultaneous comparison with Contractor analyses. The boiler water testing and treatment services shall be as requested by Non-recurring work orders.	Sampling and testing is accomplished as requested by Non-recurring work orders. Test results confirm that boiler water meets the chemical residual limits specified in Section 3120 of NAVFACINST 11300.37.

4.3	Labor			
4.4	Material and Equipment			

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

ATTACHMENT J-1502000-01
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 Over head 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 aster 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."
Integrated Maintenance Program (IMP)	IMP is a recurring state-of-the-art, reliability-centered inspection, testing, maintenance and repair program that determines best practices for managing the functions and consequences of failures of facilities equipment and system components. IMP encompasses accepted commercial practices, including reactive, preventive, predictive and proactive maintenance, into one optimal program. The IMP approach gives the Contractor full responsibility to maintain systems and equipment and perform repairs whenever necessary to

	ensure equipment and systems are operational and remain in a constant state of readiness. Service calls will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.
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**
BPVC	Boiler and Pressure Vessel Code
HVAC	Heating, Ventilation, and Air Conditioning
RPIE	Real Property Inventory Equipment
SCADA	Supervisory Control And Data Acquisition
SRM	Sustainment, Restoration and Modernization
UFC	Unified Facilities Criteria
UPV	Unfired Pressure Vessel

ATTACHMENT J-1502000-02
REFERENCES AND TECHNICAL DOCUMENTS

Reference	Title
UFC 3-430-07	Operations and Maintenance: Inspection and Certification of Boilers and Unfired Pressure Vessels
NAVFAC P-307	Management of Weight Handling Equipment
NAVFACINST 11300.37 (Section 3150)	NAVFACINST Energy and Utilities Policy Manual.
UFC 3-410-01	Heating, Ventilating, and Air Conditioning Systems

ATTACHMENT J-1502000-03
BOILER INVENTORY FOR PM

(NO BOILERS ARE INCLUDED IN THE PM PROGRAM FOR THE AWARD OF THIS CONTRACT. THIS PM SECTION IS INCLUDED TO GIVE THE GOVERNMENT THE OPTION TO ADD BOILERS TO THIS CONTRACT, FROM ANY GOVERNMENT ACTIVITY, UNDER A MAINTENANCE PROGRAM OTHER THAN AN IMP BY MODIFICATION AT ANY TIME AFTER AWARD.)

ATTACHMENT J-1502000-04
BOILER INVENTORY FOR IMP BY ACTIVITY

CNIC Assets

Description	Location	Manufacturer	Model	Serial #	BTU	Install Date or In Service Date	Reference Location
CNIC Assets							
WATER, GAS FIRED	NH95	CAMUS	DMNH-3500-M51-HLS	091317980	3,500,000	5/1/14	DOOR #18, CB-95-1
WATER, GAS FIRED	NH95	CAMUS	DMNH-3500-M51-HLS	091317981	3,500,000	5/1/14	DOOR #18, CB-95-2
WATER, GAS FIRED	NH95	CAMUS	DMNH-3500-M51-HLS	091317979	3,500,000	5/1/14	DOOR #18, CB-95-3
WATER, GAS FIRED	NH1A	CAMUS	DMNH-300-MSI	0991317974	3,000,000	7/11/14	MECHANICAL ROOM EAST; CB-1A-3
WATER, GAS FIRED	NH1A	CAMUS	DMNH-300-MSI	091317973	3,000,000	7/11/14	MECHANICAL ROOM EAST; CB-1A-2
WATER, GAS FIRED	NH1A	CAMUS	DMNH-300-MSI	091317972	3,000,000	7/11/14	EAST MECHANICAL ROOM; CB-1A-1
WATER, GAS FIRED	CA10	FULTON	PHW-200	116809	1,800,000	10/1/14	ROOM 166, MECHANICAL ROOM
WATER, GAS FIRED	CA10	FULTON	PHW-200		1,800,000	10/1/14	ROOM 166, MECHANICAL ROOM
WATER, GAS FIRED	NH30	CAMUS	DMNH-1200-MSI-HLS	091317984	1,600,000	8/1/14	EAST MECHANICAL ROOM 1.600 BTU'S
WATER, GAS FIRED	NH45	Triad	GMS-1600-SH	021485332	1,600,000	10/1/14	NH-45 NORTH NEW MECHANICAL ROOM; B-#3
WATER, GAS FIRED	NH45	Triad	GMS-1600-SH	58277	1,600,000	10/1/14	NH-45 NORTH NEW MECHANICAL ROOM; B-#2
WATER, GAS FIRED	NH45	Triad	GMS-1600-SH	58242	1,600,000	10/1/14	NH-45 NORTH NEW MECHANICAL ROOM; B-#1
WATER, GAS FIRED	NH12A	CAMUS	DMNH=0801-MSI	091318021	1,400,000	8/14/14	MECHANICAL ROOM EAST CB-12A #1
WATER, GAS FIRED	NH12A	CAMUS	DMNH=0801-MSI	91318023	1,400,000	8/14/14	MECHANICAL ROOM EAST CB-12A #2
WATER, GAS FIRED	NH139	CAMUS	DMNH-1400-MSI	011418600	1,400,000	10/1/14	PENHOUSE MECHANICAL ROOM CB-HN-139-1
WATER, GAS FIRED	NH139	CAMUS	DMNH-1400-MSI	011418599	1,400,000	10/1/14	PENHOUSE MECHANICAL ROOM CB-HN-139-2
WATER, GAS FIRED	NH30	CAMUS	DMNH-1200-MSI-HLS	091317978	1,200,000	8/1/14	NEW BLDG BESIDE GYM ON CORNER
WATER, GAS FIRED	NH30	CAMUS	DMNH-1200-MSI-HLS	091319977	1,200,000	8/1/14	NEW BLDG BESIDE GYM ON CORNER CB-30A-2
WATER, GAS FIRED	SDA313	PATTERSON-KELLEY	D-1000	AM07-04-26158	1,000,000	2/1/88	BOILER ROOM
WATER, GAS FIRED	SDA313	PATTERSON-KELLEY	D-1000	AM07-04-26156	1,000,000	2/1/04	BOILER ROOM
WATER, GAS FIRED	SDA344	PVI	25WBHE50A-TP	059687917	840,000	10/1/97	MECHANICAL ROOM
WATER, GAS FIRED	NH6	LOCHINVAR	KBN801	G13H10266176	800,000	10/23/14	EAST MECHANICAL ROOM BOILER B-2
WATER, GAS FIRED	NH6	LOCHINVAR	KBN801	G13H10266175	800,000	10/23/14	EAST MECHANICAL ROOM BOILER B-1
WATER, GAS FIRED	NH7	LOCHINVAR	KBN801	G13H10266177	800,000	1/1/14	1ST FLOOR, EAST MECH ROOM B-1
WATER, GAS FIRED	NH7	LOCHINVAR	KBN801	G13H10266168	800,000	1/1/14	1ST FL MECHANICAL ROOM B-2
WATER, GAS FIRED	SDA334	WEIL MCLAIN	2BIG-02-RM7895A-	NONE	707,000	10/1/84	BOILER ROOM
WATER, GAS FIRED	SDA334	WEIL MCLAIN		NONE	707,000	10/1/84	BOILER ROOM
WATER, GAS FIRED	NH16	LOCHINVAR	KEN701	A14H1028337B	700,000	8/7/14	NORTH MECHANICAL ROOM BOILER#-1
WATER, GAS FIRED	NH16	LOCHINVAR	KEN701	A14H10289367	700,000	8/7/14	NORTH MECHANICAL ROOM BOILER#-2
WATER, GAS FIRED	NH19	LOCHINVAR	KEN701	4131H10268280	700,000	4/15/14	MECHANICAL ROOM
WATER, GAS FIRED	NH95	CAMUS	DMNH-0701-MS1-HLS	091317982	700,000	6/6/14	2ND FL, DOOR 2030, CB-95-4
WATER, GAS FIRED	NH95	CAMUS	DMNH-0701-MS1-HLS	091317983	700,000	6/6/14	2ND FL, DOOR 2030, CB-95
STEAM, GAS FIRED	NH38	BURNHAM	816 MBH	1145925	691,000	8/7/14	NORTH CENTER BETWEEN BLDGS NH-38/39
STEAM, GAS FIRED	NH39	BURNHAM	816 MBH	1145925	691,000	8/7/14	NORTH CENTER BETWEEN BLDGS NH-38/39
STEAM, GAS FIRED	SDA309	BURNHAM	V-904	29000600	505,000	2/1/93	BOILER RM.
WATER, GAS FIRED	BEN154	WEBEN JARCO	AJHWB50	61195	500,000	2/1/79	EQUIPMENT ROOM
WATER, GAS FIRED	NH14	LOCHINVAR	KBN501	G13H10264588	500,000	5/15/14	EAST MECHANICAL ROOM B-1
WATER, GAS FIRED	NH14	LOCHINVAR	KBN501	G13H10264616	500,000	5/15/14	EAST MECHANICAL ROOM B-1
WATER, GAS FIRED	NH140	CAMUS	DMNH-0501-MSI-HLS	11418604	500,000	5/1/14	OUTSIDE MECHANICAL ROOM # CB-140-2
WATER, GAS FIRED	NH140	CAMUS	CSD-1	011418601	500,000	5/1/14	OUTSIDE MECHANICAL ROOM # CB-140-1
WATER, GAS FIRED	NH32	AO SMITH	CSD-1	K0719007	500,000	1/1/09	THIRD FLOOR MECHANICAL ROOM, BOILER #B2
WATER, GAS FIRED	NH32	AO SMITH	CSD-1	K0718994	500,000	1/1/09	THIRD FLOOR MECHANICAL ROOM, BOILER #B1
WATER, GAS FIRED	NH46	PATTERSON-KELLEY	C 450 LNX	M741-10-6033 A	450,000	2/1/12	ROOM 128
WATER, GAS FIRED	NH46	PATTERSON-KELLEY	C 450 LNX	M750-10-6258 A	450,000	2/1/12	ROOM 128
WATER, GAS FIRED	SDA313	PATTERSON-KELLEY	G-450	M720-08-2881A	450,000	2/1/09	BOILER ROOM, B-1
WATER, GAS FIRED	108	BURNHAM	APX399F-2L07	65273639	399,000	2/1/12	MECHANICAL ROOM, BASEMENT
WATER, GAS FIRED	CA99	AO SMITH	Master Fit	BTR120118	120,000	2/1/97	CA99 CLUB HOUSE- GOLF CLUB
WATER, GAS FIRED	NH16	LOCHINVAR	KBN081	L13H10273918	80,000	8/7/14	NORTH MECHANICAL ROOM

MARFORCOM Assets

	Location	Manufacturer	Model	Serial #	BTU	Install Date or In Service Date	Reference Location
MARFORCOM Assets							
WATER, GAS FIRED	NH33	CAMUS	DMNH=0801-MS1-HLS	051419114	3,000,000	8/14/14	MECHANICAL ROOM EAST CB-NH-33 #1
WATER, GAS FIRED	MCA602	CAMUS	DMNH-1200-MSI	041419063	1,200,000	4/1/15	MECHANICAL ROOM SOUTH SIDE
WATER, GAS FIRED	MCA603	CAMUS	DRNW-1200-MSI	081419796	1,200,000	6/1/15	ROOM 166, MECHANICAL ROOM
WATER, GAS FIRED	NH33	CAMUS	DMNH=0801-MS1-HLS	051419110	800,000	8/14/14	MECHANICAL ROOM EAST CB-NH-33 #3
WATER, GAS FIRED	NH33	CAMUS	DMNH=0801-MS1-HLS	051419111	800,000	8/14/14	MECHANICAL ROOM EAST CB-NH-33 #2
WATER, GAS FIRED	MCA614	CAMUS	DMNH-0801-MSI-HIS	011418645	800,000	4/1/15	OUTSIDE MECHANICAL ROOM ON LOADING
WATER, GAS FIRED	MCA614	CAMUS	DMNH-0801-MSI-HIS		800,000	4/1/15	OUTSIDE MECHANICAL ROOM ON LOADING
WATER, GAS FIRED	MCE1	MIGHTY THERM	PH-0600-IN-09-K-1A-CX	C95H07837	600,000	10/1/94	BOILER ROOM; SOME EQUIPMENT UPDATED
WATER, GAS FIRED	MCA600	CAMUS	DMNH-0601-MSI-HLS	01141862	600,000	4/1/15	MECHANICAL ROOM NORTH SIDE CB-600-1
WATER, GAS FIRED	MCA600	CAMUS	DMNH-0601-MSI-HLS	11418642	600,000	4/1/15	MECHANICAL ROOM NORTH SIDE CB-600-2
WATER, GAS FIRED	MCA603	CAMUS	DMNH-0391-MSI-HIS	101318231	399,000	4/1/15	NEW MECHANICAL ROOM EAST SIDE
WATER, GAS FIRED	MCA603	CAMUS	DMNH-0391-MSI-HIS	101318232	399,000	4/1/15	NEW MECHANICAL ROOM EAST SIDE
WATER, GAS FIRED	MCA612	CAMUS	DMNH-0391-MSI-HLS	101318233	399,000	4/1/15	MECHANICAL ROOM SOUTH SIDE CB-612-1
WATER, GAS FIRED	MCA612	CAMUS	DMNH-0391-MSI-HLS		399,000	4/1/15	MECHANICAL ROOM SOUTH SIDE CB-612-2
WATER, GAS FIRED	MCA600	CAMUS	DRNW-3000-MSI	011418646	350,200	4/1/15	MECHANICAL ROOM NORTH SIDE CB-600-3
WATER, GAS FIRED	MCA9	CAMUS	DMNH-0211-MSI-HLS	051419107	200,000	4/1/15	MECHANICAL ROOM NORTH SIDE
WATER, GAS FIRED	MCA9	CAMUS	DMNH-0211-MSI-HLS	051419106	200,000	4/1/15	MECHANICAL ROOM NORTH SIDE

Joint Forces Staff College Assets

	Location	Manufacturer	Model	Serial #	BTU	Install Date or In Service Date	Reference Location
Joint Forces Staff College Assets							
WATER, GAS FIRED	SC1	FULTON	PHW2000		2,000,000	1/11/11	MECHANICAL ROOM D-108-U
WATER, GAS FIRED	SC1	FULTON	PHW2000		2,000,000	1/11/11	MECHANICAL ROOM D-108-U
WATER, GAS FIRED	SC1	FULTON	PHW2000		2,000,000	1/11/11	MECHANICAL ROOM D-108-U
WATER, GAS FIRED	SC1	FULTON	PHW2000		2,000,000	1/11/11	MECHANICAL ROOM D-108-U
WATER, GAS FIRED	SC1	FULTON	PHW2000		2,000,000	1/11/2011	MECHANICAL ROOM D-108-U

Family Housing Welcome Center Assets

	Location	Manufacturer	Model	Serial #	BTU	Install Date or In Service Date	Reference Location
Family Housing Welcome Center Assets							
WATER, GAS FIRED	SDA337	SMITH	19HE-03	19HE11300436	600,000	12/31/13	MECHANICAL ROOM

ATTACHMENT J-1502000-05
HISTORICAL WORKLOAD

NOTE TO OFFERORS: This Contract is a new requirement and as such there is no actual "HISTORIC WORKLOAD". The list of work performed is provided from the Government shop records and should be considered as inaccurate as to the volume of work. It is submitted only as a guide to types of work required to maintain the Government owned boilers.

Description	Work Type	Location	Target Finish	Status	Approved Date
CA10 BOILER IS DOWN WILL NOT COME ON IT MAY BE OUT OF WATER CK. WITH HOMER MORRIS282-5546 EX.3311	EMERGENCY	NORFNSA-CA10	2/24/16 10:52 AM	COMP	2/23/16 10:52 AM
NH12/13 RESTART BOILERS FOR HEAT	EMERGENCY	NORFNSA-NH12	1/6/16 7:00 AM	COMP	1/5/16 7:00 AM
NH19 NO DOMESTIC HOT WATER IN BUIDING MAY BE BOILER ? ??	EMERGENCY	NORFNSA-NH19	3/3/16 8:15 AM	ASSIGNED	3/2/16 8:15 AM
NH32 BOILER NUMBER 2 NOT OPERATIING. ATTENTION TOM ADKINS	EMERGENCY	NORFNSA-NH32	1/14/16 6:56 AM	COMP	1/13/16 6:56 AM
NH32 Boiler #2 OOC. Current Error: "Flame STG1". SOME SPACES IN BUILDING HAVE NO HEAT.	EMERGENCY	NORFNSA-NH32	1/8/16 9:14 AM	COMP	1/7/16 9:14 AM
NH32 BOILER NUMBER 2 INOP. Good morning. Boiler #2 OOC. Current Error: "Flame STG1"	EMERGENCY	NORFNSA-NH32	1/20/16 10:16 AM	COMP	1/19/16 10:16 AM
NH46 BOILERS LOCKED OUT E12	EMERGENCY	NORFNSA-NH46	1/23/16 8:21 AM	COMP	1/22/16 8:21 AM
NH7 BOILERS ARE OFF LINE NO HEAT	EMERGENCY	NORFNSA-NH7	2/12/16 8:16 AM	COMP	2/11/16 8:16 AM
NH7 BOILERS INOP. BOILERS IN NH7 MECH ROOM B1 AND B2 STATUS SCREENS DISPLAYING **LOCKOUT NO FLAME**	EMERGENCY	NORFNSA-NH7	1/20/16 7:03 AM	COMP	1/19/16 7:03 AM
NH95 ROOM 2030 BOTH BOILERS LOCKED OUT NO HEAT	EMERGENCY	NORFNSA-NH95	1/15/16 9:46 AM	COMP	1/14/16 9:46 AM
NH95 BOILERS 4 & 5 LOCKED OUT ROOM 2030	EMERGENCY	NORFNSA-NH95	1/13/16 8:43 AM	COMP	1/12/16 8:43 AM
SDA309 BOILER INOP. NO HEAT	EMERGENCY	NORFNSA-SDA309	1/20/16 1:15 PM	COMP	1/19/16 1:15 PM
SDA309 NO HEAT BOILERS POC # 444-3994 ABH2 RITER	EMERGENCY	NORFNSA-SDA309	1/21/16 8:03 AM	COMP	1/20/16 8:03 AM
SDA313 NO HEAT RESEAT BOILER OR REPAIR	EMERGENCY	NORFNSA-SDA313	2/6/16 11:02 AM	COMP	2/5/16 11:02 AM
SDA313 BOILER INOP ON HEAT	EMERGENCY	NORFNSA-SDA313	2/23/16 1:58 PM	COMP	2/22/16 1:58 PM
SDA313 BOILER RELIEF VALVE LIFTING POC IS CHARLES 737-1748	EMERGENCY	NORFNSA-SDA313	2/24/16 9:12 AM	COMP	2/23/16 9:12 AM
SDA313 BOILER IS IN ALARM NO HEAT	EMERGENCY	NORFNSA-SDA313	3/4/16 7:12 AM	COMP	3/3/16 7:12 AM
NUOC CALL-BOILER INOP - NO HOT WATER	EMERGENCY	NORFNSA-SDA313	3/14/16 9:00 PM	COMP	3/13/16 9:00 PM
SDA313 FOUR STORY BOILER ROOM BOOSTER PUMP LEAKING. POC IS CHARLES 737-1748	EMERGENCY	NORFNSA-SDA313	2/24/16 8:47 AM	COMP	2/23/16 8:47 AM
SDA313 CHECK BOILER. NO HEAT.	EMERGENCY	NORFNSA-SDA313	1/6/16 9:55 AM	COMP	1/5/16 9:55 AM
SDA313 BOILER INOP / NO HEAT TO LOBBY	EMERGENCY	NORFNSA-SDA313	1/20/16 8:40 AM	COMP-OS	1/19/16 8:40 AM
SDA337 BOILER OFF LINE. NO HEAT IN BUILDING.	EMERGENCY	NORFNSA-SDA337	1/5/16 10:41 AM	COMP	1/4/16 10:41 AM
SDA344 NO HEAT IN BUILDING. BOILER ISSUE.	EMERGENCY	NORFNSA-SDA344	1/26/16 1:53 PM	COMP	1/25/16 1:53 PM

Description	Work Type	Location	Target Finish	Status	Approved Date
NH33 BOILER OUT ON LOW FLAME D. H.W.SIDE	URGENT	NSA-NH33	4/7/16 10:41 AM	ASSIGNED	3/31/16 10:41 AM
SDA313 BOILER IN ALARM, CK BOILER	URGENT	NSA-SDA313	3/31/16 7:24 AM	ASSIGNED	3/24/16 7:24 AM

Description		Work Type	Location	Target Finish	Status	Approved Date
NH45A ASSIST KTR TROUBLESHOOTIN G THE 3 BOILERS THAT ARE OFF LINE.	URGENT	NSA-NH41B	3/14/16 11:40 AM	COMP	3/7/16 11:40 AM	
NH32 NO HEAT BOILER'S IN ALARM	URGENT	NSA-NH32	3/28/16 10:58 AM	COMP	3/21/16 10:58 AM	
SDA313 NO HEAT BOILER IN ALARM FR OM DDC	URGENT	NSA-SDA313	3/28/16 11:14 AM	COMP	3/21/16 11:14 AM	
SDA313 BOILER # 4 IN ALARM NO D.H OT WATER	URGENT	NSA-SDA313	3/24/16 6:40 AM	COMP	3/17/16 6:40 AM	
NH33 BOILER OFF DO TO ABNORMAL F LAME N0 HOT WATER	URGENT	NSA-NH33	3/25/16 6:01 AM	COMP	3/18/16 6:01 AM	
NH95 2ND FLOOR RM 2030 BOILER # 5 LOCKED OUT & BOILER # 4 LOCKS OUT EVERY OTHER DAY	URGENT	NSA-NH95	1/14/16 7:43 AM	COMP	1/7/16 7:43 AM	
NH95 ROOM 2030 BOTH BOILERS LOC KED OUT # 67	URGENT	NSA-NH95	1/18/16 7:20 AM	COMP	1/11/16 7:20 AM	
MCA9 #2 BOILER OFF LINE. WILL NOT RESTART.	URGENT	NSA-MCA9	2/3/16 11:01 AM	COMP	1/27/16 11:01 AM	
SDA313 Building heat boiler inop as pe r DDC tech email.	URGENT	NSA-SDA313	2/24/16 10:30 AM	COMP	2/17/16 10:30 AM	
NH19 DOMESTIC HOT IS NOT HOT CHE CK BOILER FOR TEMP.AND AJUST	URGENT	NSA-NH19	3/4/16 4:00 PM	COMP	2/22/16 10:52 AM	
NH41B BOILERS FULL OF WATER.. WA TER CONTINUES TO BE ADDED FROM THE FEEDWATER TANK.. POC FORINFO RMATION MIKE COLLINS WITH METRO CHEM @ 287-3544.	URGENT	NSA-NH41B	3/11/16 4:00 PM	COMP	3/1/16 9:11 AM	
NH32 CK. BOILER WATER TEMP. IS ONL Y 100 DEG.NO HEAT IN BUILDING	URGENT	NSA-NH46	3/10/16 6:57 AM	COMP	3/3/16 6:57 AM	
NH38 MONITOR STEAM BOILER WHILE WATER IS SECURED	URGENT	NSA-NH38	2/25/16 7:19 AM	COMP	2/18/16 7:19 AM	
NH1A CHECK ALL BOILERS WITH CONT RACTOR MAKE NECESSARY REPAIRS A ND ADJUSTMENTS	URGENT	NSA-NH1A	3/24/16 4:00 PM	COMP	2/25/16 8:13 AM	
SDA313 is in alarm. DDC is giving the b oiler an enable command but the boile r is in alarm.	URGENT	NSA-SDA313	3/3/16 8:46 AM	COMP	2/25/16 8:46 AM	

Description	Work Type	Location	Target Finish	Status	Approved Date
NH33 BOILER OUT ON LOW FLAME D. H.W.SIDE	URGENT	NSA-NH33	4/7/16 10:41 AM	ASSIG NED	3/31/16 10:41 AM
SDA313 BOILER IN ALARM, CK BOILER	URGENT	NSA-SDA313	3/31/16 7:24 AM	ASSIG NED	3/24/16 7:24 AM
NH45A ASSIST KTR TROUBLESHOOTIN G THE 3 BOILERS THAT ARE OFF LINE.	URGENT	NSA-NH41B	3/14/16 11:40 AM	COMP	3/7/16 11:40 AM
NH32 NO HEAT BOILER'S IN ALARM	URGENT	NSA-NH32	3/28/16 10:58 AM	COMP	3/21/16 10:58 AM
SDA313 NO HEAT BOILER IN ALARM FR OM DDC	URGENT	NSA-SDA313	3/28/16 11:14 AM	COMP	3/21/16 11:14 AM
SDA313 BOILER # 4 IN ALARM NO D.H OT WATER	URGENT	NSA-SDA313	3/24/16 6:40 AM	COMP	3/17/16 6:40 AM
NH33 BOILER OFF DO TO ABNORMAL F LAME N0 HOT WATER	URGENT	NSA-NH33	3/25/16 6:01 AM	COMP	3/18/16 6:01 AM
NH95 2ND FLOOR RM 2030 BOILER # 5 LOCKED OUT & BOILER # 4 LOCKS OUT EVERY OTHER DAY	URGENT	NSA-NH95	1/14/16 7:43 AM	COMP	1/7/16 7:43 AM

Description	Work Type	Location	Target Finish	Status	Approved Date
NH95 ROOM 2030 BOTH BOILERS LOC KED OUT # 67	URGENT	NSA-NH95	1/18/16 7:20 AM	COMP	1/11/16 7:20 AM
MCA9 #2 BOILER OFF LINE. WILL NOT RESTART.	URGENT	NSA-MCA9	2/3/16 11:01 AM	COMP	1/27/16 11:01 AM
SDA313 Building heat boiler inop as pe r DDC tech email.	URGENT	NSA-SDA313	2/24/16 10:30 AM	COMP	2/17/16 10:30 AM
NH19 DOMESTIC HOT IS NOT HOT CHE CK BOILER FOR TEMP.AND AJUST	URGENT	NSA-NH19	3/4/16 4:00 PM	COMP	2/22/16 10:52 AM
NH41B BOILERS FULL OF WATER.. WA TER CONTINUES TO BE ADDED FROM THE FEEDWATER TANK.. POC FORINFO RMATION MIKE COLLINS WITH METRO CHEM @ 287-3544.	URGENT	NSA-NH41B	3/11/16 4:00 PM	COMP	3/1/16 9:11 AM
NH32 CK. BOILER WATER TEMP. IS ONL Y 100 DEG.NO HEAT IN BUILDING	URGENT	NSA-NH46	3/10/16 6:57 AM	COMP	3/3/16 6:57 AM
NH38 MONITOR STEAM BOILER WHILE WATER IS SECURED	URGENT	NSA-NH38	2/25/16 7:19 AM	COMP	2/18/16 7:19 AM
NH1A CHECK ALL BOILERS WITH CONT RACTOR MAKE NECESSARY REPAIRS A ND ADJUSTMENTS	URGENT	NSA-NH1A	3/24/16 4:00 PM	COMP	2/25/16 8:13 AM
SDA313 is in alarm. DDC is giving the b oiler an enable command but the boile r is in alarm.	URGENT	NSA-SDA313	3/3/16 8:46 AM	COMP	2/25/16 8:46 AM

ATTACHMENT J-1502000-06
METER GROUP DESCRIPTIONS

Uniformat Classification & Description	Meter & Description
D3020130 - Boiler, Cast Iron, Hot Water, Gas	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5365 - Record the condition of the Firebox/Fire Tubes
	CR-5370 - Record the condition of the Flue
	CR-5380 - Record the condition of the Fuel System
	CR-5530 - Record the condition of the Piping/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel
	CR-5690 - Record the condition of the Wiring/Connections
D3020134 - Boiler, Cast Iron, Steam, Gas	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5365 - Record the condition of the Firebox/Fire Tubes
	CR-5520 - Record the condition of the Pipes/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel
D3020136 - Boiler, Cast Iron, Hot Water, Gas/Oil	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5365 - Record the condition of the Firebox/Fire Tubes
	CR-5380 - Record the condition of the Fuel System
	CR-5530 - Record the condition of the Piping/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel
	CR-5690 - Record the condition of the Wiring/Connections
D3020138 - Boiler, Cast Iron, Steam, Gas/Oil	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5345 - Record the condition of the Feed Water System
	CR-5365 - Record the condition of the Firebox/Fire Tubes
	CR-5370 - Record the condition of the Flue
	CR-5530 - Record the condition of the Piping/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel
D3020901 - Boiler, Cast Iron, HW, Oil	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5365 - Record the condition of the Firebox/Fire Tubes
	CR-5370 - Record the condition of the Flue
	CR-5380 - Record the condition of the Fuel System
	CR-5530 - Record the condition of the Piping/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel
	CR-5690 - Record the condition of the Wiring/Connections
D3020902 - Boiler, Cast Iron, Steam, Oil	CR-5060 - Record the condition of the Burner Assembly
	CR-5200 - Record the condition of the Controls
	CR-5365 - Record the condition of the Firebox/Fire Tubes

ATTACHMENT J-1502000-06
METER GROUP DESCRIPTIONS

Uniformat Classification & Description	Meter & Description
	CR-5520 - Record the condition of the Pipes/Fittings/Valves
	CR-5540 - Record the condition of the Pressure Vessel

ATTACHMENT J-1502000-07
GENERAL DIRECT CONDITION RATING GUIDANCE

Rating	SRM Needs	Rating Definition
Green (+)	Sustainment consisting of possible preventive maintenance (where applicable).	Entire component-section or component-section sample free of observable or known distress.
Green	Sustainment consisting of possible preventive maintenance (where applicable) and minor repairs (corrective maintenance) to possibly few or some subcomponents.	No component-section or sample serviceability* or reliability* reduction. Some, but not all, minor (non-critical) subcomponents may suffer from slight degradation or few major (critical) subcomponents may suffer from slight degradation.
Green (-)		Slight or no serviceability or reliability reduction overall to the component-section or sample. Some, but not all, minor (non-critical) subcomponents may suffer from minor degradation or more than one major (critical) subcomponent may suffer from slight degradation.
Amber (+)	Sustainment or restoration to any of the following: Minor repairs to several subcomponents; or Significant repair, rehabilitation, or replacement of one or more subcomponents, but not enough to encompass the component-section as a whole; or Combinations thereof.	Component-section or sample serviceability or reliability is degraded, but adequate. A very few, major (critical) subcomponents may suffer from moderate deterioration with perhaps a few minor (non-critical) subcomponents suffering from severe deterioration.
Amber		Component-section or sample serviceability or reliability is definitely impaired. Some, but not a majority, major (critical) subcomponents may suffer from moderate deterioration with perhaps many minor (non-critical) subcomponents suffering from severe deterioration.
Amber (-)		Component-section or sample has significant serviceability or reliability loss. Most subcomponents may suffer from moderate degradation or a few major (critical) subcomponents may suffer from severe degradation.
Red (+)	Sustainment or restoration required consisting of major repair, rehabilitation, or replacement to the component-section as a whole.	Significant serviceability or reliability reduction in component–section or sample. A majority of subcomponents are severely degraded and others may have varying degrees of degradation.
Red		Severe serviceability or reliability reduction to the component-section or sample such that it is barely able to perform. Most subcomponents are severely degraded.
Red (-)		Overall component-section degradation is total. Few, if any, subcomponents salvageable. Complete loss of component-section or sample serviceability.

ATTACHMENT J-1502000-08
METER GROUP CONDITION RATING GUIDANCE

Meter	Direct Condition Rating Guidance
CR-5060	GREEN: Burners have minimal damage or corrosion, but is fully operational AMBER: Burners have noticeable damage or corrosion, flame quality may need adjustment, but still operationally sound RED: Burners have significant damage or corrosion, may be loose or displaced, improper flame, and is not operationally sound
CR-5200	GREEN: Controls function properly AMBER: Controls need calibrating RED: Controls are damaged and/or not operational
CR-5365	GREEN: Firebox has minimal damage or corrosion AMBER: Firebox has noticeable damage or corrosion, but no cracks or holes RED: Firebox has significant damage or corrosion, cracks or holes may be present
CR-5370	GREEN: Flue has minimal damage, is secured and aligned properly, and fully operational AMBER: Flue has noticeable damage and corrosion, may be slightly loose or misaligned, but still operational RED: Flue has significant damage and corrosion, noticeably loose, misaligned, or missing, and/or operationally impaired
CR-5380	GREEN: Little to no damage or corrosion, secure connections, no leaks, fully operational AMBER: Fuel System has noticeable damage or corrosion, but free of leaks, fully operational RED: Fuel System has significant damage or corrosion, significant leaking, and/or is operationally impaired
CR-5530	GREEN: Piping/fittings free of leaks, all connections are tight, valves operate properly, insulation is in place, minimal corrosion AMBER: Piping/Fittings show noticeable signs of corrosion, missing or damaged insulation, but connections are tight and no leaking RED: Piping/Fittings are damaged and leaking, valves are not functioning, significant internal scale and corrosion may lead to clogs
CR-5540	GREEN: Tank has little to no damage or corrosion, no leaks, insulation is intact where applicable, stable and secure AMBER: Tank has some damage or corrosion, insulation may be mission, very minor leaks may be present, but overall holds its contents, is stable and secure RED: Tank has noticeable damage, punctures, holes, and leaks, may be unstable or not fully secured
CR-5690	GREEN: Wiring is protected/insulated and connections are secure AMBER: Wiring is may be frayed but not exposed, connection are generally secure, no noticeable risk of unintentional grounding RED: Wiring is significantly deteriorated or frayed, connection are loose, or risk of unintentional grounding

1502000 – Facility Investment

SECTION M: EVALUATION FACTORS FOR AWARD

Spec Item	Questions for Facility Investment, Specification 1502000
1.1	Describe your general maintenance strategy to meet the FI sub-annex requirements. What are the perceived high risk areas?
2.2.1, 2.3	What is your plan to ensure personnel have the necessary training and certification to accomplish the specialty work requirements specified in this Sub-Annex? How do you propose to ensure this training and certification is maintained current?
3.2	Explain how your IMP program incorporates an optimized approach to maximize useful life of equipment while still being economical (i.e., not gold-plated)?