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Spec Item	Title	Description
1	General Information	<p>The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Tire and Wood Material Collection to include vegetative waste, Disposal and Recycling at all Naval Base Guam Activities and tenants, and other U.S. Military Activities or DoD/federal agencies at various activities/locations, Guam, M.I. as described herein.</p> <p>All work herein is subject to the Service Contract Act of 1965, As Amended, incorporated under Section I, Federal Acquisition Regulation (FAR) Clause 52.222-41. Services shall be provided by means of Recurring and Non-Recurring work. All work shall be priced as Fixed Priced.</p>
1.1	Concept of Operations	<p>The intent of 1503030 Tire and Wood Materials Collection and Disposal Services is to specify the requirements related to the collection and disposal of Tire and Wood Materials.</p> <p>Major operations are tire collection and recycling services, wood products collection to include vegetative waste and disposal services to all Naval Base Guam Activities and tenants, and other U.S. Military Activities or DoD/federal agencies at various activities/locations, Guam, M.I.</p> <p>Installation Support Memorandum of Agreement (MOA) for Joint Region Marianas, Annex W. ICC-Approved Common Output Level Standards, 23 January 2009 is applicable.</p>

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in Section J, J-1503030-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the Tire and Wood Material Collection and Disposal Services.
2.2.1	Certification, Training, and Licensing	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods. Records shall be made available for Government review within four (4) hours of request.
2.3	Special Requirements	
2.3.1	Recyclable Accounting	The Contractor shall submit receipts denoting the customer, location of pick up, date, type and quantity of tires recycled. The Contractor shall submit receipts of revenue generated by sale of recyclable materials. Submit all Revenue Receipts per Section F with the Contractor's monthly invoice.
2.3.2	Weight Tickets (Non-Recyclable)	Individual weight tickets denoting the customer, location of pick up, date, type (i.e.: pallets, vegetative waste) and quantity of material, type of truck or container, and tonnage disposed shall be submitted per Section F with the Contractor's monthly invoice. The Contractor shall also provide the total tabulated tonnage disposed during the month.
2.3.3	Permits and Licenses	The Contractor shall without additional expense to the Government, obtain all required permits, licenses, clearances, and authorizations to perform work under this contract and comply with applicable Federal, State and local laws and regulations. In addition, the contractor shall provide evidence of such permits and licenses to the Contracting Officer before work commences and at other times as requested by the Contracting Officer or Government Representative. The Contractor shall submit copies of permits and licenses per Section F.
2.4	References and Technical Documents	References and Technical Documents are listed in Section J, J-1503030-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide tire collection, wood collection, vegetative waste collection and disposal services to ensure tires and wood material are properly collected disposed of properly.	<p>Common Output Level Standards (COLS) are defined by Commander, Navy Installations Command (CNIC) for Navy Shore Commands. Services for Integrated Solid Waste Management are specified for the Base Measures of COL3 and COL4 along with one level of Additional Measures for COL3 as shown in J-1503050-03.</p> <p>The Contractor shall provide services based on the awarded CLINs.</p> <p>ELINS in J-0200000-06 include pre-priced Line Items associated with the Optional CLINs which can be added or deleted to increase or decrease the level of performance.</p>	<p>Zero occurrences of Violation Classes 1 through 4. See Section J, J-1503030-01.</p> <p>Pickups are scheduled at the minimum number that will prevent waste container overflow.</p> <p>Recycling is performed to reduce solid waste volume.</p>
3.1	Tire and Wood Material Collection	The Contractor shall provide collection of tires and commercial and industrial wood material, and ensure items are sorted and properly collected.	<p>The Contractor shall develop and submit a schedule that has been optimized for tire and wood collection per Section F.</p> <p>The Contractor shall submit changes to their collection schedule in writing to the KO or GDA for approval.</p> <p>If the scheduled collection day falls on an observed holiday, pickup shall be on the following work day.</p> <p>The Contractor shall collect and dispose of any spillage.</p> <p>Descriptions and locations of waste containers are shown on Site Maps and Locations and Collection Points as provided in Section J, J-1503030-04 & J-1503030-06.</p> <p>Informational Note: The Government has found on previous contracts that tire and</p>	<p>Tires and commercial and industrial wood products and Vegetative Waste are collected per the Contractor's schedule.</p> <p>Tire and Wood Material Collection areas are free of waste following collection operations 100% of the time.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			wood products collection at the frequencies listed in the Location and Frequency Historical Data as provided in Section J, J-1503030-05 has maintained services at an acceptable level.	
3.1.1	Tire Collection	The Contractor shall provide tire collection capability so that tires shall be recycled in accordance with all local, State and Federal laws and regulations.	<p>The Contractor shall comply with all local, State and Federal laws and regulations.</p> <p>The Contractor shall accept used tires from Government-approved activities.</p> <p>The Contractor shall coordinate transportation of tires to an approved off base facility for proper disposal.</p> <p>The Contractor shall submit a monthly tire collection log per Section F.</p>	Zero occurrences of Violation Classes 1 through 4. See Section J, J-1503030-01.
3.1.1.1	Residential	There is no requirement for this service in the residential areas.	There is no requirement for this service in the residential areas.	
3.1.1.2	Non-Residential	The Contractor shall remove tires from waste collection areas.	Tires in a waste deposit area shall be picked up during the scheduled collection day.	<p>Tires are removed from waste collection areas per the Contractor's schedule.</p> <p>Waste collection areas are free of tires following collection operations 100% of the time.</p>
3.1.2	Wood Products and Vegetative Waste Collection	The Contractor shall provide wood products and vegetative waste collection capability so that wood products and vegetative waste shall be disposed of in accordance with all local, State and Federal laws and regulations.	<p>The Contractor shall comply with all local, State and Federal laws and regulations.</p> <p>The Contractor shall accept wood products and vegetative waste from Government-approved activities.</p> <p>The Contractor shall coordinate transportation of wood products and vegetative waste to an approved off base facility for proper disposal.</p> <p>The Contractor shall submit a</p>	Zero occurrences of Violation Classes 1 through 4. See Section J, J-1503030-01.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			monthly collection log per Section F.	
3.1.2.1	Residential	The Contractor shall remove wood products and Vegetative Waste from waste collection areas.	Wood products and Vegetative Waste in a waste deposit area shall be picked up during the scheduled collection day.	Wood products and Vegetative Waste are removed from waste collection areas per the Contractor's schedule. Waste collection areas are free of wood products and Vegetative Waste following collection operations 100% of the time.
3.1.2.2	Non-Residential	The Contractor shall remove wood products and Vegetative Waste from waste collection areas.	Wood products and Vegetative Waste in a waste deposit area shall be picked up during the scheduled collection day.	Wood products and Vegetative Waste are removed from waste collection areas per the Contractor's schedule. Waste collection areas are free of wood products and Vegetative Waste following collection operations 100% of the time.
3.2	Tire and Wood Material Disposal	The Contractor shall recycle tires and dispose of commercial and industrial wood products waste to ensure compliance with Executive Order 13112 and all applicable local, State and Federal laws and regulations.	All fees associated with disposal shall be paid by the Contractor. The Contractor shall coordinate transportation of tires, wood products and vegetative waste to an approved off base facility for proper disposal. The Contractor shall collect and dispose of any spillage. The Contractor shall submit a monthly disposal log per Section F. Type of waste, including but not limited to: tires, wood, and vegetative waste.	Tire recycling and wood products waste disposal complies with Executive Order 13112 and all applicable local, State and Federal laws and regulations.
3.2.1	Tire Disposal			
3.2.1.1	Recyclable	The Contractor shall recycle tires to ensure compliance with all applicable local, State	The Contractor shall process listed recyclables as per Common Output Level Standards specified in Section	Recyclable Waste is recycled in accordance with all applicable local, State and Federal laws

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		and Federal laws and regulations.	J, J-1503030-03. The Contractor shall deliver tires to a permitted recycle facility off base. The Contractor shall submit a monthly disposal log per Section F.	and regulations 100% of the time.
3.2.2	Wood products and Vegetative Waste Disposal	The contractor shall dispose of all wood and vegetative waste to ensure compliance with Executive Order 13112 and all applicable local, State and Federal laws and regulations.	See attachment J-1503030-02 for Executive Order 13112.	Wood products waste disposal complies with Executive Order 13112 and all applicable local, State and Federal laws and regulations.
3.2.2.1	Non-Recyclable	The Contractor shall dispose of non-recyclable wood material and vegetative waste to ensure compliance with all applicable local, State and Federal laws and regulations.	Prior to disposal, all wood material waste shall be sorted to remove recyclable materials. The Contractor shall submit a monthly disposal log per Section F.	Non-Recyclable Waste disposal complies with all applicable local, State and Federal laws and regulations 100% of the time.
3.2.2.2	Recyclable	The Contractor shall recycle all clean wood, vegetative waste and treated wood products in accordance with all applicable local, State and Federal laws and regulations.	Most treated wood are identified by color or indentations. The Contractor shall submit a monthly disposal log per Section F.	Recyclable Waste disposal complies with all applicable local, State and Federal laws and regulations 100% of the time.
3.2.3	Solid Waste Containers	The Contractor shall provide containers suitable for the collection and recycling of tires and for the disposal of wood products and vegetative waste.	The Contractor shall submit recommended changes to the size and location of solid waste containers in writing to the KO for approval. The Contractor's name, phone number and type of waste being disposed of (i.e: tires, wood, vegetative waste) shall be prominently displayed on each container. All doors, lids, hinges, rollers, breaking devices and other	All containers are of standard commercial-industrial grade and are clean, have minimal foul odors, and maintained in normal working condition 100% of the time.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>moving parts shall be maintained to keep containers in normal working condition. Bent, damaged, leaking, rusting and unsightly containers shall be repaired or replaced in a timely manner.</p> <p>The Contractor shall clean containers on designated Government property located at the Naval Base Guam Landfill.</p> <p>Containers shall be placed in waste collection areas as shown on the Site Maps and Locations and Collection Points provided in Section J, J-1503030-04 & J-1503030-06.</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause. 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.	
4.1	Tire Collection	Same as Spec Item 3.1.1		
4.2	Wood products and Vegetative Waste Collection	Same as Spec Item 3.1.2		
4.3	Tire Recycling And Wood products and Vegetative Waste Disposal	Same as Spec Item 3.2		
4.3.1	Tire Recycling	Same as Spec Item 3.2.1		
4.3.2	Wood products and Vegetative Waste Disposal	Same as Spec Item 3.2.2		

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Spec Item	Title	Description
1	General Information	
1.1	Outline of Services	<p>The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Tire and Wood Material Collection to include vegetative wastes, Disposal and Recycling at all Naval Base Guam Activities and tenants, and other U.S. Military Activities or DoD/federal agencies at various activities/locations, Guam, M.I. as described herein.</p> <p>Services shall be provided by means of Recurring Work and Non-Recurring work. All work shall be priced as Fixed Priced.</p> <p>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).</p> <p>Annex 1 General Information Annex 2 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 Annex 16 Utilities N/A Annex 17 Base Support Vehicles and Equipment N/A Annex 18 Environmental N/A</p>
1.2	Project Location	<p>The work shall be performed at various locations and may vary from location to location. The following is an example of the dispersion of work at the various locations.</p> <ol style="list-style-type: none"> 1) Andersen Air Force Base, Guam 2) Naval Base Guam Telecommunications Site, Guam 3) Naval Hospital, Guam 4) Naval Base Guam Munitions Site, Guam 5) Naval Base Guam Apra Harbor, Guam
1.3	Acquisition of Additional Work	<p>The Government reserves the right to acquire additional services at additional locations in addition to the services and locations identified in the recurring work requirements provided in Annex 15 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</p>

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		the scope of this contract.
1.4	Background Information	<p>Guam, the largest and southernmost island of the Marianas archipelago, is the western most possession of the United States. The island is approximately 6,000 miles west of San Francisco, 3,700 miles west-southwest of Honolulu, 1,500 miles southeast of Tokyo, 2,100 miles southwest of Hong Kong, 1,500 miles east of Manila; and 3,100 miles northwest of Sydney at 13 degrees north latitude and 144 degrees east longitude. The Marianas Trench, the deepest known ocean depth, is located southeast of Guam.</p> <p>The island of Guam is approximately 30 miles in length with a variable width, ranging from 12 miles to 4 miles at its narrowest point. Approximately 212 square miles, excluding reef formations, the island has two basic geological compositions. The central and northern features are primarily raised limestone with several volcanic formations at Mount Santa Rosa and Mount Mataguak. The northern cliff lines drop precipitously into the sea with an elevation ranging from 300 to 600 feet. The southern features are basically volcanic with an elongated mountain ridge dividing the inland valleys and coastline. The highest point is Mount Lam Lam with an elevation of 1,334 feet.</p> <p>Earthquakes also occur frequently near Guam and can cause damage to property. Guam is located in Seismic Zone 4.</p>
1.5	Verification of Workload and Conditions	Throughout the PWS, the workload data is generally referred to as being located in Section J. Section J provides data such as 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 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.
1.6	Climate Patterns	<p>Guam's climate is pleasantly warm year-round. The mean annual temperature is 81 degrees; the range is from the low 70s to the mid 80s. The coolest and least humid months are in December through February. The annual rainfall totals 80 to 110 inches. Guam experiences two (2) seasons, dry and rainy. The dry season, "fanumnangan," begins in December through June. The rainy season, "fanuchanan," falls within the remaining months.</p> <p>Typhoons, the most intense tropical cyclones observed anywhere, form over the open ocean areas of the Western Pacific. Generally, most of these tropical cyclones are in their formative stages while near Guam. Located in the middle of "Typhoon Alley," Guam usually averages four to five storm threats each year. On average, Guam is affected by a tropical cyclone with 40-mile-per-hour winds or higher every season. About every 5 to 10 years, Guam gets hit directly by a super-typhoon. However, the ever-changing patterns can bring a strong typhoon any year.</p>
1.7	Related Information	<p>There are four (4) types of Related Information that can be found in the Description and Related Information columns of the specification as follows:</p> <ul style="list-style-type: none"> • Informational Notes as used throughout this PWS provides additional information to offerors to be used in developing a

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		<p>thorough understanding of the work to be performed in this contract. Any block of text marked “Informational Notes” throughout Annexes 1 through 18 is subject to this disclaimer. Offerors may not rely upon the "Informational Notes" as material representations of the Government. Information provided in "Informational Notes" does not create a contractual requirement on either party to this contract.</p> <ul style="list-style-type: none"> • 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.
1.8	Navy Approach to Service Contracting	<p>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:</p>
1.8.1	Partnering Philosophy	<p>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.</p>
1.8.2	Contractor's Knowledge	<p>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.</p>
1.8.3	Industry Best Practices	<p>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).</p>

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1.9	Standard Template	<p>Key to implementing a programmatic approach is using a standard template that ensures Navy-wide consistency yet affords appropriate tailoring to meet local needs. This contract conforms to the standard template and has been tailored for this solicitation. NAVFAC intends to use this template-based approach for future service contracts. Offerors should develop an understanding of the template as part of performing due diligence in reaching an understanding of the Navy’s requirements and expectations.</p> <p>The standard template contains 18 standard annexes. Annex 1 will always contain information that is relevant to the entire scope of the contract. Annex 2 contains on-site project management and administration requirements that are relevant to the entire scope of the contract. Annexes 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. For contracts with no recurring work requirements, costs should be spread to Spec Item 4.</p>
1.10	Navy PBSA Approach	<p>The Navy’s approach to performance-based service acquisition (PBSA) includes four (4) component parts which are:</p> <ol style="list-style-type: none"> 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.11	Technical Proposal Certification	<p>The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.</p>

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2.15.2.2	Issuance of Final Task Order
2.15.3	Non-recurring ELINS

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Spec Item	Title	Description										
2	Management and Administration											
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.										
2.2	General Information											
2.2.1	Government Regular Working Hours	<p>The Government's regular working hours are from 0700-1630, five (5) days per week, Monday through Friday, except observed Federal holidays.</p> <p>Most services to be performed under this contract shall be accomplished during normal Government working hours, Monday through Friday, between the hours of 0730-1630 and Saturday between the hours of 0730-1630. Other work performed in this annex requires Contractor operations to be twenty-four (24) hours a day, every day of the year, including holidays, as necessary, to meet the performance objectives, established standards, and level of services, including, but not limited to: system emergencies and unscheduled service calls after normal working hours.</p> <p>The Contracting Officer's Representative (COR) or other designated personnel (approved by the Contracting Officer) shall coordinate and provide direction for emergencies and/or unscheduled service calls.</p>										
2.2.1.1	Observed Federal Holidays	<p>The Government observes the following holidays:</p> <table border="0"> <tr> <td>New Year's Day</td> <td>Martin Luther King Jr.'s Birthday</td> </tr> <tr> <td>President's Day</td> <td>Memorial Day</td> </tr> <tr> <td>Independence Day</td> <td>Labor Day,</td> </tr> <tr> <td>Columbus Day</td> <td>Veterans' Day</td> </tr> <tr> <td>Thanksgiving Day</td> <td>Christmas Day</td> </tr> </table>	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	Christmas Day
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	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 to the KO per Section F. Excludes work to be performed during specified hours.										
2.2.2	Wage Determinations	A "wage determination" is the listing of wage rates and fringe benefit rates for each classification of laborers which the Administrator of the Wage and Hour Division of the U.S. Department of Labor have determined to be prevailing in a particular geographic area for a given class of labor and type of projects. The latest rate is available on-line. Wage determinations are included in Section J-0200000-03.										
2.2.3	Requirements Hierarchy	<p>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.</p> <p>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.</p>										
2.3	General Administrative Requirements											
2.3.1	Required Conferences and Meetings	The Contractor may be required to attend administrative and coordination meetings. The Contractor shall attend meetings as requested by the government.										
2.3.2	Training for Maintenance and Operation of New and	The Contractor shall obtain all required certifications, training, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, State and local laws and regulations. The										

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

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		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.
2.3.3.3	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
2.3.4	Permits and Licenses	The Contractor shall without additional expense to the Government, obtain all required permits, licenses, clearances and authorizations to perform work under this contract and comply with all the applicable Federal, State and local laws and regulations. The Contractor shall submit copies of Permits and Licenses per Section F.
2.3.5	Insurance	Within fifteen (15) calendar days after award of this contract, 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 thirty (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 coverage: <ul style="list-style-type: none"> • 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 • Other as required by state law
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		
2.3.8	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-02. The Contractor shall comply with the most current version of directives, instructions, and

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		references including versions published during the term of the contract.
2.3.9	Invoicing Procedures	Invoicing procedures are identified in Section J-0200000-07.
2.3.10	Forms	Forms referenced in this Annex, e.g. accident reporting, and damage reporting are included among the Forms in J-0200000-04.
2.4	Government-Furnished Property, Materials and Services	In accordance with FAR 52.245, GOVERNMENT PROPERTY and NAVFAC Clause 5252.245-9300, GOVERNMENT-FURNISHED PROPERTY, MATERIALS AND SERVICES, and the following paragraphs, the Government will furnish or make available to the Contractor certain Government-owned facilities, utilities, materials, equipment and services for use in connection with this contract as stated below. A list of Government Furnished Property, Materials, and Services is provided in J-0200000-05.
2.4.1	Government-Furnished Facilities (GFF)	No Government-Furnished Facilities will be provided for the duration of this contract.
2.4.2	Government-Furnished Utilities	No Government-Furnished Utilities will be provided for the duration of this contract.
2.4.3	Government-Furnished Materials (GFM)	No Government-Furnished Materials will be provided for the duration of this contract.
2.4.4	Government-Furnished Equipment (GFE)	No Government-Furnished Equipment will be provided for the duration of this contract.
2.5	Contractor-Furnished Items	Except for items identified as Government Furnished, the Contractor shall provide all equipment, materials, parts, supplies, components, and facilities to perform the requirements of this contract. The KO may inspect Contractor-furnished items for adequacy and compliance with contract requirements. Inadequate or unsafe items shall be removed and replaced by the Contractor at no cost to the Government. Materials containing asbestos, lead, and polychlorinated biphenyls (PCBs) shall not be brought onsite. Energy efficient tools and equipment shall be used when available. The KO may at any time require Samples, Safety Data Sheets (SDS) 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

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		(2) 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	<p>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.</p> <p>The Contractor shall provide the Government with a performance work schedule per Section F. The schedule shall reflect services to be performed, the day and time areas will be serviced, building numbers, and shall be separated by customers. The Contractor shall submit copies of Work Schedules per Section F.</p>
2.6.4	Deliverables	<p>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.</p> <p>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.</p>
2.6.5	Service Interruptions	If any utilities or other services must be discontinued (even temporarily) due to scheduled contract work, the Contractor shall notify the KO, affected tenants, and customers. If the discontinued service is due to an emergency breakdown the Contractor shall notify the KO, affected tenants and customers as soon as practicable.
2.6.6		
2.6.7	Quality Management System (QMS)	<p>The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address:</p> <ul style="list-style-type: none"> • Accurate documentation of work processes, procedures, and output measures. • A systematic procedure for assessing compliance with performance objectives and standards. • Accurate documentation of quality inspections and surveillance conducted throughout the execution of work. • Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.
2.6.7.1	Quality Management (QM) Plan	<p>Within fifteen (15) calendar days after award of the contract, 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. Within seven (7) calendar days of any change during period of performance, submit to the KO a revised QC Plan for acceptance.</p> <p>The Contractor's QM Plan shall include, at a minimum, the following:</p> <ul style="list-style-type: none"> • Table Of Contents • Policy and objectives of Quality Management System (QMS) • Quality Organization

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Spec Item	Title	Description
		<ul style="list-style-type: none"> ○ List of personnel ○ Responsibilities & lines of authority ○ Training, Certifications and qualifications ○ Appointment Letters ● Approach to assuring quality of services provided and conformance with performance objectives and standards ● Methods and procedures for effective planning, operation and control of processes and performance of work ● Procedures for inspection and surveillance of services <ul style="list-style-type: none"> ○ Scheduling and performance of inspection and surveillance ○ Measurement, data collection and analysis ○ Corrective action, preventive action, and continuous improvement ○ Oversight of subcontracted work ● Documentation and records management ● Communication with government (customers)
2.6.7.2	Quality Inspection and Surveillance	<p>The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-4, INSPECTION OF SERVICES – FIXED PRICE, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government’s regular working hours.</p> <p>The file shall be turned over to the KO within five (5) calendar days of termination of the contract.</p>
2.6.7.3	Quality Inspection and Surveillance Report	<p>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 day. The Government may adjust the frequency of the submittal based on the Contractor’s quality of performance.</p>
2.6.8		
2.6.9		
2.7	Personnel Requirements	<p>The Contractor shall comply with the personnel requirements stated below.</p>
2.7.1	Key Personnel	<p>Within fifteen (15) calendar days after award of the contract, for other than qualification requirements required to be submitted with the offer, the Contractor shall submit to the Contracting Officer a List of Key Personnel and their qualifications and any additional information requested by the Contracting Officer to certify their qualifications.</p> <p>Within fifteen (15) calendar days after award of the contract, the Contractor shall submit to the Contracting Officer an Organizational Chart showing lines of authority of the key personnel and on-site Supervisor(s) for this contract per Section F. The chart shall include names of personnel and their position title in this contract. As a minimum, include the PM, Quality Manager, SSHO, and on-site Supervisor(s) and who they will report directly to for this contract. The key personnel shall be revised as applicable for the contract.</p>

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2.7.1.1	Project Manager (PM)	<p>The Contractor shall provide a PM and designated alternate, as applicable, who has the have full authority to act for the Contractor on all contract matters relating to this contract. The PM or alternate shall be on-site during the Government's regular working hours and shall be available on-site within two (2) hours after the Government's regular working hours.</p> <p>The PM shall have satisfactory relevant experience at a comparable level of responsibility on contracts of similar size, scope and complexity.</p>
2.7.1.2	Quality Manager	<p>The Contractor shall provide a Quality Manager or designated alternate and shall be on-site during the Government's regular working hours and shall be available on-site within two (2) hours after the Government's regular working hours. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager.</p> <p>The Quality Manager shall not be the same person as the Project Manager.</p> <p>The Quality Manager shall have fulfilled the following training and experiences:</p> <p>The Quality Manager shall have attended and satisfactorily completed the Construction Quality Management (CQM) course offered by the Government or Guam Contractor's Association and shall have at least three (3) years of experience in preparing and enforcing QMS programs on contracts of similar size, scope and complexity. If the Quality Manager has not attended and satisfactorily completed the Construction Quality Management (CQM) course offered by the Government or Guam Contractor's Association prior to being hired as the QM, he or she shall have six (6) months to fulfil this requirement.</p> <p>The Quality Manager may be the same person as the SSHO.</p>
2.7.1.3	Site Safety and Health Officer (SSHO)	<p>The SSHO must meet the requirements of EM 385-1-1 Section 1 and ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one (1) Competent Person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO or an equally-qualified Designated Representative/alternate shall be on-site at all times when work is being performed to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO's training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17, entitled SITE SAFETY AND HEALTH OFFICER (SSHO), and all associated sub-paragraphs.</p> <p>A Competent Person shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the Contracting Officer for acceptance in consultation with the Safety Office.</p> <p>The Contractor shall provide a SSHO whose primary duty and responsibility is to prepare and enforce the Contractor's safety program on this contract. The SSHO shall have fulfilled the following pre-requisite</p>

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Spec Item	Title	Description
		<p>training and experiences before being hired as the SSHO under this contract:</p> <p>The SSHO shall have satisfactory experience in preparing and enforcing safety programs on contracts of similar size and complexity in the past, and have completed the OSHA 30-hour construction safety class or equivalent. The SSHO shall maintain competency through 24 hours of formal safety and health related coursework every four (4) years.</p> <p>The SSHO may be the same person as the Project Manager but shall have fulfilled the pre-requisite qualification and experience.</p>
2.7.2	Employee Requirements	<p>The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can perform the contract requirements and comply with installation emergency procedures.</p> <p>Personnel who operate heavy machinery shall be properly licensed to operate the respective machinery.</p> <p>Additional personnel requirements for employees who collect, handle, transport, and dispose of solid waste shall comply with Federal, State and local statutes and regulations, and with DoD and Navy policies, instructions and guidance.</p> <p>Personnel who handle or supervise the handling of solid waste to be sterilized at the Waste Sterilization Facility must receive training from the Government prior to handling this type of waste. The same Contractor personnel shall also attend training administered by the USDA or its designee.</p> <p>The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide Tire and Wood Material Collection and Disposal Services.</p>
2.7.2.1	Employee Certification and Training	<p>The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods. Records shall be made available for Government review within four (4) hours of request.</p>
2.7.2.2	Employee Appearance	<p>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.</p> <p>Type of Uniform: All employees shall wear Contractor-provided uniforms, including shirts and/or blouses which are clearly distinguishable from other facility uniforms currently in use. The uniform shall be worn as designed by the uniform manufacturer. Sandals or other open-toed shoes shall NOT be worn.</p>

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2.7.2.3	Employee Conduct	<p>Contractor employees shall conduct themselves in a proper, efficient, courteous and businesslike manner.</p> <p>Discipline: The Contractor shall take prompt, appropriate action in all instances of employee misbehavior that may reflect adversely upon the Government. The Contractor shall furnish to the KO or designated representative, for review, a written report of disciplinary action taken in those instances where an infraction of Government regulations has been reported and substantiated.</p>
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.
2.7.3	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	<p>The Contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: https://doncmra.nmci.navy.mil.</p> <p>Per Section F, reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at https://doncmra.nmci.navy.mil.</p>
2.8	Security Requirements	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 the employee's name, supervisor, company, and level of security clearance.
2.8.2	Vehicles	The company name and phone number shall be prominently displayed on the driver and passenger side on each of the Contractor's vehicles utilized to perform work on this contract. All vehicles shall display a valid license plate that complies with the Guam Vehicle Code. Vehicles shall meet all other requirements of the Guam Vehicle Code, such as safety standards, and shall carry proof of insurance and 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 outer clothing. When an employee leaves the Contractor's service, the employee's Passes and Badges shall be returned within ten (10) calendar days.

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2.8.4	Access to Installation	<p>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.</p> <p>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.</p>
2.8.4.1	NCACS Program	<p>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 (1) 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.</p> <p>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).</p> <p>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. Contractors should be aware that the costs incurred to obtain NCACS credentials, or costs related to any means of access to a Navy Installation, are not reimbursable. Any time invested, or price(s) paid, for obtaining NCACS credentials will not be compensated in any way or approved as a direct cost of any contract with the Department of the Navy.</p>
2.8.4.2	One-Day Passes	<p>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.</p>
2.8.5	Access to Buildings	<p>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</p>

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		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 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 Government may issue keys to the Contractor. The Contractor shall use due diligence and be responsible for compromised security systems to include replacement costs that result from its action or inaction.
2.8.7	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	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	<p>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.</p> <p>Any reference to "USACE" facilities, property, or equipment specified in EM 385-1-1 should be interpreted as Government facilities, property, and equipment.</p>
2.9.1	Accident Prevention Plan (APP)	<p>The Contractor shall develop and implement a site Accident Prevention Plan (APP). The APP shall be prepared by the Contractor's SSHO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site.</p> <p>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.</p> <p>The Contractor shall submit an APP for acceptance per Section F. The Contractor shall review, update, and submit revisions to the APP whenever a change in work conditions, hazards, or activities occur. Submittal of the APP shall include Activity Hazard Analyses (AHAs) and applicable compliance plans, programs, and procedures as specified below.</p> <p>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.</p> <p>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</p>

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		discretion of the Contracting Officer, until the matter has been rectified.
2.9.2	Activity Hazard Analysis (AHA)	<p>The Contractor shall prepare Activity Hazard Analyses (AHAs) for all applicable common recurring work activities performed under this contract. AHAs for recurring work shall be submitted with the APP and shall be updated as work activities or conditions change and additional AHAs prepared as new work activities are required. AHAs for non-recurring and one-time (e.g., non-recurring work task orders) work occurrences shall be submitted at least two (2) working days prior to start of work.</p> <p>Specifically:</p> <ul style="list-style-type: none"> • For contract modifications to recurring work requirements where changes are germane to the original contract, the Contractor shall revise applicable AHAs within fifteen (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. <p>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.</p> <p>During performance of services, the SSHO shall periodically review the AHA at each service site and for each sub-annex to assess the effectiveness of the Contractor’s overall APP. If changes to the AHAs are required, such changes shall be submitted to the KO for review and acceptance.</p>
2.9.3	Safety and Occupational Health (SOH) Risks and Compliance Plans	<p>Based on a risk assessment of recurring and non-recurring work requirements and on mandatory OSHA compliance programs, the 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.</p> <p>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.</p> <p>Additional requirements for specific compliance plans are provided below.</p>
2.9.3.1	Alcohol and Drug Abuse Prevention Plan	The Contractor shall develop an alcohol and drug abuse prevention plan to explain how it will satisfy the drug-free work force requirement as stated in DFARS Clause 252.223-7004 and include elements addressed in paragraph 01.C.02 of EM 385-1-1.
2.9.3.2	Chemical Hazard Communication Program	The Contractor shall develop a project-specific chemical hazard communication program to include elements addressed in paragraph 06.B.01 of EM 385-1-1 and applicable OSHA requirements in 29 Code of Federal Regulations (CFR) 1910.120 and 29 CFR 1926.59.
2.9.3.3		

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2.9.3.5	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	Crane Operations	<p>All operations of Cranes, Multi-Purpose Machines and Material Handling Equipment shall comply with EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926.</p> <p>The Contractor shall comply with paragraph 1.7.2 of NAVFAC P-307 and notify the Contracting Officer at least fifteen (15) days prior to bringing any crane (including delivery vehicles with crane boom attachments), multi-purpose machines, material handling equipment, or construction equipment that may be used in a crane-like application to lift suspended loads on board a Navy Installation. Written documentation of the last weight test of the crane and all related weight handling equipment (e.g. attachments, rigging gear, etc.) shall be maintained on site.</p> <p>A joint verification with the Government representative must be performed to ensure that a legible and indelible completed copy of Appendix P, Figure P-1 of NAVFAC P-307 is maintained on the crane, multi-purpose machine, and material handling equipment or construction equipment used in a crane-like application to lift suspended loads. The following certification and testing documentation shall be on site prior to entry and use on any Navy Installation:</p> <ol style="list-style-type: none"> 1) Crane, multi-purpose machine, material handling equipment or construction equipment used in a crane-like application to lift suspended load certification 2) Load testing 3) Yearly, monthly and daily inspection logs 4) Rope/sling certifications 5) Operator certifications/designations 6) Designation of person performing log inspections 7) Cranes that are permanently located on a Navy Installation shall have a quarterly joint verification.
2.9.4.1	Crane Inspections	The Contractor shall ensure all inspections are performed in accordance with EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926 (daily, monthly, quarterly, yearly), and retain the current documentation of inspections. Documents shall be kept on site. Daily pre-use inspections and testing shall be performed on all load hoisting and lowering mechanisms, boom hoisting and lowering mechanisms, swinging mechanisms, travel mechanisms (if to be used that day), and safety devices. Cranes that have to be re-rated shall be in accordance with SAE Recommended Practices, Crane Load Stability Test Code J765 and documentation maintained on site. The Contractor shall have an operational anti-two block device or a two-block damage prevention feature for all points of two blocking and a boom hoist disconnect, shutoff, or hydraulic relief to automatically stop the boom hoist when the boom reaches a predetermined high angle.

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2.9.4.2	Rigging Gear	<p>The Contractor shall ensure rigging gear and below the hook lifting devices and personnel comply with the following requirements:</p> <ol style="list-style-type: none"> 1) Personnel performing rigging shall have an understanding of all signs, notices, and operating instructions, and be familiar with the applicable hand signals prescribed by the ASME B30 standard for the type of crane in use. 2) Personnel performing rigging shall be familiar with the rigging requirements in EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926. 3) The Contractor shall inspect rigging gear in accordance with EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926 and paragraph 1.7.2 of NAVFAC P-307. Certification records shall be made available for review upon request.
2.9.4.3	Crane Operators	<p>Crane operators shall meet the personnel qualifications requirements in paragraph 16.B of EM 385-1-1 and paragraph 1.7.2 of NAVFAC P-307. For mobile cranes with Original Equipment Manufacturer (OEM) rated capacities of 2,000 pounds or greater, designate crane operators as qualified by a source that qualifies crane operators (i.e., union, a government agency, or an organization that tests and qualifies crane operators).</p>
2.9.5	Accident and Damage Reporting	<p>The Contractor shall notify the Contracting Officer as soon as practical, but no more than four (4) 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.</p> <p>Within notification include Contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.</p> <p>The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least \$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 within the Forms in J-0200000-04.</p> <p>For any weight handling equipment accident (including rigging gear</p>

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		<p>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.</p> <p>For a near miss, the Contractor shall complete the applicable documentation in NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F.</p> <p>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 four (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.</p>
2.9.5.1	Accident Reporting and Notification Criteria	<p>The following criteria and definitions apply to the accident reporting requirements specified above:</p> <p>Recordable Injuries or Illnesses. Any work-related injury or illness that results in:</p> <ol style="list-style-type: none"> 1) Death, regardless of the time between the injury and death, or the length of the illness; 2) Days away from work (any time lost after day of injury/illness onset); 3) Restricted work; 4) Transfer to another job; 5) Medical treatment beyond first aid; 6) Loss of consciousness; or 7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above. <p>High Visibility Accident. Any mishap which may generate publicity or high visibility.</p> <p>Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even through provided by a physician or registered personnel.</p> <p>WHE Accident. A WHE accident occurs when any one or more of the eight (8) 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</p>

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		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.)
2.9.6	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.
2.9.7	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.
2.9.8	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 to the KO within forty-eight (48) hours after receiving a citation.
2.9.9	Safety Inspections and Monitoring	<p>The Contractor shall conduct inspections of its work areas, job sites, and work crews every day work is being performed to ensure that all Contractor operations are being conducted safely. These inspections shall ensure:</p> <ul style="list-style-type: none"> • The site is safe and free of job-site hazards • Proper PPE is being utilized and worn. • Safe work practices and processes are being followed. • Workers are familiar with the hazards covered in the respective AHA for that work activity. • All equipment and tools are in good condition and being used safely. <p>The Government reserves the right to inspect and monitor Contractor operations for safety compliance. In general, the Government approach will be to conduct Performance Assessment on the quality and effectiveness of the Contractor’s safety program. The Government reserves the right to stop any work activity when it deems danger is imminent. Contractor personnel shall work in a safe manner and comply with all applicable safety regulations. The Contractor shall be subject to safety inspections of its work sites by the Government. Contractor safety records shall be available to the KO upon request.</p> <p>Whenever the KO becomes aware of any safety noncompliance or any condition which poses a serious or imminent danger or hazard to the health or safety of the public or Government Personnel, the KO will notify the Contractor orally, with written confirmation, and request immediate corrective action. This notice, when delivered to the Contractor’s representative or SSHO, shall be deemed sufficient notice of noncompliance and that corrective action is required. After receiving this notice, the Contractor shall immediately take corrective action. If the Contractor fails, delays, or refuses to promptly take corrective action, the KO may issue a stop work order for all or part of the services or work until satisfactory corrective action has been taken. Whenever such a stop work order has been issued, the Contractor shall waive all equitable</p>

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		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.
2.9.10	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.
2.9.11	Safety Apparel on Jobsites	The Contractor personnel shall wear appropriate high-visibility safety apparel (garment, vest, or harness of retro-reflective and fluorescent material) meeting ANSI/ISEA 107-2010 requirements. Appropriate garment shall be based on the worker hazards and tasks, complexity of the work environment or background, and vehicular traffic and speed. As a minimum, the Contractor personnel shall wear ANSI/ISEA 107-2010 Class II compliant apparel.
2.9.12	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	<p>The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy. Goals:</p> <ul style="list-style-type: none"> • Reduce purchase and use of toxic and hazardous materials; • Expand purchase of green products and services; increase recycling; • Reduce energy and water use; • Increase use of alternative fuels and renewable energy; • Integrate green building concepts in major renovations and new construction; • Prevent pollution at the source; and • Continual improvement. <p>Policy:</p> <ul style="list-style-type: none"> • Protect public health and the environment by being an environmentally responsible member of the community; • Preserve our natural, historic and cultural resources; • Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; • Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities; • Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; • Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; • Enhance our program as we develop and implement an

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		<p>Environmental Management System; and</p> <ul style="list-style-type: none"> • Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words. <p>The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy 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.</p>
2.10.1	Energy Management Program	<p>The Contractor shall comply with the installation's energy management program. The Contractor PM, or designee, shall represent the Contractor's interest at all meetings of the activity's Energy Management Board.</p> <p>The Contractor shall attend periodic meetings with the Installation Energy Manager, where energy and water efficiency goals and project status will be discussed to ensure that any Contractor work complements and optimizes efficiency efforts.</p>
2.10.1.1	Water Conservation Plan	The Contractor shall develop, submit and implement a Water Conservation Plan per Section F.
2.10.1.2	Energy Efficient Products	The Contractor shall use life-cycle cost analysis in making decisions about investments in products, services, construction and other projects to lower Federal Government's costs and reduce energy consumption. The Contractor shall elect lifecycle cost effective Energy Star and other energy-efficient products when acquiring energy-using products. For product groups where Energy Star labels are not yet available, select products that are in upper 25 percent of energy efficiency as designated by the Federal Energy Management Program. Use of high energy consuming tools or equipment is subject to approval by the KO prior to use.
2.10.2	Environmental Protection	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		
2.10.2.2	Non-Hazardous Waste	The Contractor shall dispose all wastes in accordance with all applicable

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	Disposal	<p>Federal, State, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements.</p> <p>All non-hazardous, non-regulated debris and rubbish resulting from the work under this contract shall be disposed of at appropriate waste handling facilities.</p> <p>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.</p>
2.10.2.3	Hazardous Waste Disposal	The Contractor shall dispose of all hazardous waste in accordance with the Resource Conservation and Recovery Act and all other applicable Federal, State and local laws and regulations. No disposal of hazardous waste onboard the installation is allowed.
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 or otherwise stated herein, and the Installation Spill Control Plan as specified in 29 CFR Part 1926 and 29 CFR Part 1910 at no cost to Government.
2.10.2.5	Hazardous Material Management	<p>The Contractor shall support the Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP).</p> <p>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 fifteen (15) working days for processing the request. The Contractor shall post Safety Data Sheets (SDS) 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 per Section F.</p> <p>The Contractor shall ensure that procedures are in place to deal with hazardous materials, pursuant to the FAR Clause 52.223-3, HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SAFETY DATA.</p> <p>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-isocyanates, 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.</p>
2.10.2.6		
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.

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2.10.2.8		
2.10.2.9	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 (1) hour and follow-up with written ACM Notification within twenty-four (24) hours per Section F.
2.10.3	Sustainable Procurement and Practices	<p>Within fifteen (15) calendar days after award of the contract, the Contractor shall develop, submit, and implement a Sustainable Procurement and Practices Plan that shall identify how the Contractor will comply with all applicable Federal, State and local laws and regulation, including E.O. 13423, E.O. 13514, Installation Energy Management Program and Water Conservation Programs and energy reduction requirements. The plan shall specifically address the following components:</p> <ul style="list-style-type: none"> • Recycled Contents Products • Energy/Water efficiency • Energy Efficient Tools and Equipment • Alternate Fuels and Alternate Fuel Vehicles • Biobased Products • Non-Ozone Depleting Products • Environmental Preferred Products and Services • Low/Non-Toxic and Hazardous Materials <p>The Contractor shall submit an annual Sustainable Delivery of Services Report per Section F.</p>
2.10.3.1	Environmentally 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 (<i>e.g.</i> , 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		
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 comply with the installation's Contingency Instruction and contingency response plan The Contractor shall support the installation contingency response plan as directed by the KO.
2.11.1	Storm Protection	The Contractor, at no cost to the Government, shall be responsible for the security and safety of the work site, including the Contractor's shop site and/or storage area, when warning of winds of gale force are issued. Gale force winds are defined as having a sustained velocity of 34 knots or better and include winds of tropical storm or typhoon intensity. Satisfactory job site clean-up is the initial, basic day-to-day, minimal preparation the Contractor can make for winds of destructive force. When warnings of gale force winds are issued, the Contractor shall carry out, without delay,

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		<p>all directives concerning securing action to be taken which may be issued to him by the Contracting Officer. This preparation is in accordance with the contract terms and every practicable precaution will be taken to minimize danger to persons, to prevent damage to the work place, materials, supplies, equipment, adjacent structures, and property of the others, and is in the public interest.</p> <p>a) Tropical Storm/Typhoon Conditions are set by Commander, Naval Forces Marianas when winds of 50 knots are expected to occur locally. These tropical storm/typhoon conditions could result from passage of a typhoon near Guam but it is not expected that Guam will receive typhoon force winds.</p> <p>b) Destructive wind conditions are defined as follows:</p> <ol style="list-style-type: none"> (1) Tropical Storm/Typhoon Condition Four – Tropical Storm/Typhoon with maximum sustained surface winds of 50 knots or greater are possible within 72 hours. (2) Tropical Storm/Typhoon Condition Three – Tropical Storm/Typhoon with maximum sustained surface winds of 50 knots or greater are expected within 48 hours. (3) Tropical Storm/Typhoon Condition Two – Tropical Storm/Typhoon with maximum sustained surface winds of 50 knots or greater are expected within 24 hours. (4) Tropical Storm/Typhoon Condition One – Tropical Storm/Typhoon with maximum sustained surface winds of 50 knots or greater are expected within 12 hours. <p>c) The maximum mandatory action required of the Contractor is noted below:</p> <ol style="list-style-type: none"> (1) During Tropical Storm/Typhoon Condition Four, the normal condition of readiness of Guam and in Commonwealth of the Northern Marianas Islands, daily job site clean-up and good house-keeping practices are required. The Contractor shall collect and store in piles or containers all scrap, waste materials, and rubbish for regular removal and disposal no less frequently than close of each day's work. The work site, including storage areas, shall be maintained free of debris at all times by the Contractor. When departing the shop site, the Contractor shall secure all loose objects such as spare tires, storage drums, shacks, etc., and be prepared to withstand typhoon-intensity winds. The shop site shall be neat and maintained in order. <p>Planning for all operations shall include the total systems response capabilities available to the Contractor to minimize the consequences of accidents or natural disasters. These normal job site clean-up operations shall be conducted to the satisfaction of the Contracting Officer.</p> <p>(2) When Tropical Storm/Typhoon Condition Three is set, the</p>

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		<p>Contractor shall attain the job site condition required for typhoon condition three prior to close of work that day. In addition, the Contractor shall commence securing all operations, which cannot be completed within 18 hours. If winds of typhoon force are expected, all machinery, tools, materials or equipment, etc., shall be secured and, if necessary, removed from job site or placed inside a typhoon shelter. This action shall be taken at the earliest opportunity and accomplished to the satisfaction of the Contracting Officer. If this condition is set during a holiday or weekend, the Contractor shall proceed as above, i.e., the same as if it were a normal workday. If this condition is set at night, the Contractor shall establish its plan of securing operations for the next day to commence at first light if still in Condition Three or greater (Conditions Two or One).</p> <p>(3) When Tropical Storm/Typhoon Condition Two is set, the job sites shall be secured and all personnel shall report to a shelter. The Contractor shall ensure that the job sites are secured to the satisfaction of the Contracting Officer before releasing its work force to report to a shelter.</p> <p>(4) When Tropical Storm/Typhoon Condition One is set, all work shall cease until Tropical Storm/Typhoon Condition Four "All Clear" is set after the passing of destructive winds.</p> <p>(5) When Tropical Storm/Typhoon Condition Four "All Clear" is set after the passing of the destructive winds, the Contractor shall return to the job site to assess damages and immediately restore the job site to the Satisfaction of Officer in Charge or designated representative. The job site restoration/clean up shall be in accordance with the contract terms and every practicable precaution shall be taken to minimize danger to people, to prevent damage to work in place, materials, supplies, equipment, adjacent structures, and property of others; and is in public interest. However, before proceeding with restoration/clean up requiring significant time and cost, a clean-up plan shall be discussed with and submitted to the Contracting Officer or designated representative for approval.</p>
2.12		
2.13	Warranty Management	Prior to performing repair work, the Contractor shall report to the KO any defect in workmanship, material, or parts, and any improper installation of equipment and components that are covered by a warranty. The Contractor is responsible for knowing which equipment and components are covered by the original warranty and the warranty duration. The KO will provide available warranty documents.
2.14	Recurring Work Procedures	
2.14.1	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 (2) 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.

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Spec Item	Title	Description
2.14.2	Recurring Work Exhibit Line Item Numbers (ELINs)	Recurring work ELINS are provided in J-0200000-06.
2.14.3	Common Output Level Standards (COLS) Options	The Contractor shall provide pricing for multiple COLS where indicated. The Government reserves the right to award options changing the specified COLS as detailed below.
2.14.3.1	Optional COLS CLINs for Region Funded Facility Services	The Government intends to procure services at COLS 1, COLS 2, COLS 3, and COLS 4 for Region funded Facility Services for award of the base period of performance. Changes to specified COLS will be made in accordance with Section H, TERMS FOR THE USE OF OPTIONAL COLS CLINS.
2.14.3.2	Option to Change COLS at Contract Award	The Government intends to procure services at COLS 1, COLS 2, COLS3 and COLS 4 as provided in Section J-1503030-03. Upon initial contract award the Government reserves the right to award options to increase or decrease COLS for the base period.
2.14.3.3	Option to Change COLS at Exercise of an Option Period	The Government reserves the right to increase or decrease the COLS at the time it exercises its option to extend the contract at the prices indicated in the schedule. The Government will provide seven (7) calendar days preliminary notice of its intent to change the COLS. Notice of intent will be in writing in a manner prescribed by the Contracting Officer.
2.15	Non-recurring Work	Non-recurring work is identified in Annex 15. 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 and DoD EMALL requirements. 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-0200000-06 on an as needed basis.
2.15.1	Unit Priced Task (UPT) Work (Non-Negotiated)	A UPT is defined as a 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.
2.15.1.1	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.
2.15.1.2	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.
2.15.2	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

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		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.
2.15.2.1	Non-recurring Work Preparation of Proposals	The Contractor shall submit a non-recurring work proposal to the KO within seven (7) calendar days following receipt for each potential task order which includes: <ol style="list-style-type: none"> 1) a complete list of all tasks necessary to perform the required scope of work, 2) the number of direct labor hours to perform each task and 3) the projected quantity and costs of materials and equipment to perform the required scope of work.
2.15.2.1.1	Labor Requirements	Accepted industry time standards published in R. S. Means cost data, industry organizations, and similar estimating sources shall be used for determining the number of direct labor hours required to complete the scope of work. The total labor cost will be determined by totaling the number of direct labor hours and then multiplying by the UPL amount in the Non-recurring Work Exhibit Line Items (ELINs) provided in Section J-0200000-06.
2.15.2.1.2	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. The direct material price will be multiplied by the Contractor's non-recurring work material fixed burden rate.
2.15.2.2	Issuance of Final Task Order	The KO will order unit priced labor by issuing to the Contractor a copy of the approved scope of work and a task order for the work described. Task order completion times will be specified on each task order.
2.15.3	Non-recurring work ELINS	Non-recurring Work ELINs are provided in J-0200000-06.