

SOLICITATION, OFFER AND AWARD			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1 499	
2. CONTRACT NO.		3. SOLICITATION NO. N62470-15-R-4007	4. TYPE OF SOLICITATION [] SEALED BID (IFB) [X] NEGOTIATED (RFP)	5. DATE ISSUED 19 Sep 2016	6. REQUISITION/PURCHASE NO.		
7. ISSUED BY COMMANDER NAVFAC ATLANTIC 6506 HAMPTON BLVD NORFOLK VA 23508-1278			CODE N62470	8. ADDRESS OFFER TO (If other than Item7) See Item 7		CODE	TEL: FAX:

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and 3 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in 6506 Hampton Blvd, Mail Room until 02:00 PM local time 03 Nov 2016
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME JENNIFER JORDAN	B. TELEPHONE (Include area code) (NO COLLECT CALLS) 757-322-4649	C. E-MAIL ADDRESS jennifer.s.jordan@navy.mil
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OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)			
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):		AMENDMENT NO.	DATE

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
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15B. TELEPHONE NO (Include area code)	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>	17. SIGNATURE	18. OFFER DATE
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AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION	
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)() <input type="checkbox"/> 41 U.S.C. 253(c)()		23. SUBMIT INVOICES TO ADDRESS SHOWN IN	ITEM
24. ADMINISTERED BY (If other than Item7) CODE		25. PAYMENT WILL BE MADE BY CODE	
26. NAME OF CONTRACTING OFFICER (Type or print) TEL: EMAIL:		27. UNITED STATES OF AMERICA (Signature of Contracting Officer)	28. AWARD DATE

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

Section A - Solicitation/Contract Form

SECTION A

NAVAL FACILITIES ENGINEERING COMMAND (NAVFAC), ATLANTIC
6506 HAMPTON BLVD
NORFOLK, VIRGINIA 23508-1278

NAVFAC RFP NUMBER: N62470-15-R-4007
Base Operations Support (BOS) Services Contract
Camp Lemmonier, Djibouti Africa (CLDJ)
primarily locations include:
(Camp Lemmonier, Djibouti Africa),
Forward Operating Location Facility Support, Chabelley Air Field, Djibouti and
Camp Simba, Manda Bay, Kenya

NOTICE: PROPOSALS ARE DUE BY 2:00 P.M. (EST) ON NOVEMBER 03, 2016

Proposal is to be submitted to office listed below:

Naval Facilities Engineering Command (NAVFAC), Atlantic Naval Facilities Engineering Command, Atlantic
Attn: Jennifer Jordan, Code ACQ22
6506 Hampton Blvd, Mail Room
Norfolk, Virginia 23508-1278

PRE-PROPOSAL CONFERENCE/SITE VISIT:

A pre-proposal conference will be held. The pre-proposal conference and/or site visit
time and location will be issued via amendment.

All prospective Offerors are urged to attend this conference.

SECTION A.2

A.2-1 CONTRACT TITLE

BASE OPERATIONS SUPPORT (BOS) SERVICES CONTRACT AT, CAMP LEMONNIER,
DJIBOUTI AFRICA.

A.2-2 TYPE OF CONTRACT

The intention of this solicitation is to obtain Base Operations Support (BOS) for Camp Lemmonier, Djibouti Africa, Chabelley Air Field, Djibouti, Camp Simba, Manda Bay, Kenya, and at times other locations within the continent of Africa by means of an Indefinite Delivery Indefinite Quantity (NRW) contract comprised of both Recurring and Non-Recurring Work items as noted in Section L, Instructions, Conditions, and Notices to Bidders.

The Contractor work includes, but is not limited to, providing all management, supervision, labor, materials, and equipment necessary to provide services for: General Information, Management and Information, Public Safety (including Force Protection, Fire and Emergency Services, and Emergency Management), Air Operations (including Airfield Facilities and Passenger Terminal and Cargo Handling), Ordnance, Supply (including Material Management and Supply Services), Morale, Welfare and Recreation Support (MWR), Galley, Bachelor Quarters,/Unaccompanied Housing, Facilities Support (including Facility Management, Facility Investment, Custodial Services, Pest Control Services, Integrated Solid Waste Management (ISWM), Grounds Maintenance and Landscaping, and Pavement Clearance), Utilities (including Utility Management. Electrical, Wastewater, and Water), Base Support Vehicles and Equipment (BSVE),and Environmental.

A.2-3 COMPETITION REQUIREMENTS/SET-ASIDE

This procurement is unrestricted.

A.2-4 NAICS CODE

The NAICS code assigned to this procurement is 561210, Facility Support Services, having a small business size standard of \$38.5 Million. Refer to Section K, Representations, Certifications and Other Statements of Offerors.

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0001	BASE YEAR RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0001 represents the total Base Period for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2017 and ending on 19 June 2018. Exhibit Line Item Numbers ELINS A001 – A070 FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0002	BASE YEAR NON-RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0002 represents the total Base Period for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2017 and ending on 19 June 2018. Exhibit Line Item Numbers ELINS A700 – A718 FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0003 OPTION	OPTION YEAR 1 RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0003 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2018 and ending on 19 June 2019. Exhibit Line Item Numbers ELINS B001 – B070 FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0004 OPTION	OPTION YEAR 1 NON-RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0004 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2018 and ending on 19 June 2019. Exhibit Line Item Numbers ELINS B700 – B718 FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0005 OPTION	OPTION YEAR 2 RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0005 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2019 and ending on 19 June 2020. Exhibit Line Item Numbers ELINS C001 – C070 FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0006 OPTION	OPTION YEAR 2 NON-RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0006 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2019 and ending on 19 June 2020. Exhibit Line Item Numbers ELINS C700 – C718 FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0007 OPTION	OPTION YEAR 3 RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0007 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2020 and ending on 19 June 2021. Exhibit Line Item Numbers ELINS D001 – D070</p> <p>FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0008 OPTION	OPTION YEAR 3 NON-RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0008 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2020 and ending on 19 June 2021. Exhibit Line Item Numbers ELINS D700 – D718</p> <p>FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0009 OPTION	OPTION YEAR 4 RECURRING WORK	UNDEFINED	Each		

FFP
 Total Price for CLIN 0009 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2021 and ending on 19 June 2022. Exhibit Line Item Numbers ELINS E001 – E0070

FOB: Destination

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0010 OPTION	OPTION YEAR 4 NON-RECURRING WORK	UNDEFINED	Each		

FFP
 Total Price for CLIN 0010 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2021 and ending on 19 June 2022. Exhibit Line Item Numbers ELINS E700 – E718

FOB: Destination

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0011 OPTION	OPTION YEAR 5 RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0011 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2022 and ending on 19 June 2023. Exhibit Line Item Numbers ELINS F001 – F070</p> <p>FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0012 OPTION	OPTION YEAR 5 NON-RECURRING WORK FFP	UNDEFINED	Each		
	<p>Total Price for CLIN 0012 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2022 and ending on 19 June 2023. Exhibit Line Item Numbers ELINS F700 – F718</p> <p>FOB: Destination</p>				

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0013 OPTION	OPTION YEAR 6 RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0013 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2023 and ending on 19 June 2024. Exhibit Line Item Numbers ELINS G001 – G070</p> <p>FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0014 OPTION	OPTION YEAR 6 NON-RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0014 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2023 and ending on 19 June 2024. Exhibit Line Item Numbers ELINS G700 – G718</p> <p>FOB: Destination</p>					

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0015 OPTION	OPTION YEAR 7 RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0015 represents the total option year for Base Operating Support Services Djibouti for recurring work in accordance with the PWS and all applicable attachments starting 20 June 2024 and ending on 19 June 2025. Exhibit Line Item Numbers ELINS H001 – H070</p> <p>FOB: Destination</p>					
					MAX NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0016 OPTION	OPTION YEAR 7 NON-RECURRING WORK FFP	UNDEFINED	Each		
<p>Total Price for CLIN 0016 represents the total option year for Base Operating Support Services Djibouti for non-recurring work in accordance with the PWS and all applicable attachments starting 20 June 2024 and ending on 19 June 2025. Exhibit Line Item Numbers ELINS H700 – H718</p> <p>FOB: Destination</p>					
					MAX NET AMT

SECTION B
SECTION B

B.1 MAXIMUM NOT TO EXCEED (NTE) AND MINIMUM GUARANTEE

The maximum or NTE value of an ordering period is the total of all the CLINs in that ordering period. The maximum for any ordering period shall not be exceeded except as may be provided for by formal modification to the contract. Circumstances may change after award such that the Government may need to issue orders which

exceed the estimated quantity set forth for any particular CLIN during an ordering period, but will not exceed the maximum value for that ordering period. In this case, the Contractor may agree by signing the task order or starting performance.

Concurrently with the award of the basic contract, the Government intends to issue a task order to obligate the contract minimum guarantee for:

CLIN 0001 Base Period Recurring work;

Minimum guarantees do not apply to the option periods.

B.3 CONTRACT TERM

This contract contains provisions for one Base Period of twelve (12) months with seven (7) Option Periods (12 months each), not-to-exceed a total of ninety-six (96) months. The government has the option to extend the term of contract in accordance with Section I, Contract Clauses, NFAS Clause 5252.217-9301, Option To Extend the Term of the Contract – Services (Jun 1994).

B.4 NOTICE TO OFFERORS

Offerors are required to submit:

1). Section B, Offer Schedule contract line item numbers (CLINs) 0001 through 0016, and 2). Section J, Exhibit Line Items (ELINS) with their offer (section explains the submission of Exhibit A (Attachment J-0200000-12), a separate excel spreadsheet).

The total of the CLIN is equal to the sum of the ELINs as shown below:

CLIN 0001 (RW) \$.00	Base Year Recurring Work 06/20/2017-06/19/2018 ELINS A001 – A070
CLIN 0002 (NRW) \$.00	Base Year Non-Recurring Work 06/20/2017-06/19/2018 ELINS A700 – A718
CLIN 0003 (RW) \$.00	Option Year 1 Recurring Work 06/20/2018-06/19/2019 ELINS B001 – B070
CLIN 0004 (NRW) \$.00	Option Year 1 Non-Recurring Work 06/20/2018-06/19/2019 ELINS B700-B718
CLIN 0005 (RW) \$.00	Option Year 2 Recurring Work 06/20/2019-06/19/2020 ELINS C001 – C070
CLIN 0006 (NRW)\$.00	Option Year 2 Non-Recurring Work 06/20/2019-06/19/2020 ELINS C700 – C718
CLIN 0007 (RW) \$.00	Option Year 3 Recurring Work 06/20/2020-06/19/2021 ELINS D001 – D070
CLIN 0008 (NRW) \$.00	Option Year 3 Non-Recurring Work 06/20/2020- 06/19/2021 ELINS D700 – D718
CLIN 0009 (RW) \$.00	Option Year 4 Recurring Work 06/20/2021-06/19/2022 ELINS E001 – E0070
CLIN 0010 (NRW) \$.00	Option Year 4 Non-Recurring Work 06/20/2021- 06/19/2022 ELINS E700 – E718
CLIN 0011 (RW) \$.00	Option Year 5 Recurring Work 06/20/2022-06/19/2023 ELINS F001 – F070
CLIN 0012 (NRW) \$.00	Option Year 5 Non-Recurring Work 06/20/2022-06/19/2023 ELINS F700 – F718
CLIN 0013 (RW) \$.00	Option Year 6 Recurring Work 06/20/2023-06/19/2024 ELINS G001 – G070
CLIN 0014 (NRW) \$.00	Option Year 6 Non-Recurring Work 06/20/2023-06/19/2024 ELINS G700 – G718

CLIN 0015 (RW) \$.00 Option Year 7 Recurring Work 06/20/2024-06/19/2025
ELINS H001 – H070
CLIN 0016 (NRW) \$.00 Option Year 7 Non-Recurring Work 06/20/2024-06/19/2025
ELINS H700 – H718

TOTAL RECURRING:

TOTAL NON-RECURRING:

B.5 CONTRACT LINE ITEMS, CONTRACT EXHIBIT LINE ITEMS AND SUBCLINS

a. Offerors shall enter unit prices and amounts for Contract Line Items (CLINs) and Exhibit line items (ELINs) as indicated in the schedules and any accompanying exhibits. ELIN unit prices must be rounded to two (2) decimal places only. If an offeror does not round ELIN unit prices to two (2) decimal places then the Government will round the prices to two (2) decimal places and the rounded prices will be used for evaluation purposes. ELIN unit prices may not be less than \$0.01. If an offeror proposes a unit price less than \$0.01 the Government will round the unit price up to \$0.01 and the rounded up \$0.01 unit price and resultant recalculated extended total will be used for evaluation purposes. (It is highly recommended that Offerors use cell format “currency” in the electronic Microsoft Excel ELIN spreadsheet).

b. In the event there is a difference between the unit price and the extended total amount, the unit price will be held to be the intended offer and the total of the CLIN and ELIN will be recomputed to take into account the change in the contract ELINs. If the offeror provides a total amount for an ELIN, but fails to enter the unit price, the total amount divided by the ELIN quantity will be held to be the intended unit price. In the event there is a discrepancy between the Section J ELIN pricing and the Section B CLIN price, the Section J ELIN will be held to be the intended offer.

c. The Schedule of Recurring work (CLINs 0001, 0003, 0005, 0007, 0009, 0011, 0013 and 0015), and the Schedule of Non-Recurring work (CLIN 0002, 0004, 0006, 0008, 0010, 0012, 0014 and 0016), will be used as the basis for deductions in accordance with the NFAS Clause 5252.246-9303- Consequences Of Contractor’s Failure To Perform Required Services (Mar 2002), Section E.

d. Informational SubCLINs will be incorporated at the time of award with appropriate funding/lines of accounting by customer. These SubCLINS represent funding for each CLIN by customer. The contractor shall not submit totals for SubCLINs.

B.6 INDEFINITE QUANTITY INDIVIDUAL CONTRACT LINE ITEM QUANTITIES

Once the estimated quantities for individual line items shown in the Schedule and any accompanying exhibits have been ordered, additional quantities may be ordered as long as the overall not-to-exceed (NTE) amount of the contract per year is not exceeded and the Contractor agrees by signing the task order.

B.7 FULLY LOADED PRICING

Prices provided shall be fully loaded and no other allocations, fees, overheads, G&A, insurance, taxes, profits or any other markups shall be applied when an option is exercised or work is ordered for pre-priced work. Costs for technical specifications 0100000 and 0200000 shall be considered overhead; therefore, their costs shall be allocated and included throughout the prices quoted for all other technical specifications.

B.8 GOVERNMENT PURCHASE CARD

Non-Recurring work may be ordered at the prices offered by two ways:

- 1) By the issuing activity using a DD Form 1155 “Order for Supplies and Services”; or
- 2) By an authorized Government user via a Government Purchase Card (GPC).

When receiving GPC orders against Section B/Exhibits, the contractor shall provide the supplies and services at the offered price without additional markup or handling fee.

B.9 UNIT PRICE ADJUSTMENTS IN OPTION PERIODS

In the event the Government elects to exercise an option period, the contract price proposed and accepted at time of award will be the contract price. No price adjustments will be made.

B.10 BIDDING UNIT PRICES FOR LABOR & ALLOWANCE FOR MATERIAL MARKUP

a. A portion of the work included in the scope of this contract cannot be identified in advance in sufficient detail to be included in the Recurring Work Items portion or as a Unit Price Task in the Non-Recurring Work Items portion of the contract. Labor for this work will be ordered under the “NON-RECURRING WORK/UNIT PRICED LABOR (UPL) WORK (NEGOTIATED)” clause in Section C and paid for based on unit prices for labor bid by the Contractor listed in the Schedule of Non-Recurring work.

b. Estimated hours in the Schedule are a forecast of future requirements. These estimated hours are for performing "Non-Recurring Work" accomplished in the time period shown.

c. The Contractor shall enter, in the unit price bid space, the unit price for performing composite labor. The composite labor price shall include all direct and indirect costs associated with performing an hour of work. The composite labor price should be the Contractor's hourly craft wage adjusted to allow for the offerors work force productivity (i.e., the Contractor's estimate of how its' work force will perform in relation to the Means Facilities Cost Data and/or the Engineered Performance Standards). The Composite Labor Rate shall include all costs for preparation of the cost proposal, job preparation, travel, preexpended bin materials and supplies, ordering and stockpiling job material, additional material handling, items of equipment necessary to perform work (i.e. bucket truck, lifting equipment, staging, etc.), equipment set up time, lift time, craft delay allowance, profit, tools, equipment, field and home office overhead, clerical support, supervision, inspection, fees, taxes, licenses, bonds, permits, insurance, etc

d. Additional allowance for markup on materials and equipment used in conjunction with NONRECURRING WORK/UNIT PRICED LABOR (UPL) WORK: The Contractor shall enter, in the space provided at the end of each period of Performance's Non-Recurring Work ELIN Schedule, a composite markup percentage for material and equipment procured for negotiated tasks. This percentage should reflect the Contractor's estimate of any and all additional costs to obtain materials and equipment associated with ELINS A707-A714 thru. H707-H714 This percentage will be applied to material and equipment costs ordered under ELINS A707-A714 thru. H707-H714 NO ADDITIONAL MARKUPS OF ANY KIND WILL BE PERMITTED AFTER CONTRACT AWARD.

B.11 PHASE-IN AND PHASE-OUT

Pricing shall include applicable Phase-In of up to but no more than ninety (90) days and Phase-Out costs. There is no separately priced CLIN for Phase-In and Phase-Out and such costs can be distributed however the offeror chooses. The Government recognizes that offerors may choose to front load these costs into the base year.

B.12 CONTRACT PRICE INFORMATION

For administrative purposes of the U.S. Government, the price of this contract and all subsequent task orders and modifications issued under this contract will be expressed in U.S. dollars. Payment will also be made in U.S. dollars.

B.13 CONTRACTOR SUPPORT OF ELECTRONIC FACILITIES SUPPORT CONTRACTING (E-FSC)

This procurement allows for and the Government fully intends to use DoD E-Mall for issuing orders under the Non-Recurring Work portion of the contract. Refer to Section H, Special Contract Requirements.

B.14 PRIOR CONTRACT INFORMATION

The contract issued as a result of this solicitation will replace contract N62470-13-D-3008 for similar services awarded in 2013 to Kellogg, Brown and Root Services (KBR) located in Arlington, Virginia. The current year's total estimated price for the Recurring Work (firm fixed price) \$58,484,500 and Non-Recurring (indefinite delivery indefinite quantity) is \$2,200,000. This information is provided for informational purposed only. Prospective offers are cautioned that they should not rely on this information

to determine workload as there is no assurance that workload and volume of future effort and costs will replicate past experience.

Section C - Descriptions and Specifications

ANNEX 0100000

0100000 - General Information		
Spec Item	Title	Description
1	General Information	
1.1	Outline of Services	<p>Except where otherwise stated, the Contractor shall furnish all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and any other items necessary to provide the services outlined below and described in this Performance Work Statement (PWS) at Camp Lemonnier, Djibouti (CLDJ), Chebelley Air Field, Djibouti, Camp Simba, Manda Bay, Kenya, and at times in other locations within the continent of Africa, by means of an Indefinite Delivery Indefinite Quantity type, performance-based contract that is comprised of both Recurring Work and Non-Recurring Work Items.</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 0100000 General Information</p> <p>Annex 2 Management and Administration 0200000 Management and Administration</p> <p>Annex 3 Command and Staff (N/A)</p> <p>Annex 4 Public Safety 0401000 Force Protection 0402000 Fire and Emergency Services 0403000 Emergency Management</p> <p>Annex 5 Air Operations 0501050 Airfield Services 0501070 Passenger Terminal and Cargo Handling</p> <p>Annex 6 Port Operations (N/A)</p> <p>Annex 7 Ordnance 0700000 Ordnance</p> <p>Annex 8 Range Operations (N/A)</p> <p>Annex 9 Health Care Support (N/A)</p> <p>Annex 10 Supply 1001000 Material Management 1002000 Supply Services</p> <p>Annex 11 Personnel Support (N/A)</p> <p>Annex 12 Morale, Welfare and Recreation Support 1200000 MWR</p> <p>Annex 13 Galley 1300000 Galley</p> <p>Annex 14 Housing 1402000 Unaccompanied Housing</p> <p>Annex 15 Facilities Support</p>

		1501000 Facility Management 1502000 Facility Investment 1503010 Custodial 1503020 Pest Control 1503030 Integrated Solid Waste Management (ISWM) 1503050 Grounds Maintenance and Landscaping 1503060 Pavement Clearance Annex 16 Utilities 1601000 Utility Management 1602000 Electrical 1604000 Wastewater 1606000 Water Annex 17 Base Support Vehicles and Equipment (BSVE) 1700000 BSVE Annex 18 Environmental 1800000 Environmental
1.2	Project Location	The bulk of the work shall be performed at Camp Lemonnier with similar work requirements on a lesser scale performed at Chebelley Air Field and Camp Simba. At times support may be provided at various locations within the continent of Africa. The following is an example of the dispersion of work at the various locations. 0401000 Force Protection – Camp Lemonnier 0402000 Fire and Emergency Services – Camp Lemonnier, Chebelley Air Field 0501050 Airfield Services – Camp Lemonnier, Chebelley Air Field 0501070 Passenger Terminal and Cargo Handling – Camp Lemonnier 0700000 Ordnance – Camp Lemonnier 1002000 Supply Services – Camp Lemonnier 1200000 MWR – Camp Lemonnier 0300000 Galley – Camp Lemonnier, Chebelley Air Field, Camp Simba 1402000 Unaccompanied Housing – Camp Lemonnier, Camp Simba 1501000 Facility Management – Camp Lemonnier 1502000 Facility Investment – Camp Lemonnier, Chebelley Air Field, Camp Simba 1503010 Custodial – Camp Lemonnier, Chebelley Air Field, Camp Simba 1503020 Pest Control – Cap Lemonnier, Chebelley Air Field, Camp Simba 1503030 ISWM – Camp Lemonnier, Chebelley Air Field 1503050 Grounds Maintenance and Landscaping – Camp Lemonnier, Chebelley Air Field, Camp Simba 1503060 Pavement Clearance – Camp Lemonnier 1601000 Utility Management – Camp Lemonnier 1602000 Electrical – Camp Lemonnier, Chebelley Air Field, Camp Simba 1604000 Wastewater – Camp Lemonnier, Chebelley Air Field, Camp Simba 1606000 Water – Camp Lemonnier, Chebelley Air Field, Camp Simba 1700000 BSVE – Camp Lemonnier, Chebelley Air Field, Camp Simba 1800000 Environmental – Cap Lemonnier, Chebelley Air Field, Camp Simba
1.2.3	Estimated CLDJ Population	The average CLDJ population will be approximately 4100 personnel with potential surges of up to 1,800 additional personnel. The population at Camp Simba is approximately 325 personnel with potential surges up to 510 personnel.
1.3	Acquisition of Additional Work	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 of this contract. Additional services will be incorporated into the contract in accordance with the CHANGES clause, SECTION I or ordered under the indefinite delivery indefinite quantity provisions of the contract. Items of work not covered by this contract but within the general intent are considered in the scope of this contract.
1.3	Background	Camp Lemonnier provides, operates and sustains superior service in support of

	Information	combat readiness and security of ships, aircraft, detachments and personnel for regional and combatant command requirements; and enables operations in the Horn of Africa while fostering positive U.S.-African Nation relations. Camp Lemonnier is a U.S. Navy led installation operated by Commander, Navy Region Europe, Africa, Southwest Asia via U.S. Naval Forces Africa and Commander, Navy Installations Command.
1.4	Verification of Workload and Conditions	Throughout the PWS, the workload data is generally referred to as being located in Section J. Section J provides data such as 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.
1.5	Climate Patterns	Climate is entirely within the tropical zone. Average annual rainfall is 127 millimeters (5 inches). Average temperatures range from 90 to 120 degrees Fahrenheit during May through September and from 70 to 90 degrees Fahrenheit during October through April.
1.6	Related Information	<p>There are four types of Related Information that can be found in the Description and Related Information columns of the specification as follows:</p> <p>Informational Notes as used throughout this PWS provides additional information to offerors to be used in developing a thorough understanding of the work to be performed in this contract. Any block of text marked "Informational Notes" throughout Annexes 1 through 18 is subject to this disclaimer. Offerors may not rely upon the "Informational Notes" as material representations of the Government. Information provided in "Informational Notes" does not create a contractual requirement on either party to this contract.</p> <p>Clarifying Information describes client expectations in a more detailed manner than the Performance Objective and Performance standard alone.</p> <p>Constraining Information describes limitations to the work performed to meet the Performance Objective and Performance Standard.</p> <p>Requirement Information further describes client requirements associated with each Performance Objective.</p>
1.7	Navy Approach to Service Contracting	The Department of Navy (DoN) spends over \$1 billion in annual obligations to meet global requirements for facility operations and maintenance provided through Facility Support Contracts (FSC) and additional billions to provide other base operations support services (OBOS). The Head of the Contracting Activity (HCA) of the Naval Facilities Engineering Command (NAVFAC) has focused increased attention on re-engineering FSC contracts in response to customer and industry feedback, budget constraints, and the impact of a variety of contracting, program management and financial management regulations. The Navy also supports the following principles:
1.7.1	Partnering Philosophy	The first principle is that the Navy views its contractors as partners and not just abstract service providers. The Navy wants its contractors to succeed because partners' success drives the Navy's successful mission completion. Within the bounds of acquisition policy the Navy intends to work to find solutions that will be beneficial to both the Government and its partners.
1.7.2	Contractor's Knowledge	The second principle is that the Navy will receive insightful management from its contractors. This management will include the knowledge, skills, authority and willingness to use contractor resources to find better ways of serving Navy clients'

		strategic and operational goals and objectives. The Navy's use of performance-based objectives evidences this principle. Although performance work statements will typically contain several levels of performance assessment, the Navy wants its contractors to exercise maximum discretion within bounds of prudent risk management to adjust processes and resources needed to reach specified objectives at the highest performance level.
1.7.3	Industry Best Practices	The third principle is that the Navy will adopt industry best commercial practices and maintain state-of-the-art service delivery. It is the Navy's and contractor's responsibility as partners to reach this goal. To that end, the Navy's emphasis will be in evaluating performance objectives (end results).
1.8	Standard Template	<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. 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.</p>
1.9	Navy PBSA Approach	The Navy's approach to performance-based service acquisition (PBSA) includes four component parts which are 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.10	Technical Proposal Certification	The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.

SECTION C

C.1 PERFORMANCE WORK STATEMENT

All terms and conditions of the contract award, performance work statement, and all attachments are applicable. The proposal presented by the Offeror to whom the award is made will be incorporated, in whole or in part, into the contract at time of award. If the Contractor's proposal contains terms or conditions more favorable to the Government, these more favorable terms and conditions shall be performed. However, the minimum requirements of the performance work statement must be met. Listed below are the PWS annexes provided in Section C.

ANNEX / SPECIFICATION	TITLE
01 General Information	
0100000	General Information
02 Management and Administration	

0200000	Management and Administration
04 Public Safety	
0401000	Force Protection
0402000	Fire and Emergency Services
0403000	Emergency Management
05 Air Operations	
0501050	Airfield Facilities
0501070	Passenger Terminal and Cargo Handling
07 Ordnance	
0700000	Ordnance
10 Supply	
1000100	Material Management
1002000	Supply Services
12 Morale, Welfare and Recreation Support	
1200000	MWR
13 Galley	
1300000	Galley
14 Housing	
1402000	Unaccompanied Housing
15 Facilities Support	
1501000	Facility Management
1502000	Facility Investment
1503010	Custodial
1503020	Pest Control
1503030	Integrated Solid Waste Management (ISWM)
1503050	Grounds Maintenance and Landscaping
1503060	Pavement Clearance
16 Utilities	
1601000	Utility Management
1602000	Electrical
1604000	Wastewater
1606000	Water
17 Base Support Vehicles and Equipment (BSVE)	
1700000	BSVE
18 Environmental	
1800000	Environmental

ANNEX 0200000

C.2 REPORTING REQUIREMENTS

A detailed report allocating value of work/quantities performed by Contract Line Items (CLINs)/Sub-Line Items (SLINs) identified in the schedule and any accompanying Exhibits with Exhibit Line Items (ELINs) is to be submitted monthly, including all Recurring Work and Non-Recurring Work items completed. The Contracting Officer shall be notified when 75% of any Non-Recurring Work Line Item (CLIN/SLIN/ELIN) is reached.

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Spec Item	Title
2	Management and Administration
2.1	Definitions and Acronyms
2.2	General Information
2.2.1	Government Regular Working Hours
2.2.1.1	Observed Federal Holidays
2.2.1.2	Djiboutian Holidays
2.2.1.3	Kenyan Holidays
2.2.1.4	Restriction to Contractor Working Hours
2.2.2	Requirements Hierarchy
2.3	General Administrative Requirements
2.3.1	Required Conferences and Meetings
2.3.1.1	Performance Evaluation Meetings
2.3.2	Training for Maintenance and Operation of New and Replacement Systems and Equipment
2.3.3	Partnering
2.3.3.1	Formal Partnering
2.3.3.2	Contract Partnering Administration
2.3.3.3	Contract Partnering Session Attendees
2.3.4	Permits and Licenses
2.3.5	Insurance
2.3.5.1	Certificate of Insurance
2.3.5.2	Minimum Insurance Amounts
2.3.6	Protection of Government Property
2.3.7	Directives, Instructions, and References
2.3.8	Invoicing Procedures
2.3.9	Forms
2.4	Government-Furnished Property, Materials and Services
2.4.1	Government-Furnished Facilities (GFF)
2.4.2	Government-Furnished Utilities
2.4.3	Government-Furnished Materials (GFM)
2.4.4	Government-Furnished Equipment (GFE)
2.4.5	Government-Furnished Services (GFS)
2.4.5.1	Government-furnished Email and Internet Services
2.4.5.2	Government-Furnished Medical and Dental Services
2.4.5.3	Government-Furnished Navy Exchange Privileges and MWR Recreation Services
2.4.6	Government-Furnished Fuel
2.4.7	Camp Simba (Manda Bay) Berthing
2.5	Contractor-Furnished Items
2.6	Management
2.6.1	Work Reception
2.6.2	Work Control
2.6.3	Work Schedule
2.6.4	Deliverables
2.6.5	Service Interruptions
2.6.6	MAXIMO
2.6.6.1	System Access
2.6.6.2	System Training
2.6.7	Quality Management System (QMS)

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Spec Item	Title
2.6.7.1	Quality Management (QM) Plan
2.6.7.2	Quality Inspection and Surveillance
2.6.7.3	Quality Inspection and Surveillance Report
2.6.8	Property Management Plan
2.6.9	System and Equipment Replacement
2.7	Personnel Requirements
2.7.1	Hiring of HCNs
2.7.2	Key Personnel
2.7.2.1	Project Manager (PM)
2.7.2.2	Quality Manager
2.7.2.3	Site Safety and Health Officer (SSHO)
2.7.2.4	Environmental/Energy Manager
2.7.2.5	24/7 Available Personnel
2.7.3	Employee Requirements
2.7.3.1	Employee Certification and Training
2.7.3.2	Employee Appearance
2.7.3.3	Employee Conduct
2.7.3.4	Identification as Contractor Employee
2.7.3.5	Removal of Employees
2.7.3.6	Employee Screening
2.7.4	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)
2.7.5	Synchronized Pre-Deployment and Operational Tracker (SPOT)
2.8	Security Requirements
2.8.1	OPSEC and INFOSEC Training
2.8.2	Employee Listing
2.8.3	Vehicles
2.8.4	Passes and Badges
2.8.5	Access to Buildings
2.8.6	Access Arrangements
2.8.6.1	Escort Arrangement for Secured Areas
2.8.7	Security Clearances
2.8.8	Access to Sensitive Unclassified Information
2.8.9	Employee Status
2.9	Contractor Safety Program
2.9.1	Accident Prevention Plan (APP)
2.9.2	Activity Hazard Analysis (AHA)
2.9.3	Safety and Occupational Health (SOH) Risks and Compliance Plans
2.9.3.1	Alcohol and Drug Abuse Prevention Plan
2.9.3.2	Chemical Hazard Communication Program
2.9.3.3	Confined Space Program
2.9.3.4	Critical Lift Plan
2.9.3.5	Fall Prevention and Protection Plan
2.9.4	Crane Operations
2.9.4.1	Crane Inspections
2.9.4.2	Rigging Gear
2.9.4.3	Crane Operators
2.9.5	Accident and Damage Reporting
2.9.5.1	Accident Reporting and Notification Criteria
2.9.6	Fire Protection

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Spec Item	Title
2.9.7	Monthly On-Site Labor Report
2.9.8	Safety Inspections and Monitoring
2.9.9	Safety Certification
2.9.10	Safety Apparel on Jobsites
2.9.11	Emergency Medical Treatment
2.10	Environmental Management and Sustainability
2.10.1	Energy Management Program
2.10.1.1	Water Conservation Plan
2.10.1.2	Energy Efficient Products
2.10.2	Environmental Protection
2.10.2.1	ODS Requirements for Refrigerant Recycling
2.10.2.2	Non-Hazardous Waste Disposal
2.10.2.3	Hazardous Waste Disposal
2.10.2.4	Spill Prevention, Containment, and Clean-up
2.10.2.5	Hazardous Material Management
2.10.2.6	Protection of Endangered and Threatened Species (Flora and Fauna)
2.10.2.7	Noise Control
2.10.2.8	Salvage
2.10.2.9	Asbestos Containing Material (ACM)
2.10.3	Sustainable Procurement and Practices
2.10.3.1	Environmentally Preferable Products
2.10.3.2	Use of Recovered Materials
2.10.3.3	Use of Bio-based Products
2.11	Disaster Preparedness
2.12	Other General Administrative and Logistics Requirements
2.12.1	Food Facilities
2.12.2	Food Charges
2.12.3	Laundry
2.12.4	Off CLDJ Local Area Travel
2.12.5	Contractor Security
2.12.6	Contingency Plan
2.12.7	Liberty, Force Protection and Security Requirements
2.13	Technical Library
2.14	Warranty Management
2.15	Recurring Work Procedures
2.15.1	Service Orders
2.15.2	Notification to the Government for Work Above the Recurring Work Limitations
2.15.3	Recurring Work Exhibit Line Item Numbers (ELINs)
2.16	Non-recurring Work
2.16.1	Unit Priced Task (UPT) Work (Non-Negotiated)
2.16.1.1	Acceptance and Performance
2.16.1.2	Invoicing and Receiving Payment
2.16.2	Unit Priced Labor (UPL) Work (Negotiated)
2.16.2.1	Non-recurring Preparation of Proposals
2.16.2.1.1	Labor Requirements
2.16.2.1.2	Material and Equipment Requirements
2.16.2.2	Issuance of Final Task Order
2.16.3	Non-recurring ELINS
2.17	Demobilization

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Spec Item	Title
2.17.1	Demobilization Plan
2.18	Inventory Data Quantity Variation

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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 at Camp Lemmonnier and Chebelley Air Field are from 0800-1700 Monday through Friday and from 1200 to 1700 on Saturday, except observed Federal holidays.</p> <p>The Government's regular working hours at Camp Simba, Manda Bay, are from 0800-1700 Monday through Friday and from 0800 to 1200 on Saturday.</p> <p>Exceptions to the regular hours of operation are detailed in subsequent sections of this PWS. Work in certain annexes or sub-annexes require Contractor continuous operations, 24 hours a day, every day of the year including holidays. The performance of other work requirements shall be accomplished within the Government's regular working hours unless the specific work requirement specified herein necessitates otherwise. Any other work outside Government regular working hours requires prior KO approval.</p>
2.2.1.1	Observed Federal Holidays	<p>The Government observes the following holidays: New Year's Day, Thanksgiving Day, and Christmas Day, and observes the remaining seven Federal holidays; Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, and Veterans' Day as permitted by operational schedules and Task Force Commander/CLDJ directives.</p> <p>The Government recognizes the above holidays but does not observe them at Camp Simba, Manda Bay.</p>
2.2.1.2	Djiboutian Holidays	New Year's Day, Labor Day, Lailat al Miraj (Night of Ascension), Djiboutian Independence Day, Eid al-Fitr (End of Ramadan), Eid al-Adha (Feast of Sacrifice), El am Hejir (Islamic New Year), Milad un Nabi (Birth of the Prophet Muhammad), Christmas Day.
2.2.1.3	Kenyan Holidays	New Year's Day, good Friday, Easter Monday, Labor Day, Madaraka Day, Eid Al Fitr, Geast of the Sacrifice, Mashujaa Day, Jamhuri Day, Christmas Day, Boxing Day
2.2.1.4	Restriction to Contractor Working Hours	Except as otherwise specified, all work shall be performed during Government regular working hours. If the Contractor wishes to work outside of the Government's regular working hours for the Contractor's convenience, the Contractor shall submit a written Request to Work Outside Government's Regular Working Hours per Section F.
2.2.2	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	

0200000 - Management and Administration		
Spec Item	Title	Description
2.3.1	Required Conferences and Meetings	The Contractor may be required to attend administrative and coordination meetings.
2.3.1.1	Performance Evaluation Meetings	The Contractor shall meet with the Government's representative at least weekly throughout the life of the contract. A mutual effort will be made to resolve all problems identified at the lowest level. A monthly performance review meeting will be held and attended by both Government and Contractor representatives. The Contractor shall record in writing minutes of, and reference documents used at, these meetings which shall be mutually reviewed and accepted by the Government and Contractor during the following meeting. Should the Contractor not concur with the monthly performance evaluation, the Contractor shall notify the KO in writing of any areas of disagreement within five working days of the review.
2.3.2	Training for Maintenance and Operation of New and Replacement Systems and Equipment	When construction, renovation, or repair work is performed by means other than this contract, the Contractor shall attend Government provided training, as applicable, for maintenance and operation of new and replacement systems and equipment at no additional cost to the Government.
2.3.3	Partnering	<p>To increase the likelihood of successful performance of this contract, the Government requires cohesive partnerships with its Contractors and subcontractors. Key stakeholders, including the supported commands who will receive services, principal individuals from NAVFAC EURAFSWA, 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	Formal Partnering	The initial session should be scheduled concurrent with the Pre-Performance Conference and held no later than 30 days after award. The initial Partnering Meeting will be at least one day in duration and held at a neutral location off the installation that is acceptable to the Contractor and to the Government. Follow-on sessions should be scheduled every three to six months and typically last a full day. The frequency, duration, and locations of follow-on sessions should be agreed to by both parties during the initial Partnering Meeting. The Contractor shall pay all costs associated with the partnering effort including facilitator, meeting room, and other incidental items. Before the partnering session, the Contractor shall coordinate with the facilitator the requirements for incidental items (audio-visual equipment, computer(s), two easels, flipchart paper, colored markers, note paper, pens/pencils, colored flash cards, etc.) and have these items available at the partnering session. The Contractor will provide copies of any documents used for the Partnering Meeting for distribution to all attendees. The facilitator must be acceptable to both the Contractor

0200000 - Management and Administration		
Spec Item	Title	Description
		and the Government. The participants shall pay their own costs for meals, lodging, and transportation associated with partnering.
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. Commence discussions with the Contractor to select a facilitator and location that are acceptable to both partners. 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> <p>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.</p>
2.3.3.3	Contract Partnering Session Attendees	<p>The Contractor shall bring the necessary personnel to successfully partner on this contract. Asterisk indicates mandatory personnel.</p> <p>President/Vice President</p> <ul style="list-style-type: none"> * Contract/Project Manager * Supervisor/Superintendent * Quality Assurance Manager * Site Safety and Health Officer * Business/Operations Manager
2.3.4	Permits and Licenses	The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, CLDJ, and Host Nation and regulations. The Contractor shall submit copies of Permits and Licenses per Section F.
2.3.5	Insurance	The Contractor shall submit a Certificate of Insurance per Section F as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below in accordance with the FAR Clause 52.228-5, INSURANCE – WORK ON A GOVERNMENT INSTALLATION. This insurance must be maintained during the performance period.
2.3.5.1	Certificate of Insurance	The Certificate of Insurance shall provide for at least 30 calendar days written notice to the KO by the insurance company prior to cancellation or material change in policy coverage. Other requirements and information are contained in the aforementioned insurance clause.
2.3.5.2	Minimum Insurance Amounts	<p>The Contractor shall procure and maintain, during the entire period of performance under this contract, the following minimum insurance coverage:</p> <ol style="list-style-type: none"> 1. Comprehensive General Liability: \$500,000 per occurrence 2. Automobile Liability: \$200,000 per person, \$500,000 per occurrence, \$20,000 per occurrence for property damage 3. Workmen's Compensation: As required by Federal and state worker's compensation and occupational disease statutes

0200000 - Management and Administration		
Spec Item	Title	Description
		<p>4. Employer's Liability coverage: \$100,000, except in states where worker's compensation may not be written by private carriers</p> <p>5. Other as required</p>
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. This includes restoration of damage to facilities and equipment that are the direct result of the Contractor's failure to perform the performance objectives as specified in this contract.
2.3.7	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-02. The Contractor shall comply with the most current version of directives, instructions, and references including versions published during the term of the contract.
2.3.8	Invoicing Procedures	Refer to Section G for invoicing instructions. Refer to Invoice Form in J-0200000-03 for sample.
2.3.9	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	<p>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.</p> <p>A list of Government Furnished Property, Materials, and Services is provided in J-0200000-05.</p> <p>The Contractor and the Contracting Officer shall conduct a joint inventory before commencing work under this contract to determine the exact numbers and serviceability of Government furnished property. The Contractor shall then certify the findings of this inventory, assume accounting responsibility, and subsequently report inventory discrepancies to the Contracting Officer. Government furnished equipment shall not be removed from the installation unless approved by the Contracting Officer in writing.</p>
2.4.1	Government-Furnished Facilities (GFF)	<p>The Government will make available land within the Camp Lemonnier installation for the Contractor to use for a Contractor camp compound.</p> <p>The current facilities located on the current Contractor camp compound are owned by the incumbent Contractor, and under the stipulations of the current contract the incumbent Contractor must demobilize the facilities from the installation or negotiate a transfer to the follow-on Contractor upon the termination of the contract.</p> <p>The existing Contractor camp compound consists of a berthing area of approximately 6 acres containing and an operations area of approximately 9.5 acres. The berthing area consists of the following facilities:</p> <p>... 117 Dry Container Living Units (CLU) - 3 person</p>

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Spec Item	Title	Description
		<p>... 124 Wet CLU's - 2 person</p> <p>... 9 Ablution Units</p> <p>... 8 Multi-purpose Units</p> <p>The operations areas consists of the following facilities:</p> <p>... Management Offices (7,208 SF)</p> <p>... Shop Offices (8,050 SF)</p> <p>... Trades Facility (3,866 SF)</p> <p>... Technical Library (933SF)</p> <p>... Supply Building (15,373 SF)</p> <p>... Materials Warehouse (6,981 SF)</p>
2.4.2	Government-Furnished Utilities	<p>The Government will furnish water and electricity at existing outlets required for the work to be performed under the contract at no cost to the Contractor. Information concerning the location of existing outlets may be secured from the KO. The Contractor shall provide and maintain, at its expense, the necessary service lines from the existing Government outlets to the work site. The Contractor shall provide and maintain backflow prevention devices on connections to domestic water lines and electrical transformer provisions on connections to electric lines. The Contractor shall meet all Federal, local, and installation codes and regulations for backflow prevention devices and electrical transformer provisions. Services required by the Contractor, for which there are no available Government outlets, shall be provided by the Contractor at no cost to the Government.</p> <p>The Government will provide electrical, potable water, and wastewater utilities to the Contractor camp compound located in the designated area on Camp Lemonnier.</p>
2.4.3	Government-Furnished Materials (GFM)	There will be no Government Furnished Material.
2.4.4	Government-Furnished Equipment (GFE)	<p>The Government will provide the Contractor the use of GFE listed in J-0200000-05. The listing of GFE shall not be construed as being sufficient or adequate to meet the requirements of this contract. Upon completion or termination of the contract, all GFE shall be returned to the Government in the same condition as received, except for normal wear and tear.</p> <p>All GFE shall be managed in accordance with the guidelines set forth in the Government-Furnished Property clauses of this contract and maintained in accordance with the appropriate technical specifications of this contract. The Contractor shall ensure GFE inventory is updated monthly in MAXIMO no later than ten working days following the end of the month. The listing shall include as minimum:</p> <ol style="list-style-type: none"> 1. GFE type 2. Property number 3. Property nomenclature, serial number, and model number 4. Quantity and unit price 5. Purchase order number and date
2.4.5	Government-Furnished Services (GFS)	The Government will provide services as described below.
2.4.5.1	Government- Furnished	The Government will provide email and internet services for the

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Spec Item	Title	Description
	Email and Internet Services	Contractor's use in the performance of this contract only. A separate ISP will provide personal email services for all CLDJ berthing facilities.
2.4.5.2	Government- Furnished Medical Services	<p>The Government will provide emergency medical services only as required.</p> <p>The Contractor shall screen prospective employees with the objective to exclude those with admitted chronic disorders from traveling to Djibouti. The Contractor should advise prospective employees of the limited medical services available at CLDJ and explain the Contractor's policy concerning the extent of liability and coverage for required treatment. Every reasonable attempt shall be made to prevent personnel with chronic disorders, which may require treatment, such as pregnancy, cardiovascular problems, diabetes, tuberculosis, mental health problems, alcoholism, and other medical disorders that would prevent the individual working effectively in the environment at CLDJ. The CLDJ CO will have the discretion to direct the return of any Contractor personnel who require repeated medical treatments. The Contractor shall provide first aid for minor and emergency treatment at worksites and berthing areas.</p>
2.4.5.3	Government- Furnished Navy Exchange Privileges and MWR Recreation Services	The Government will make available Navy Exchange privileges and MWR recreation facilities to authorized Contractor personnel in accordance with CLDJ regulations. These privileges may be revoked individually or as a group.
2.4.6	Government Furnished Fuel	The Government will provide all fuel required for contract operations.
2.4.7	Camp Simba (Manda Bay) Berthing	Berthing facilities will be provided by the Government for Contractor employees (FN and US Citizens) at Camp Simba (Manda Bay). Due to the nature of the operation and mission at this location, sub-contracted Host Country Nationals are not eligible for direct hire employment that requires them to live on the site.
2.5	Contractor-Furnished Items	<p>Except for items identified as Government Furnished, the Contractor shall provide all equipment, materials, parts, spares, critical spares, supplies, components, and facilities to perform the requirements of this contract. The KO may inspect Contractor-furnished items for adequacy and compliance with contract requirements. Inadequate or unsafe items shall be removed and replaced by the Contractor at no cost to the Government. Materials containing asbestos, lead, and polychlorinated biphenyls (PCBs) shall not be brought onsite. Energy efficient tools and equipment shall be used when available. The KO may at any time require Samples, Material Safety Data Sheets (MSDS) or Manufacturer's Data Cut Sheets of Materials used in this contract.</p> <p>The Contractor shall maintain sufficient material and equipment on hand to support all work requirements. Lack of availability of material or equipment will not relieve the Contractor from the requirement to complete all work within the time limits specified.</p>
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.

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Spec Item	Title	Description
2.6.1	Work Reception	<p>The Contractor shall provide the capability to receive, prioritize, correspond, and respond to service orders and task orders 24 hours per day, seven days per week. The Contractor shall have the capability to receive simultaneous requests for services via local phone, facsimile, email, or in person from Government designated Facility Management Representatives (FMR) for CLDJ facilities and from residents for personal living spaces. Work reception locations and contact information shall be published or otherwise made available to all customers receiving services.</p> <p>Work reception personnel shall be fluent in the English language and trained to extract necessary information from the requester in order to produce an accurate description of the work.</p>
2.6.2	Work Control	<p>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. An electronic status update of any item of work must be provided within two hours of the inquiry during regular working hours, and by 0900 the following work day for inquiries after regular working hours.</p>
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>
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> <p>The Contractor shall establish and maintain a secure website for posting an electronic copy of all deliverables listed in Section F. The Contractor shall allow only authorized Government and Contractor personnel to access the website. Government personnel access shall be limited to viewing and downloading of deliverables, but restricted from posting to the website. The Contractor shall notify the Government by email whenever there are new or updated deliverables posted to the website. Each deliverable posting on the website and each email notification shall include the title of the deliverable, the spec item requiring the deliverable, and the date and time the deliverable was posted. All deliverables shall be available to authorized Government personnel 24 hours/day and 365 days/year for the duration of the contract.</p>
2.6.4.1	Contingency Plans	<p>The Contractor shall submit contingency plans for Government approval for each annex per Section F. Each contingency plan shall at a minimum address how the Contractor will maintain services in the event of :</p>

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Spec Item	Title	Description
		<ul style="list-style-type: none"> ... System failures (hardware/software) ... Equipment failures ... Staffing interruptions/shortages ... Installation lockdown (FPCON) ... Social strife ... Inventory lead times (spares, critical spares, materials) ... Travel ... Logistics ... Natural disasters ... Sabotage ... Overall risk
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 in accordance with local procedures. 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	Government's Computerized Maintenance Management Systems (CMMS)	<p>The Government uses NAVFAC MAXIMO for work order and asset management. The Contractor shall provide all required data for NAVFAC MAXIMO as identified below:</p> <p>Required data fields for Service Provider Information indicated in J-0200000-06, Asset information indicated in J-0200000-07, Asset Specification information indicated in J-0200000-08 and Characteristic Meter information indicated in J-0200000-09 shall be provided for all work performed in 1502000 Facility Investment, 1602000 Electrical, 1604000 Wastewater, 1606000 Water, and 1700000 BSVE. Further instructional information detailing the process for submitting the specified information for NAVFAC MAXIMO Data Reporting is provided in J-1501000-02 and J-1601000-02.</p> <p>The Service Provider, Asset, Characteristic Meter Reading and AssetSpec Interfaces are used for multiple processes (for loading data into MAXIMO) by the Government and the format may be updated annually. Service Provider interface provides work order information, the Asset interface provides common asset information, AssetSpec interface provides asset specific information and the Characteristic Meter Reading interface provides asset condition information.</p> <p>As part of the update the Contractor may be asked to modify the file to add/move columns in their submission. The Contractor also shall provide up to 10 extra data elements or columns with as many as 150 characters per element for the Government to define during contract performance at no additional cost to the Government. The Government will provide the Contractor 60 calendar days notice of modifications to the Service Provider, Asset, Characteristic Meter Reading or Assetspec Interfaces file format.</p> <p>The Contractor shall manually enter required work order, asset, condition meter and specification data directly into NAVFAC MAXIMO. The Contractor shall ensure all information is updated by the end of each workday for all work performed.</p>

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Spec Item	Title	Description
		Note: The Government's MAXIMO is not available for the Contractor's use as a work management system.
2.6.6.1	System Access	<p>MAXIMO System Access Procedures are provided in J-0200000-10.</p> <p>The Contractor shall submit a complete list of personnel requiring access to the MAXIMO system per Section F. The Contractor shall provide information on each employee as required by Government information technology personnel.</p> <p>The Contractor shall be responsible for all costs associated with obtaining and maintaining a CAC or alternate token card.</p> <p>Each person requesting an account will need a PKI cert in order to access the website. IA training is required to access government sites.</p>
2.6.6.2	System Training	<p>The Government will provide one, three-day training session on the systems identified above. In addition, the Government will provide technical assistance to the Contractor's functional systems manager for five working days prior to full performance start date.</p> <p>Periodically, the Government will provide no-cost training on new systems and system enhancements to a limited number of Contractor personnel who are expected to provide training to remaining Contractor personnel. The Contractor shall send employees to Government-directed training on forthcoming systems either on-site or at a location specified by the Government. All costs of attendance at either on-site or off-site training, including, but not limited to, wages, travel, and per diem shall be borne by the Contractor. Historically, there has been a requirement for approximately five man-days of such off-site training per year.</p>
2.6.7	Quality Management System (QMS)	<p>The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address:</p> <ul style="list-style-type: none"> ... Accurate documentation of work processes, procedures, and output measures. ... A systematic procedure for assessing compliance with performance objectives and standards. ... Accurate documentation of quality inspections and surveillance conducted throughout the execution of work. ... Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.
2.6.7.1	Quality Management (QM) Plan	<p>The Contractor shall develop and submit a QM Plan per Section F. The QM Plan shall describe the QMS methodology and approaches used under this contract. If any changes are made during the period of performance, submit to the KO a revised QM Plan for acceptance.</p> <p>The Contractor's QM Plan shall include, at a minimum, the following:</p> <ul style="list-style-type: none"> • Policy and objectives of Quality Management System (QMS) • Quality organization <ul style="list-style-type: none"> ○ List of personnel ○ Responsibilities & lines of authority

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Spec Item	Title	Description
		<ul style="list-style-type: none"> ○ Training and qualifications • Approach to assuring quality of services provided and conformance with performance objectives and standards • Methods and procedures for effective planning, operation and control of processes and performance of work • Procedures for inspection and surveillance of services <ul style="list-style-type: none"> ○ Scheduling and performance of inspection and surveillance ○ Measurement, data collection and analysis ○ Corrective action, preventive action, and continuous improvement ○ Oversight of subcontracted work • Documentation and records management • Communication with government (customers)
2.6.7.2	Quality Inspection and Surveillance	The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-4, INSPECTION OF SERVICES – FIXED PRICE, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government’s regular working hours. The file shall be turned over to the KO within five calendar days of termination of the contract.
2.6.7.3	Quality Inspection and Surveillance Report	The Contractor shall submit a copy of the Contractor Quality Inspection and Surveillance Report per Section F. The Contractor Quality Inspection and Surveillance Report shall include a summary and results of the quality inspection and surveillance events performed and assessment-driven corrective actions and process adjustments during the previous month>>. The Government may adjust the frequency of the submittal based on the Contractor’s quality of performance.
2.6.8	Property Management Plan	The Contractor shall establish and maintain a plan that meets the contract clause requirements of Specification Item 2.4, Government-Furnished Property, Materials and Services, of this Annex. This plan shall identify the Contractor’s policies, procedures, and practices in receiving and performing physical inventories, repairing and maintaining, preserving and protecting, and reporting the disposition of accepted government property in its possession. The Property Management Plan shall be submitted per Section F.
2.6.9	System and Equipment Replacement	The Contractor shall maintain the integrity and performance of existing energy saving, water conservation or other sustainability design features of systems and equipment in the performance of repair and replacement work. Except where otherwise specified, replacement components shall be of the same model/style or equivalent as the component being replaced. Substitutes for replacement components must be accepted by the KO prior to use. The KO will furnish available information for the existing systems and equipment.
2.7	Personnel Requirements	The Contractor shall comply with the personnel requirements stated below.
2.7.1	Hiring of HCNs	The Contractor shall comply with the USAFRICOM Statement of Requirement to employ a minimum of 1037 Djiboutian nationals under this contract. Attachment J-0200000-11 provides historical information on rates required to be paid for these personnel under this prior contract.

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Spec Item	Title	Description
		<p>The rates starting on Page 21 of Attachment J-0200000-11 are the most current. This information is provided for reference and informational purposes only. The Contractor will be required to utilize a Djiboutian Government approved labor broker to negotiate actual rates applicable under the contract. The Contractor is encouraged to provide job training programs geared to expanding the expertise of the HCN workforce and providing upward mobility job opportunities with a goal of integrating them into mid-level or higher positions currently held by TCNs.</p>
2.7.2	Key Personnel	<p>The Contractor shall submit a List of Key Personnel and Qualifications per Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications.</p> <p>The Contractor shall submit an Organizational Chart per Section F showing lines of authority of the key personnel and on-site supervisor(s) for this contract. The chart shall include names of personnel and their position title in this contract. As a minimum, include the PM, Quality Manager, SSHO, and on-site supervisor(s) and who they will report directly to for this contract. The key personnel shall be revised as applicable for the contract.</p> <p>Key personnel shall speak, read, and comprehend English to the extent that they can read and understand printed regulations, detailed written orders, operating procedures, training instructions, and materials and carry on work related conversations.</p>
2.7.2.1	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 30 minutes after the Government's regular working hours.</p> <p>The PM shall have at least five years of experience in managing a workforce providing services on contracts of similar size, scope and complexity.</p> <p>The PM and designated alternate must possess a Secret clearance.</p>
2.7.2.2	Quality Manager	<p>The Contractor shall provide a Quality Manager or designated alternate shall be on-site within during the Government's regular working hours and shall be available on-site within two hours after after the Government's regular working hours. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager.</p> <p>The Quality Manager shall have fulfilled the following pre-requisite training and experiences before being hired as the Quality Manager under this contract:</p> <p>The Quality Manager shall have at least five years of experience in preparing and enforcing QMS programs on contracts of similar size, scope and complexity. The Quality Manager shall not be the same person as the SSHO.</p>
2.7.2.3	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</p>

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Spec Item	Title	Description
		<p>Competent Person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO or an equally-qualified Designated Representative/alternate shall be on-site at all times when work is being performed to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO's training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17, entitled SITE SAFETY AND HEALTH OFFICER (SSHO), and all associated sub-paragraphs.</p> <p>A Competent Person shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the Contracting Officer for acceptance in consultation with the Safety Office.</p> <p>The Contractor shall provide a SSHO whose primary duty and responsibility is to prepare and enforce the Contractor's safety program on this contract. The SSHO shall have fulfilled the following pre-requisite training and experiences before being hired as the SSHO under this contract:</p> <p>The SSHO shall have completed five years of satisfactory experience in preparing and enforcing safety programs on contracts of similar size and complexity in the past or three years experience if he possesses a Certified Safety Professional (CSP) or safety and health degree. The SSHO shall have completed the OSHA 30-hour construction safety class or equivalent and maintain competency through 24 hours of formal safety and health related coursework every four years. The SSHO shall not be the same person as the project manager.</p>
2.7.2.4	Environmental/Energy Manager	<p>The Contractor shall provide an Environmental/Energy Manager whose primary duty and responsibility is to ensure Contractor operations adhere to the goals and policies of the Environmental Management System, the Installation Energy Plan, and other specified Sustainability requirements affecting this contract. The Environmental/Energy Manager shall develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities to establish where improvements can be made and ensure compliance with environmental legislation and energy policy.</p> <p>The Environmental/Energy Manager shall have a minimum two years experience with environmental procedures similar to those of this contract; familiarity with Environmental Management Systems (EMSs); and knowledge of environmental regulations and federal energy laws and policy (including energy and water reduction requirements and renewable energy requirements) that are applicable to operations similar to those of this contract.</p>
2.7.2.5	24/7 Availability Personnel	<p>Particular annexes may specify personnel requirements that involve 24/7 availability. The Contractor shall ensure that personnel assigned to these positions are available at all times while on the installation and have designated alternates with proper training and</p>

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Spec Item	Title	Description
		certifications available within specified response times when they are off-site.
2.7.3	Employee Requirements	The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can perform the contract requirements and comply with installation emergency procedures.
2.7.3.1	Employee Certification and Training	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods. Records shall be made available for Government review within 4 hours of request.
2.7.3.2	Employee Appearance	The Contractor shall ensure that all employees present a professional appearance that is appropriate for their position. The KO reserves the right to determine the acceptability of any clothing worn. All Contractor/subcontractor employees working under this contract shall be identified by a distinctive nameplate, emblem, or patch attached in a prominent place on an outer garment. Employee identification shall not be substituted for station required passes or badges.
2.7.3.3	Employee Conduct	Contractor employees shall conduct themselves in a proper, efficient, courteous and businesslike manner.
2.7.3.4	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.
2.7.3.5	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.
2.7.3.6	Employee Screening	All U.S. and TCN employees shall hold a current passport and host country Visa, as required.
2.7.4	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	The Contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: https://doncmra.nmci.navy.mil . Per Section F, reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at https://doncmra.nmci.navy.mil .
2.7.5	Synchronized Pre-Deployment and Operational Tracker (SPOT)	The Contractor shall comply with the latest SPOT business rules for Contractor personnel performing in the USAFRICOM Area of Responsibility for all deployed personnel and equipment used in the performance of this contract. SPOT business rules can be found at: http://www.acq.osd.mil/log/PS/spot.html .
2.8	Security Requirements	The Contractor shall comply with all CLDJ security regulations and

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Spec Item	Title	Description
		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	OPSEC and INFOSEC Training	Contractor personnel must receive operations security and information security awareness training. The CNIC annual OPSEC refresher training and CNIC annual INFOSEC training will satisfy these requirements and are available through the CNIC Security Office.
2.8.2	Employee Listing	The Contractor shall maintain a current Employee List and submit per Section F. The list shall include employee's name, nationality, identification number, occupation, supervisor, status and level of security clearance.
2.8.3	Vehicles	The company name shall be displayed on each of the Contractor's vehicles in a manner and size that is clearly visible. Vehicles shall meet all safety standards and shall carry proof of insurance and state registration, if applicable.
2.8.4	Passes and Badges	All Contractor employees shall obtain the required employee passes. Each employee shall wear the Government issued badge over the outer clothing in clear view. When an employee leaves the Contractor's service, the employee's Passes and Badges shall be returned the same day as separation.
2.8.5	Access to Buildings	The Contractor shall monitor and control access into restricted areas under their responsibility, allowing only those individuals who have been properly cleared into restricted areas or other controlled access areas. The Contractor shall comply with security requirements, plus those imposed by the installation Commander at all times. Personnel with access to special areas will have the appropriate screening and/or security clearance, and personnel requiring routine access to restricted areas will wear special badges authorizing access for those areas. Contractor personnel shall not enter restricted or controlled areas or installation facilities unless specifically authorized in performance of their duties. The Contractor shall secure all buildings and facilities entered during non-duty hours and will secure all building and facilities under the Contractor's cognizance at the end of each work day or shift period.
2.8.6	Access Arrangements	The Contractor shall make all arrangements through the appropriate office necessary to obtain access to buildings, facilities and other work areas, and when necessary, arrange for them to be opened and closed by the controlling authority. The Contractor shall use due diligence and be responsible for compromised security systems to include replacement costs that result from its action or inaction.
2.8.6.1	Escort Arrangement for Secured Areas	<p>The Contractor shall make arrangements for Government escort into secured areas requiring escort. The KO will provide information on applicable buildings, spaces and the appropriate point of contact.</p> <p>The Contractor may experience delays while waiting for escorts. The Government estimates the wait period can be up to 15 minutes. The Contractor shall notify the Government Performance Assessment Representative (PAR) and appropriate point of contract if an escort is not available after 15 minutes and access to accomplish the work is denied. Unscheduled requirements, e.g., service orders, may require a longer wait for an escort.</p>
2.8.7	Security Clearances	The Contractor shall obtain all required corporate and personnel Security

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		<p>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.</p> <p>Required personnel clearances are addressed in individual annex specifications. For example, specific security clearances required for 0501050 Airfield Facilities Air Operations Manager, CDDAR Manager, and Senior Supervisor are discussed in Spec Item 2.2 of that annex.</p>
2.8.8	Access to Sensitive Unclassified Information	<p>The Contractor personnel whose work involves access to sensitive unclassified information shall undergo a National Agency Check Investigation (NACI) to verify their suitability. If the Contractor personnel currently have a favorably adjudicated NACI the Contractor shall notify the Government Command Security Manager who will validate this in the Joint Personnel Adjudication System (JPAS).</p> <p>The Contractor shall request from the Government for access to the E-QIP Direct program for the Contractor employees to complete the SF-85 form on line for an NACI. The Security Manager will determine suitability. Upon a favorable NACI, the Contractor personnel shall provide the completed Personnel Security Investigation (PSI) to the Security Manager along with the original signed release statements, applicant fingerprint card (FD87), and an OF-306 Declaration for Federal Employment per Section F. The Contractor shall be responsible for providing the fingerprint card.</p> <p>The request shall be renewed annually or for the duration of the contract if less than one year.</p>
2.8.9	Employee Status	<p>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.</p>
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 SSO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site.</p> <p>The APP shall follow the format and include all elements addressed in Appendix A of EM 385-1-1. The APP shall incorporate Activity Hazard Analyses (AHAs) and compliance plans addressing all applicable Safety and Occupational Health (SOH) risks that are relevant to the site specific hazards and controls for each activity and type of work that may be</p>

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		<p>encountered in the performance of this contract.</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 discretion of the Contracting Officer, until the matter has been rectified.</p>
2.9.2	Activity Hazard Analysis (AHA)	<p>The Contractor shall prepare Activity Hazard Analyses (AHAs) for all applicable common recurring work activities performed under this contract. AHAs for recurring work shall be submitted with the APP and shall be updated as work activities or conditions change and additional AHAs prepared as new work activities are required. AHAs for non-recurring and one-time (e.g., non-recurring work task orders) work occurrences shall be submitted at least two working days prior to start of work. 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 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. ... For construction (including renovation or alteration) task orders placed on the non-recurring work portion of contract, the Contractor shall submit a separate AHA for each task order with the associated proposal. <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	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

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	Compliance Plans	<p>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	Confined Space Program	The Contractor shall develop an activity/site-specific confined space program to include elements addressed in paragraph 34.A of EM 385-1-1 and comply with relevant requirements in 29 CFR 1910, 29 CFR 1915, and 29 CFR 1926, OSHA Directive CPL 2.100 and any other Federal, state and local regulatory standards.
2.9.3.4	Critical Lift Plan	<p>The Contractor shall develop a critical lift plan to explain how it will conduct lifts for any of the following conditions:</p> <ol style="list-style-type: none"> 1) Lifts over 75 percent of the capacity of the crane or hoist (or lifts over 50 percent of the capacity of a barge mounted mobile crane's hoists) at any radius of lift; 2) Lifts involving more than one crane , hoist, or LHE 3) Lifts of personnel; 4) Lifts involving non-routine rigging or operation, sensitive equipment, or unusual safety risks 5) Lifts involving hazardous materials (e.g., explosives, highly volatile substances); 6) Lifts where the center of gravity could change; 7) Lifts without the use of outriggers using rubber tire load charts; 8) Lifts using more than one hoist on the same crane, hoist, or LHE; 9) Lifts involving Multiple Lift Rigging (MLR) Assemblies or other non-routine or technically difficult rigging arrangements; 10) Lifts involving submerged loads. Exception: lifts that were engineered to travel in guided slots throughout the lift and have fixed rigging and/or lifting beams, i.e., intake gates, tailgates/logs); 11) Lifts out of the operator's view. (Exception: if hand signals used by a signal person in view of the operator or radio communications are available and in use, load does not exceed two tons AND is determined a routine lift by the lift super.) <p>The critical lift plan shall include elements addressed in paragraph 16.H of EM 385-1-1, paragraph 1.7.2 of NAVFAC P-307, and comply with requirements in ASME B30.22, ASME B30.3; ASME B30.5, and ASME B30.8.</p>

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		The Contractor shall complete and maintain a copy of the Crane Operating Checklist For Critical Lifts, provided within the Forms in J-0200000-04, for each lift.
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 24 hours 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

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		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.
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	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).
2.9.5	Accident and Damage Reporting	<p>The Contractor shall notify the Contracting Officer as soon as practical, but no more than four hours after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than \$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</p>

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		<p>the Forms in J-0200000-04.</p> <p>For any weight handling equipment accident (including rigging gear accidents) the Contractor shall conduct an accident investigation to establish the root cause(s) of the accident and comply with additional requirements and procedures for accidents in accordance with NAVFAC P-307, Section 12. The Contractor shall submit a WHE Accident Report (Crane and Rigging Gear) per Section F. No crane operations are allowed to proceed until cause is determined and corrective actions have been implemented to the satisfaction of the Contracting Officer.</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 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 elements in the operating envelope fails to perform correctly during</p>

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		operation, including operation during maintenance or testing resulting in personnel injury or death; material or equipment damage; dropped load; derailment; two-blocking; overload; or collision, including unplanned contact between the load, crane, or other objects. A dropped load, derailment, two-blocking, overload and collision are considered accidents, even though no material damage or injury occurs. A component failure (e.g., motor burnout, gear tooth failure, bearing failure) is not considered an accident solely due to material or equipment damage unless the component failure results in damage to other components (e.g., dropped boom, dropped load, roll over, etc.)
2.9.6	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 broken down by each annex and sub-annex for all site workers, both prime and subcontractor.
2.9.8	Safety Inspections and Monitoring	<p>The Contractor shall conduct inspections of its work areas, job sites, and work crews every day work is being performed to ensure that all Contractor operations are being conducted safely. These inspections shall ensure:</p> <ul style="list-style-type: none"> ... The site is safe and free of job-site hazards ... Proper PPE is being utilized and worn. ... Safe work practices and processes are being followed. ... Workers are familiar with the hazards covered in the respective AHA for that work activity. ... All equipment and tools are in good condition and being used safely. <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.
2.9.9	Safety Certification	The Contractor shall submit copies of all the required Federal, state, county, city and industry Safety Certifications for work performed under this contract per Section F. These certifications shall be kept up to date by the Contractor. The Contractor shall submit new versions of certifications as the old certifications expire. No work, that requires a certification, shall start without a valid and approved certification.
2.9.10	Safety Apparel on Jobsites	The Contractor personnel shall wear appropriate high-visibility safety apparel (garment, vest, or harness of retro-reflective and fluorescent material) meeting ANSI/ISEA 107-2010 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 I compliant apparel.
2.9.11	Emergency Medical Treatment	The Contractor shall arrange for their own emergency medical treatment. The Government has no responsibility to provide emergency medical treatment to Contractor personnel.
2.10	Environmental Management and Sustainability	<p>The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy.</p> <p>Goals:</p> <ul style="list-style-type: none"> ... Reduce purchase and use of toxic and hazardous materials; ... Expand purchase of green products and services; increase recycling; ... Reduce energy and water use; ... Increase use of alternative fuels and renewable energy; ... Integrate green building concepts in major renovations and new construction; ... Prevent pollution at the source; and ... Continual improvement. <p>Policy:</p> <ul style="list-style-type: none"> ... Protect public health and the environment by being an environmentally responsible member of the community; ... Preserve our natural, historic and cultural resources; ... Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; ... Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities; ... Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; ... Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; ... Enhance our program as we develop and implement an Environmental Management System; and

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		<p>... 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> <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 CLDJINST 4100.1, 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.

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2.10.2.1	ODS Requirements for Refrigerant Recycling	<p>Technicians must be certified through an EPA approved program. Copies of the certifications shall be maintained at the employee's place of business and/or carried as a wallet card by the technician.</p> <p>Records are maintained for all refrigerant removal operations performed prior to small appliance or motor vehicle air condition appliance disposal. The recovery date, technician's name and a statement that all refrigerant that had not previously leaked was removed in accordance with 40 CFR 82 shall be included in the disposal records.</p> <p>Records kept for all refrigerant recovery operations/services performed on equipment that normally contains 50 pounds or more refrigerant will include the service date, service description, amount of refrigerant purchased, and amount of refrigerant added.</p> <p>Refrigerant leaks on equipment, which normally contain 50 pounds or more refrigerant, are repaired within 30 days of leak discovery. Leak repairs for equipment normally containing 50 pounds or more refrigerant are documented, including the date of leak discovery and date repaired, technician's name, amount of refrigerant vented, and amount purchased and added. Satisfactory leak repair verification tests are documented within 30 days of repair.</p> <p>Records detailing accidental venting of ODS are maintained; these records shall include as a minimum the date, type, location, amount vented, and reason for venting.</p> <p>Records detailing the type and amount of refrigerant purchases shall be kept.</p> <p>Only excess Class I ODS is to be returned to DLA and not private contractors (R-11, 12, 113, 114, 500, 502). All reclaimed class I refrigerant shall be stored in approved containers, made for the intended purpose and transported by the Contractor to the Defense Logistic Agency (DLA) at the following address:</p> <p style="text-align: center;">Defense Depot Richmond Va. (DDVA) SW0400 Cylinder Operations 8000 Jefferson Davis Highway Richmond, Virginia 23297-5000</p> <p>Once the Contractor has delivered the refrigerant to DLA in Richmond, the Contractor shall provide a Class I ODS Report per Section F.</p> <p>Contractor ODS records shall be available to the KO upon request.</p>
2.10.2.2	Non-Hazardous Waste Disposal	<p>The Contractor shall dispose all wastes in accordance with OEBGD, applicable Federal and local laws regulations, and 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 the installation waste handling facility.</p> <p>All regulated, non-hazardous waste shall be disposed of in accordance</p>

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		with OEBGD, applicable Federal and local laws, regulations, and base-wide instructions.
2.10.2.3	Hazardous Waste Disposal	<p>The Contractor shall dispose of all hazardous waste in accordance with the OEBGD, CLDJ Hazardous Waste Management Plan, and applicable Federal and local laws and regulations. No disposal of hazardous waste onboard the installation is allowed.</p> <p>The Contractor shall inform the CLDJ Environmental Officer of any material that may be hazardous and not acceptable for disposal off-site at the municipal landfill.</p>
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 and local laws and regulations, and with the Installation Spill Control Plan at no additional cost to the Government.
2.10.2.5	Hazardous Material Management	<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 10 working days for processing the request. The Contractor shall post Material Safety Data Sheets (MSDS) at the worksite where the products are being used. Should the Government determine that a chemical the Contractor will use needs to be tracked, the Government may direct the Contractor to submit additional information in order to fulfill reporting requirements.</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. The Contractor shall notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.</p>
2.10.2.6	Protection of Endangered and Threatened Species (Flora and Fauna)	The Contractor shall not disturb endangered and threatened species and their habitat. The Contractor shall carefully protect in-place and report immediately to the KO endangered and threatened species discovered in the course of work. The Contractor shall stop work in the immediate area of the discovery until directed by the KO to resume work.
2.10.2.7	Noise Control	The Contractor shall comply with all applicable Federal and local laws, ordinances, and regulations relative to noise control.

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2.10.2.8	Salvage	All material and equipment removed or disconnected that is sound and of value shall remain the property of the Government. The Contractor shall deliver this material and equipment at the Contractor's expense to an area designated by the KO.
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 hour and follow-up with written ACM Notification within 24 hours.
2.10.3	Sustainable Procurement and Practices	<p>The Contractor shall develop, submit, and implement a Sustainable Procurement and Practices Plan per Section F. This plan shall identify how the Contractor will comply with all applicable Federal, state and local laws and regulation, including E.O. 13423, E.O. 13514, Installation Energy Management Program and Water Conservation Programs and energy reduction requirements. The plan shall specifically address the following components:</p> <ul style="list-style-type: none"> ... Recycled Contents Products ... Energy/Water efficiency ... Energy Efficient Tools and Equipment ... Alternate Fuels and Alternate Fuel Vehicles ... 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 (e.g., Electronic Product Environmental Assessment Tool (EPEAT)-registered), non-ozone depleting, contain recycled content, or are non-toxic or less toxic alternatives, where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	The Government has an affirmative procurement program to promote the purchase of products containing recovered materials. The intent is to reduce the solid waste stream and conserve natural resources by establishing markets for recycled content products and encouraging manufacturers to produce quality products containing recovered materials. Participate in this program by using, for Environmental Protection Agency (EPA) designated items, recovered materials to the maximum extent practicable without jeopardizing the intended end use of the item. The percentage of recovered materials content levels for use in the performance of this contract will be, at a minimum, the amount recommended in the EPA Comprehensive Procurement Guideline (CPG) Product Index website (http://www.epa.gov/epawaste/conserves/tools/cpg/index.htm).

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		<p>Use of EPA designated products is not required for products that are either not available within a reasonable period of time, are not available at a reasonable price, are not available from a sufficient number of sources to maintain a satisfactory level of competition, or fail to meet performance standards based on technical verification.</p> <p>EPA designation of products is an on-going process. Listings of EPA designated products containing recovered materials are found in 40 CFR 247. Make recommendation and submit Recovered Material Certification, per Section F, when a product containing recovered materials is equal to or better than the original and could be used for this contract. All changes of products must be accepted by the KO before it is used.</p>
2.10.3.3	Use of Bio-based Products	The Contractor shall make maximum use of 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, contingency response plan, and Chemical, Biological, Radiological and Nuclear Defense Plan. The Contractor shall support the installation contingency response plan as directed by the KO.
2.12	Other General Administrative and Logistics Requirements	
2.12.1	Food Facilities	Non-HCN/LN Contractor personnel may eat at CLDJ dining facilities. HCN/LNs shall not be permitted to eat or work in food facilities without specific Government approval.
2.12.2	Food Charges	Contractor personnel eating at the CLDJ dining facility shall pay the BDFR rate for all meals consumed.
2.12.3	Laundry	Only Contractor employees residing on the installation may use CLDJ laundry facilities.
2.12.4	Off CLDJ Local Area Travel	All vehicles leaving CLDJ shall have a minimum of two persons in each vehicle.
2.12.5	Contractor Security	The Contractor shall be responsible for maintaining security in the Contractor berthing and work areas.
2.12.6	Contingency Plan	The Contractor shall prepare a contingency plan to address how CLDJ contract services will be provided in the event of a lockdown scenario where HCN workers are not allowed on site.
2.12.7	Liberty, Force Protection and Security Requirements	All Contractor personnel residing on the installation are subject to the CLDJ liberty, force protection, security regulations and requirements.
2.13	Technical Library	<p>The Contractor shall maintain a technical library as specified in Annex 150100 Facility Management.</p> <p>Existing technical library contents, including facility drawings, operation & maintenance manuals, warranties, Government publications, record drawings and other appropriate material, will be furnished by the Government.</p> <p>The Contractor shall continually update library material to ensure all data is current, complete, accurate and suitable for intended use. The Contractor shall monitor the use of the libraries to ensure materials are</p>

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Spec Item	Title	Description
		returned and data integrity is not compromised. The Contractor shall maintain the libraries until completion or termination of the contract and make the libraries available for inspection by prospective offerors for successive contracts. The technical library contents are the property of the Government and shall be turned over to the KO upon completion or termination of the contract.
2.14	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.
2.15	Recurring Work Procedures	
2.15.1	Service Orders	<p>The purpose of a service order is to provide the Government with a means of issuing unplanned work up to a defined Limit of Liability (LOL) for work requirements occurring outside of the normal recurring work. Performance objectives and standards for service orders related to work throughout this contract are specified in 1502000 Facility Investment, except where unscheduled services are detailed within a technical annex. The Government may utilize service orders to accomplish any work up to the service order LOL at the discretion of the KO. The Government may combine multiple repair requirements received for the same trade in the same building or structure at the same time into one service order as long as the service order LOL is not exceeded.</p> <p>The Government may issue service orders for work requirements at any location within the identified project location(s) described in Spec Item 1.2 of Annex 0100000. Service order work is not limited to work performed to existing facilities, structures, assets, equipment and systems identified in the respective Section J attachments or spec items for each Annex. Any facilities, structures, assets and equipment added or newly installed during the course of the contract will become part of the service order program at no additional cost to the Government as long as the volume of work does not exceed the Inventory Quantity Variation detailed in Annex 0200000 Spec Item 2.18.</p> <p>Service orders are utilized to accomplish a wide variety of work and may include; repairs to existing facility assets and equipment as well as newly installed facility assets and equipment, work to facilities and structures located on the installation but not listed in the facilities listing, facilities and equipment that are not maintained through a recurring work schedule or program, labor hour support for non-contract projects, and any work requirements typical to the annexes and sub-annexes contained in the statement of work.</p> <p>Historical data and supporting information provided is intended to illustrate the type of service orders issued and examples of work that has been performed in the past and is not to be construed as a limiting factor to services ordered and performed in the future. As part of the service order program the Contractor shall expect to be issued and respond to service order work requirements that may not be listed in the historical data and supporting information but fall within the LOL.</p>

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2.15.2	Notification to the Government for Work Above the Recurring Work Limitations	The Contractor is fully responsible for work up to the recurring work limits. Recurring work limits are specified in subsequent annexes or sub-annexes. When work is expected to exceed the recurring work limits, the Contractor shall notify the KO within two hours of identification for further direction. The Government may issue a task order in accordance with the non-recurring work portion of the contract detailed below or accomplish the work by means other than this contract.
2.15.3	Recurring Work Exhibit Line Item Numbers (ELINs)	Recurring work ELINS are provided in J-0200000-12.
2.16	Non-recurring Work	Non-recurring work is identified in each applicable annex or sub-annex. Non-recurring work may consist of Unit Priced Task (UPT) Work (non-negotiated) and Unit Priced Labor (UPL) Work (negotiated). The Contractor shall perform all non-recurring task work as ordered by the KO per Section G and DoD EMALL requirements in Section H. Non-recurring work will consist of Unit Priced Tasks and Unit Priced Labor Work which may be ordered by the Government as separate items or in combinations of items from the Non-recurring Work Exhibit Line Items (ELINs) provided in Section J on an as needed basis.
2.16.1	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.
2.16.1.1	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 Error! Hyperlink reference not valid. under NAVFAC contract. The Contractor is required to report all non-recurring work quantities ordered via EMALL monthly to the KO.
2.16.1.2	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.
2.16.2	Unit Priced Labor (UPL) Work (Negotiated)	The Contractor shall perform all UPL work in accordance with the scope and delivery schedule negotiated per each task order. UPL work is defined as non-recurring work that utilizes negotiated labor hours and materials to accomplish a task not required by the recurring work portion of the contract. UPL includes separately priced labor, material, and equipment exhibit line items. The Contractor shall prepare and furnish a detailed cost estimate identifying proposed labor, material, and equipment costs, which upon approval by the KO, becomes the fixed price for the task order. Common procedures for processing UPL work are included below as examples.
2.16.2.1	Non-recurring Work Preparation of	In response to the Government's Request for Proposal (RFP), the Contractor shall submit a non-recurring work proposal to the KO within

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Spec Item	Title	Description
	Proposals	two working days following receipt for each potential task order which includes: 1) a complete list of all tasks necessary to perform the required scope of work, 2) the number of direct labor hours to perform each task and 3) the projected quantity and costs of materials and equipment to perform the required scope of work.
2.16.2.1.1	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.
2.16.2.1.2	Material and Equipment Requirements	Accepted industry and Government material and equipment costs published in R. S. Means cost data, national material supplier catalogues, U.S. Army Corps of Engineers Construction Equipment Ownership and Operating Expense Schedule (EP 1110-1-8), equipment rental catalogues, and similar estimating sources shall be used for determining customary and reasonable costs for the material and equipment estimate. Projected material requirements shall include a list of materials establishing the size, quality, number of units, and unit prices. Pre-expended bin supplies and materials shall not be included in the list of materials since the cost for these items are to be included in the labor hour unit price. Material prices shall be the lowest price available considering the availability of materials and the time constraints of the job. The direct material price shall include all discounts and rebates for core value and salvage value that accrue to the Contractor and Contractor-furnished warehousing cost. Equipment costs shall include rental and lease costs, ownership costs where Contractor-owned, equipment mobilization, and tools, not priced under the recurring work portion of the contract.
2.16.2.2	Issuance of Final Task Order	The KO will order unit priced labor by issuing to the Contractor a copy of the approved scope of work and a task order for the work described, in accordance with Section G. Task order completion times will be specified on each task order.
2.16.3	Non-recurring work ELINS	Non-recurring Work ELINs are provided in J-0200000-12.
2.17	Demobilization	Services performed under this contract are vital to the Government and shall be continued without interruption. Upon contract expiration, the Contractor shall exercise its best efforts and cooperate to effect an orderly and efficient transition to a successor.
2.17.1	Demobilization Plan	Prior to the expiration of this contract, after selection of a successor Contractor, the Contractor and the successor Contractor shall jointly prepare a mutually agreeable detailed demobilization plan for approval of the KO for the phase-out of the current Contractor and the phase-in of the successor. The plan shall specify an orientation program to familiarize the successor with the plants, equipment, and operating environment. The plan shall be submitted to the KO for approval not less than 30 calendar days prior to the expiration of the contract. The Contractor agrees, as part of the Recurring Work price, to provide these phase-in/phase-out services for a period of not more than 30 calendar days prior to the expiration of this contract.
2.18	Inventory Data Quantity Variation	Inventory data reflecting item quantities supporting contract requirements (as priced in individual ELINs) for each annex represent the latest

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Spec Item	Title	Description
		information available. Inventory data include, but are not limited to, facilities, areas (e.g., acreage, square footage, etc), systems, equipment, and distances (lengths and heights). Due to potential expansion and mission dynamics of CLDJ, inventory quantities may fluctuate during the contract period. A contract modification will not be processed for inventory fluctuations up to and including +/- 10%. The Contractor shall provide an inventory when requested and annually, at the end of each contract period in MAXIMO. The Government and the Contractor will jointly verify the change in inventory amounts. If an inventory quantity supporting a contract ELIN exceeds +/-10%, then a contract modification will be executed for the full increase or decrease in inventory quantity. Technical specification inventory quantities indicated at contract award will be the baseline for monitoring fluctuations annually until a contract modification for a change in inventory is awarded. The total inventory quantity as verified for the contract modification will be used as the new baseline for determination of future annual fluctuation adjustments.

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Spec Item	Title	Description
1	General Information	The Contractor shall provide labor, management, supervision, tools, material, and equipment required to perform Force Protection services at camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	The intent of 0401000 Force Protection is to specify the requirements for unarmed security guard services.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0401000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide Force Protection operations.
2.2.1	Personnel Requirements	The Contractor's personnel represent the Government and shall present a professional image at all times.
2.2.2	Employment Suitability and Qualifications	All Contractor personnel assigned guard duties shall meet the suitability criteria included in J-0401000-02. Employees not assigned to guard duties are not required to meet the same criteria, but as a minimum shall satisfy the security requirements specified in Annex 2.
2.2.3	Uniforms	Guards shall wear a complete uniform of the type described in J-0401000-03 while on duty so that a favorable public image is presented. All Contractor employees assigned to a guard position shall wear the appropriate uniform and uniform equipment for duties assigned. If the KO or COR deems any part of the uniform “unserviceable”, the Contractor shall provide a replacement item to that individual. The uniforms and equipment at all installations shall be identical, e.g., interchangeable between installations. Replacement uniforms or uniform items shall be identical to original uniforms unless approved by the KO. No mixing of components of different uniforms or civilian clothing will be permitted.
2.2.4	Security Clearance Requirements	Contractor personnel shall obtain the appropriate level of security clearance as specified in Post Orders listed in J-0401000-04. The Contractor shall furnish the information required on the Security Classification Specification, Form DD254, and any information required by Defense Industrial Security Clearance Office (DISCO) to process this clearance. The Contractor shall complete Questionnaire for National Security Positions (SF86) via the OPM Electronic Questionnaire for Investigations Processing (e-QIP) tool. DISCO will adjudicate to national security standards, make the eligibility determination and record in the Joint Personnel Adjudication System (JPAS).
2.2.5	Training Requirements	The Contractor is responsible for providing training to all personnel assigned guard duties in accordance with OPNAVINST 5530.14 as listed in J-0401000-05.
2.3	Special Requirements	
2.3.1	Authority	The Contractor’s right and power to compel or demand obedience when enforcing rules and regulations is delegated by the installation Commanding Officer via post orders per J-0401000-04. The Contractor has no arrest or law enforcement authority.
2.3.2	Security Vehicles	The Contractor shall provide security vehicles for the performance of security operations. Vehicles shall be capable of operation on all terrain in assigned patrol

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Spec Item	Title	Description
		<p>areas, including unpaved roadways. Contractor security vehicles shall be identifiable as a security vehicle, clearly marked on both sides in block letters at least four inches in height and equipped with flasher or emergency lighting bar.</p> <p>The Contractor is responsible for transporting Contractor guards to and from guard posts. Contractor guards shall not use privately-owned (non-contractor/non-government owned) vehicles (POVs) to transport guards to and from posts. Parking will not be provided for POVs at guard posts.</p> <p>The operation of security vehicles shall conform to CLDJ traffic regulations.</p>
2.3.3	Government Security Force and Law Enforcement Agency Interface	The Contractor shall establish an overarching management team that will interface with the ISO. The Contractor shall provide qualified personnel to fill appropriate management and guard positions identified in J-0401000-04 and -02, Post Manning Requirements and Employment Suitability Criteria.
2.3.4	Disclosure	The Contractor shall not disclose or cause to be disseminated any information concerning the operations of the installation which could result in or increase the likelihood of the possibility of a breach of the installation's security or interrupt the continuity of its operations.
2.3.5	Standards of Conduct	The Contractor shall maintain satisfactory standards of employee competency, conduct, appearance, and integrity, and for taking such disciplinary action as needed. The Contractor shall adhere to standards of conduct included in J-0401000-06. Contractor employees shall display a friendly, helpful attitude when dealing with the public. The Government reserves the right to direct the Contractor to remove an employee from the work site for failure to comply with the standards of conduct. The Contractor shall initiate immediate action to replace such an employee to maintain continuity of services at no additional cost to the Government.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0401000-07.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide force protection operations to ensure security and safety for personnel, property, facilities, and assets.	<p>The Contractor shall comply with all Federal, state, and local statutes and regulations, and with DoD policies, instructions and guidance listed in J-0401000-07 as applicable.</p> <p>Total watchstanding labor hours are the same for each FPCON; however, Contractor guard personnel are normally assigned to support FPCON B requirements. When FPCON conditions dictate, Contractor personnel duties may be reassigned by the ISO to meet requirements.</p> <p>The Contractor shall comply with Post Orders listed in J-0401000-04.</p> <p>Post manning locations may be changed at the discretion of the ISO at no cost to the Government.</p>	<p>Security operations are performed per SOPs and Post Orders and are in compliance with Federal, state, and local statutes, DoD regulations, and DoN instructions and directives.</p> <p>Personnel, property, facilities, and assets are safe and secure.</p>
3.1	Entry Control Point Services	The Contractor shall provide entry control point services to ensure unauthorized personnel, property, equipment or vehicles are deterred and denied facility ingress and egress.	<p>The Contractor shall comply with ECP Post Orders listed in J-0401000-04.</p> <p>The Contractor shall conduct inspections of personnel and vehicle identification consistent with the applicable FPCON prior to granting or denying access to the facility.</p> <p>The Contractor shall be responsible for operating ingress and egress control mechanisms as indicated in the Post Orders per J-0401000-04.</p>	Ingress and egress to facilities only by authorized personnel, property, equipment or vehicles is maintained.
3.1.1	Commercial Vehicle Inspection (CVIS)	The Contractor shall perform inspections to ensure only authorized commercial vehicles and cargo are allowed access to the facility.	<p>The Contractor shall conduct inspections of commercial vehicles per Post Orders.</p> <p>Authorized cargo includes property listed on a bill of lading or shipping documents, and tools, equipment,</p>	Access by unauthorized commercial vehicles and cargo is denied.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>materials, or supplies used to provide services.</p> <p>CVIS control includes controlling both pedestrian and motor vehicle traffic at the ECP, monitoring equipment, and inspecting both inbound and outbound vehicles.</p> <p>The Contractor shall be fully responsible for providing and replacing as necessary the undercarriage mirrors and flashlights necessary for vehicle inspections.</p> <p>Authorized cargo includes property listed on a bill of lading or shipping documents, and tools, equipment, materials, or supplies used to provide services.</p> <p>The Contractor shall detect and report unauthorized personnel, vehicles, and cargo during exercises.</p> <p>Informational Note: Historically, 2-D Cell Maglite flashlights or equivalent have provided adequate lighting requirements for vehicle inspection services.</p>	
3.1.2	Pedestrian Entry and Exit Control	The Contractor shall perform pedestrian entry and exit control to ensure only authorized personnel are allowed access to CLDJ and to deter and deny the introduction of contraband.	<p>Pedestrian entry and exit control includes performing initial contact inspections, article screening inspections, whole body x-ray searches of inbound pedestrians and inbound and outbound body hand search per J-0401000-04.</p> <p>The Contractor shall be fully responsible for providing and maintaining screening hand wands for the performance of the initial contact inspections and whole body x-ray search</p>	<p>No entry of unauthorized personnel or contraband is permitted.</p> <p>Pedestrian entry and exit control guards display a friendly, helpful attitude when in contact with the public.</p> <p>Uniformed personnel meet the appearance standards as specified in J-0401060-03 for the assigned positions and responsibility.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>exceptions.</p> <p>Informational Note: Historically 6 Garrett Hand Wands at the Scorpion Gate and 3 at the Viper Gate have provided adequate service levels.</p>	
3.1.3	External and Internal Access Control Point Services	The Contractor shall provide external and internal access control services to ensure only authorized personnel are allowed access to designated controlled areas.	The Contractor shall screen persons and packages both entering and leaving designated controlled and restricted areas as described in J-0401000-04.	<p>No entry of unauthorized personnel is permitted.</p> <p>All personnel meet the appropriate criteria included in Section J for the assigned positions and responsibility.</p> <p>External and internal access control guards display a professional appearance and a friendly, helpful attitude when in contact with the public.</p>
3.2	Commercial Vehicle Escort Services	The Contractor shall provide commercial vehicle escort services to ensure safe and timely delivery of personnel and property.	<p>The Contractor shall perform scheduled and unscheduled vehicle escort services for both on and off CLDJ areas as directed by the military security force per Post Orders.</p> <p>The Contractor shall provide escort of commercial vehicles in accordance with J-0401000-04 unless specifically waived by the Military Security Force Supervisor. Escort includes both “ride along” and vehicle accompaniment.</p> <p>The Contractor shall ensure escort remains with the vehicle at all times.</p> <p>The Contractor shall be capable of providing up to three vehicle escorts simultaneously.</p>	<p>Vehicles, personnel and property are escorted to designated locations without injury, death, damage, or loss due to Contractor negligence.</p> <p>Escorts shall be available within five minutes following specified time or ten minutes following customer request.</p>
3.3	ATFP Maintenance Support	The Contractor shall provide ATFP maintenance support to ensure ATFP equipment can be	The Contractor shall provide man-lift equipment support to SPAWAR/DRS labor responsible for maintaining ATFP equipment installed at	Support equipment and operator is available when needed.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		accessed.	<p>various locations on the installation.</p> <p>The Contractor shall provide a man-lift and operator capable of reaching up to 60 feet to support accessing ATRP sensor equipment mounted above ground. The Government will notify the Contractor at least one week in advance of required services.</p> <p>Informational Note: Sensor equipment is maintained approximately 8 times annually for an average duration of 2 days per occurrence.</p>	
3.4	Solar Light Carts	The Contractor shall provide solar light carts to ensure ATRP lighting is available and equipment is operational at all times.	<p>The Contractor shall be fully responsible for providing and maintaining 4 portable solar light carts for positioning at locations as directed by N3-AT.</p> <p>Informational Note: In the past, portable light carts with 30 ft. masts and 1200 Watt lamps have provided adequate service levels.</p>	Lighting is provided at locations as directed.
3.5	Preventive Maintenance (PM) Program	The Contractor shall develop and implement a PM program for force protection equipment to ensure proper operation, minimize breakdowns, and to maximize useful life.	<p>The force protection equipment inventory is provided in J-0401000-08.</p> <p>The Contractor shall be fully responsible for maintaining the force protection equipment IAW manufacturer's recommendations.</p> <p>The Contractor shall develop and submit a PM program and schedule per Section F.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$2,500 per occurrence in direct material</p>	<p>Maintenance is accomplished in accordance with the Contractor's PM program and work schedule.</p> <p>PM is performed in accordance with manufacturers' recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>and labor cost under the recurring work portion of the contract. Incidental repairs work performed under maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or non-recurring work task orders may be issued for repairs exceeding the \$2,500 repair limit of liability.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>The PM program shall provide an economical approach to manufacturers' recommended procedures, OEM standards, and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing the DoD EMALL in accordance with Section H or on a task order in accordance with the procedures for issuing orders clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

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1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform fire and emergency services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The Fire and Emergency Services include services such as dispatching, emergency medical, fire protection, fire prevention services and Emergency Management. The contractor shall provide Fire and Emergency services for a Category II Navy Airfield IAW DoDI 6055.6, OPNAVINST 11320.23G and NATOPS 00-80R-14. This will be performed utilizing fire stations. Fire & Emergency Services responsibility include Camp Lemonier, U.S. assets on Djibouti International Airport, a Pier and Ammunition Supply Point (ASP) and an Outlying Airfield.</p> <p>The following services are not included in this template:</p> <ul style="list-style-type: none"> ... Hazardous material and hazardous waste management services that are non-emergency related are included in 1800000 Environmental. ... Oil and hazardous substance spill response and cleanup is included in 1800000 Environmental. ... Maintenance of fire protection systems, fire alarm systems, fire hydrants, and fire pumps is included in 1502000 Facility Investment.

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Spec Item	Title	Description
	Management and Administration	
	Definitions and Acronyms	Definitions and Acronyms are listed in J-0402000-01.
	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide Fire and Emergency Services.
2.2.1	Certification, Training, and Licensing	<p>All contract personnel providing fire and emergency services shall be certified for assigned duties as specified by DoD 6055.6M, DoD Fire and Emergency Services Certification Program prior to arrival in country. All employee certification levels will be documented in the training area of ESAMS. Aircraft fire suppression personnel shall be trained in aircraft rescue and fire fighting response per NAVAIR 00-80R-14, U.S. Navy Aircraft Firefighting and Rescue Manual in addition to meeting DoD Airport Fire Fighting Certification requirements.</p> <p>Management and executive level NFPA training is required for Fire Chief, Deputy Chief and Assistant Chiefs.</p> <p>NFPA Incident Command System training is required for all department personnel.</p> <p>Dispatching personnel shall meet the NFPA 1061 Standard for Professional Qualifications for Public Safety Telecommunicators.</p> <p>Emergency Vehicle Operators shall complete the US Department of Transportation (DOT) Emergency Vehicle Operators Training and Certification curriculums.</p> <p>Emergency Medical Services (EMS) personnel shall complete the following for Basic Life Support Level and Advance Life Support Level:</p> <ol style="list-style-type: none"> 1. Basic Life Support Level: US DOT Emergency Medical Technician – Basic Training curriculums 2. Advance Life Support (ALS) Level: US DOT Emergency Medical Technician – Paramedic Training curriculums <p>Hazardous Material personnel shall comply by the NFPA 472 Standard for Professional Competence of Responders to Hazardous Material Incidents and the 29 CFR 1910.120 Hazardous Waste Operations and Emergency Response. Personnel shall also complete the US Department of Transportation (DOT) Emergency Medical – First Responder Training curriculums.</p> <p>Technical Rescue personnel shall complete the US Department of Transportation (DOT) Emergency Medical – First Responder Training curriculums and the NFPA 1670 Standard on Operations and Training for Technical Rescue Incidents</p> <p>Fire Suppression personnel shall complete the International Fire Service Training Association (IFSTA) Training curriculums and the US Department of Transportation (DOT) Emergency Medical – First Responder Training curriculums.</p> <p>Fire Prevention shall complete the NFPA 101 Life Safety Code training and National Fire Codes training.</p> <p>The Contractor shall be responsible to meet all applicable emergency vehicle operating licenses.</p>

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Spec Item	Title	Description
		<p>The Contractor may be required to revise and update the training plan during the contract period to accommodate changes in operational requirements. Training records shall be maintained for contractor personnel indicating proficiency level, certification level, and hours of training in each required subject. The Contractor shall maintain all training records for Contractor personnel for the contract period of performance and available to the KO upon request.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.2.2	Staffing Requirements	The Contractor shall meet the minimum staffing requirements specified in DoD Instruction 6055.6, Enclosures 3, 4, and 5. Personnel shall be organized in accordance with NFPA 1201, and staffed and equipped to meet the fire and emergency standards as outlined in the OPNAVINST 11320.23.
	Fire Chief	The head of the fire department shall have a minimum of three years' experience in managing an operation, size and scope similar to Camp Lemonier, Djibouti, Africa. The Fire Chief will be certified IAW DoDI 6055.06. U.S. Citizenship and Security Clearance is required.
	Assistant Fire Chief for Training	Minimum of three years' experience as an Assistant Fire Chief for Training in an operation, size and scope similar to Camp Lemonier, Djibouti, Africa. U.S. Citizenship and Security Clearance is required.
	Assistant Fire Chief for Operations	Minimum of three years' experience as an Assistant Fire Chief for Operations in a fire department of the size and scope of Camp Lemonier, Djibouti, Africa. U.S. Citizenship and Security Clearance is required.
	Fire Inspector	Minimum of two years' experience as a fire fighter and a minimum of 2 years' experience as a fire inspector. Inspector experience shall have been gained in inspection for and detection, control and elimination of fire hazards, application of fire regulations and fire codes, writing descriptions of violations and making corrective recommendations. No citizenship requirement is placed on this position.
	Fire Fighters	All fire fighters shall be cross-trained in structural/crash fire rescue tactical procedures/responsibilities and provide support as required during crash fire rescue or structural emergencies. No citizenship requirement is placed on this position.
	Drivers/Operators	Operators of automotive equipment, including emergency and special vehicles, shall be licensed in accordance with NAVFAC P-300 and OPNAVINST 5100.12. No citizenship requirement is placed on this position.
	Hazardous Material Technicians	All Hazardous Material Technicians shall possess applicable certifications and have at minimum 2 years' experience in a HAZMAT response program of size and scope similar to that required on Camp Lemonier, Djibouti, Africa.
2.2.3	Employment Suitability and Qualifications	All Contractor personnel assigned fire and emergency service duties and responsibilities shall meet the employment suitability criteria included in J-0402000-02. Employees not assigned to fire and emergency service duties are not required to meet the same criteria, but as a minimum shall satisfy the personnel qualification requirements specified in Annex 2.
2.2.4	Pre-Employment and Annual Medical Examination	All Contractor personnel assigned fire and emergency service duties shall successfully complete pre-employment physical examinations and annual physical examinations as specified by NFPA 1500 and NFPA 1582, respectively. The Contractor shall provide supporting documentation of completed physical examination records to the KO upon request. The Contractor shall ensure employees completed physical is updated and reflected in the training area of ESAMS respiratory protection program.
2.2.5	Physical Fitness	The Contractor shall develop and maintain a physical fitness program for all fire

0402000 – Fire and Emergency Services		
Spec Item	Title	Description
	Program	fighters and emergency service personnel as specified in DoD Instruction 6055.6-M PA 1583. Contractor physical fitness test records shall be available upon request by the KO.
2.2.6	Work Uniforms	Fire and emergency medical personnel shall wear a complete uniform with fabrics that provide thermal stability and flame resistant characteristics; uniform requirements shall comply with NFPA 1500 and NFPA 1975.
2.2.7	Grooming Standards	Fire and emergency service personnel shall have a neatly groomed appearance while on duty. Grooming standards are based on several elements including neatness, cleanliness, safety, professional image, and appearance. Grooming requirements are described in J-0402000-03.
2.2.8	Random Drug Screening Program	The Contractor shall establish a Random Drug Screening Program per Executive Order 12564 for all fire and emergency service personnel as specified by DoD Instruction 6055.6, Section E2.5.16.2. The Contractor shall provide Drug Screening and Testing Results as requested by the KO.
2.2.9	Standards of Conduct	Fire and emergency service personnel shall adhere to the Standards of Conduct in J-0402000-04
2.3	Special Requirements	
2.3.1	Communications Equipment	The Contractor shall use Government-furnished communications equipment operating on specified frequencies for performance of fire and emergency operations. An inventory of GFE is provided in J 0200000 XX.
2.3.2	Equipment and Apparatus	The government will provide ARFF, Structural, and Specialized Vehicles (HazMat & Twin Agent Units) to support the department's Scope of Services. The Government will provide all vehicle manuals to the contractor. All maintenance for these vehicles will be provided by the contractor in accordance with manufacturer directives. The government will provide Mobile Rescue Firefighting Trainers for the contractors use. Per manufacturer manuals, the contractor will conduct inspections of the trainers prior to and post use of the trainers. An inventory of GFE is provided in J 0200000 XX.
2.3.3	Personal Protective Clothing and Equipment	The Contractor shall provide all protective clothing and equipment used for Fire and Emergency Services and EMS operations. All personal protective clothing and equipment shall comply with standards specified by NFPA (various), DoD 6055.6, DoD Occupational Safety and Health Programs, and Code of Federal Regulations (CFR) Section 1910.134.
2.3.4	Safety Requirements	The Contractor shall comply with accepted industry safety standards, applicable safety precautions and guidelines listed in NFPA 1500, and local safety instructions.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0402000-05.
	Records and Reports	The Contractor shall submit accurate and complete documents within the required timeframes. All reports shall be made available in either G-2, ESAMS, NFIRS and any other DOD, Navy or Region N30 Directed information data system and submitted electronically

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide continuous fire and emergency services to ensure personal injury, loss of life, and damage to property is minimized as a result of accidents and disasters.	<p>The Contractor shall develop a SOP for the Fire & Emergency Services Department to include;</p> <ul style="list-style-type: none"> ◦ HazMat/Defensive ◦ Structural Fire Response ◦ ARFF Response ◦ Confined Space ◦ Trench Rescue ◦ Vehicle Extraction <p>The Contractor shall comply with all Federal and local statutes and regulations, and with DoD policies, instructions and guidance listed in J-0402000-02 as applicable.</p> <p>The Contractor shall submit a Self-Assessment and Accreditation Plan per CFAI Self-Assessment and Accreditation Manual for the fire department to achieve accreditation including planned actions, schedules and target per Section F.</p>	<p>Fire and Emergency Services are performed per SOPs and are in compliance with Federal, DoD regulations, and DoN instructions and directives.</p> <p>Personnel injury, loss of life and property damage from accidents and disasters are minimized.</p> <p>Planned actions for CFAI accreditation are being implemented as specified in the schedule of the CFAI accreditation plan.</p>
3.1.	Emergency Medical Services (EMS)	The Contractor shall provide EMS to ensure adequate, proficient, and prompt response to all EMS dispatch calls to treat injuries and minimize loss of life.	<p>The Contractor shall maintain personnel and ambulance readiness at the Basic Life Support (BLS) level.</p> <p>Contractor's personnel shall demonstrate proficiency in EMS functions through regular practical training drills and exercises in accordance with frequency, procedures and scoring requirements specified in EMS SOPs for the installation. The Contractor shall conduct annual exercises mandated by BUMED, NAVSEA and mutual aid agreement with local communities.</p> <p>The Contractor shall furnish EMS Response Report to the Naval Safety Center as specified by NFIRS per Section F within 14 days of the incident, and complete</p>	<p>EMS calls are responded to within the specified time limits and qualified personnel.</p> <p>EMS personnel and ambulances are certified at the BLS level.</p> <p>All training drills and exercises receive passing scores.</p> <p>Corrective action initiated on all noted deficiencies from drills and exercises within 30 days.</p> <p>EMS procedures are performed per SOPs.</p> <p>Response information to NFIRS and Ambulance</p>

0402000 - Fire and Emergency Services				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>an Ambulance Report per Section F to document response and services provided to each EMS dispatch call. Ambulance Report Forms contain information protected by the Privacy Act of 1974 and shall be handled accordingly.</p> <p>The Contractor shall respond to incidents within the CLDJ and surrounding area not to exceed a perimeter of thirty miles including.</p> <p>Any request for response off-site from CLDJ shall be approved by the CDO prior to ambulance(s) leaving CLDJ.</p> <p>For each of two ambulances located at CLDJ, the Contractor shall provide a medical team comprised of a minimum of one EMT-Basic Life Support qualified technician and one EVOC qualified ambulance driver.</p> <p>EMS personnel require berthing in close proximity to their vehicle apparatus. The Government will provide reasonable accommodations to permit EMS personnel to fulfill specified response times.</p> <p>The Contractor shall inventory and restock as necessary ambulance medical supplies.</p> <p>The Contractor's ambulance personnel shall have completed the approved BUMED training courses and standards outlined in the Department of Transportation (DOT) Training Program for the Operation of Emergency Vehicles and Department of Transportation National Standard Training Curriculum for Emergency Medical Technicians.</p>	Report Forms are accurate and submitted as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall conduct annual exercises as mandated by BUMED and CLDJ policy	
3.1.1.	EMS Response	The Contractor shall respond to all EMS dispatch calls with certified ambulances and qualified personnel to ensure first responder medical care is rendered in a timely manner.	<p>The Contractor shall provide first responder emergency services to EMS dispatch calls per SOPs.</p> <p>The first ambulance is on scene within five minutes of initial notification and the second ambulance is on scene, if required, within 12 minutes of initial notification.</p> <p>The Contractor shall provide appropriate response to in-flight emergency calls per SOPs to the designated area on the airfield, and remain in a standby posture, to provide immediate emergency medical care in the event of a crash or medical crisis involving passengers or crewmembers.</p>	<p>EMS responses are made within five minutes for BLS.</p> <p>In-flight emergency dispatch calls are responded to within 90 seconds.</p>
3.1.2.	Patient Stabilization and Care	The Contractor shall provide patient stabilization and care services to ensure definitive medical care for the patient is provided in a timely manner.	<p>The Contractor shall provide emergency medical care per SOPs.</p> <p>Patient stabilization and care services include establishing a triage, as appropriate, stabilizing patients, and administering definitive medical care at the location of the emergency.</p>	<p>Medical assessment is provided and treatments are initiated within one minute>> after arrival.</p> <p>Definitive medical care rendered is appropriate to the condition of the patient.</p>
3.1.3.	Transport Services	The Contractor shall provide patient transport services to ensure patients arrive at the designated medical facility in a timely manner.	<p>The Contractor shall provide EMS transport service per SOPs.</p> <p>Designated medical facilities are specified in the SOPs based on the types of injuries and the immediate medical needs of the patients.</p> <p>The Contractor shall maintain communication with Dispatch to provide routing information and to continue to provide definitive emergency medical care during patient transport.</p>	<p>No occurrences of failing to transport patients to the designated medical facilities when required.</p> <p>Patient arrives at the designated medical facility within 5 minutes of departure from the site.</p>
3.2.	Fire Protection Services	The Contractor shall provide continuous fire protection services to ensure adequate, proficient, and prompt response to all fire	The Contractor shall provide fire protection services in accordance with DoDI 6055.6., OPNAVINST 11320.23G	<p>Fire protection service procedures are performed per SOPs.</p> <p>Fire protection service personnel and apparatus are</p>

0402000 - Fire and Emergency Services				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		protection dispatch calls to treat injuries, and minimize loss of life and damage to property.	<p>Contractor's personnel shall demonstrate proficiency in fire protection functions through regular practical training drills and exercises in accordance with frequency, procedures and scoring requirements specified by applicable emergency response plans and SOPs for the installation. The Contractor shall initiate corrective action on all noted deficiencies within 30 days after completion of drills.</p> <p>The Contractor shall furnish Fire Protection Response Report as specified by NFIRS per Section F.</p> <p>Under OPNAVINST 11320.23G, CLDJ is classified as an "A-2" installation. An A-2 installation receives the following staffing for daily operations:</p> <ul style="list-style-type: none"> ... Engine (4) ... Engine (4) ... ARFF (3) ... Command (1) <p>Total on-duty staffing requirement is 12 (including command).</p>	<p>certified per SOPs.</p> <p>Fire protection service dispatch calls are responded to within the specified time limits.</p> <p>All training drills and exercises receive passing scores.</p> <p>Corrective action initiated on all noted deficiencies from drills and exercises within 30 days.</p> <p>Response information to NFIRS and Initial Fire Incident Reports are accurate and submitted as specified.</p>
3.2.1.	Hazardous Materials (HM) Response	The Contractor shall provide HM response services to ensure human exposure and damage to property are minimized.	<p>The Contractor shall conduct HM response services in accordance with the installation's Hazardous Materials Emergency Response Plan (HMERP) and SOPs.</p> <p>The Contractor shall provide HM response documentation per Section F.</p>	<p>HM response procedures comply with HMERP and SOPs.</p> <p>HM response is within the specified time limits.</p> <p>HM response documentation is accurate, complete and submitted as specified.</p>
3.2.1.1.	Chemical, Biological, Radiological, Nuclear, Explosives (CBRNE)	The Contractor shall provide CBRNE response services to ensure human exposure and damage to property are minimized.	<p>The Contractor shall provide CBRNE response services per installation's CBRNE Emergency Response Plan and SOPs.</p> <p>The Contractor shall schedule and conduct drills as specified by the installation's CBRNE Emergency Response Plan to determine readiness and capability to meet response time requirements.</p>	<p>Response procedures comply with CBRNE Emergency Response Plan and SOPs.</p> <p>Frequency of drills complies with CBRNE Emergency Response Plan and SOPs.</p> <p>Self-assessment Reports are</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall complete and submit CBRNE Response Self-Assessment Reports documenting the results of drills as specified in the CBRNE Emergency Response Plan and applicable SOPs per Section F.</p>	<p>accurate, completed on time, and submitted as specified.</p> <p>All CBRNE dispatch calls are responded to.</p> <p>Initial CBRNE dispatch calls responses are made 12 minutes of receipt of call.</p>
3.2.1.2.	Hazardous Material (HM) Spill	The Contractor shall provide HM spill response services to ensure human exposure and damage to property are minimized. .	<p>The Contractor shall provide HM spill response services per installation's HM Spill Response Plan and SOPs.</p> <p>The Contractor shall schedule and conduct drills as specified by the installation's HM Spill Response Plan to determine readiness and capability to meet response time requirements.</p> <p>The Contractor shall complete and submit HM Spill Response Self-Assessment Reports documenting the results of drills as specified in the HM Spill Response Plan and applicable SOPs per Section F.</p> <p>Informational Notes. The installation's HM Spill Response Plan can be part of the installation's Hazardous Materials Emergency Response Plan, or a separate document, that provides the concept of operation for immediate mitigation measures in the event of a hazardous substance spill.</p>	<p>Response procedures comply with HM Spill Response Plan and SOPs.</p> <p>Frequency of drills complies with HM Spill Response Plan and SOPs.</p> <p>Self-assessment Reports are accurate, completed on time and submitted as specified.</p> <p>All HM spill dispatch calls are responded to.</p> <p>Initial HM spill dispatch calls responses are made within 12 minutes of receipt of call.</p>
3.2.2.	Technical Rescue Response	The Contractor shall provide technical rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	<p>The Contractor shall conduct situation specific technical rescue services per SOPs.</p> <p>The Contractor's rescue personnel shall meet NFPA 1670, NFPA 1006 and 29 CFR 1910 training and certification requirements for the type of rescue operation assigned.</p> <p>The Contractor shall schedule and conduct drills as specified in the</p>	<p>Technical rescue procedures comply with SOPs.</p> <p>Technical rescue response is provided within the specified time limits.</p> <p>All technical rescue personnel are trained and certified for the appropriate rescue service.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>SOPs to determine readiness and capability to meet response time requirements.</p> <p>The Contractor shall complete and submit Technical Rescue Self-Assessment Reports documenting the results of drills as specified in the applicable SOPs per Section F.</p>	<p>Frequency of drills complies with SOPs.</p> <p>Self-assessment Reports are accurate and completed on time.</p>
3.2.2.1.	Confined Space	The Contractor shall provide confined space rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	<p>The Contractor shall perform confined space rescue per SOPs.</p> <p>The Contractor personnel shall be certified and trained by the Navy Confined Space Rescue Program.</p>	<p>Confined space rescue services comply with SOPs.</p> <p>Rescue personnel are trained and certified as required.</p> <p>Rescue unit arrives within five minutes of initial notification.</p>
3.2.2.2.	Rope	The Contractor shall provide rope rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	The Contractor shall perform rope rescue per SOPs.	<p>Rope rescue services comply with SOPs.</p> <p>Rescue unit arrives within five minutes of initial notification.</p>
3.2.2.3.	Trench	The Contractor shall provide trench rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	The Contractor shall perform trench rescue per SOPs.	<p>Trench rescue services comply with SOPs.</p> <p>Rescue unit arrives within five minutes of initial notification.</p>
3.2.2.4.	Structural Collapse	The Contractor shall provide structural collapse rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	The Contractor shall perform structural collapse per SOPs.	<p>Structural collapse rescue services comply with SOPs.</p> <p>Rescue unit arrives within five minutes of initial notification.</p>
3.2.2.5.	Vehicle	The Contractor shall provide vehicle rescue services to ensure prompt response by emergency personnel to minimize the risk of injuries and loss of life.	The Contractor shall perform vehicle rescue per SOPs.	<p>Vehicle rescue services comply with SOPs.</p> <p>Rescue unit arrives within five minutes of initial notification.</p>
3.2.3.	Fire Suppression Response	The Contractor shall provide fire suppression services to ensure personnel and equipment	<p>The Contractor shall perform fire suppression per SOPs.</p> <p>The Contractor shall comply with</p>	Fire suppression procedures comply with SOPs.

0402000 - Fire and Emergency Services				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		are at a constant state of readiness to promptly respond to fire dispatch calls and to minimize injuries, loss of life, and damage to property.	<p>allowable response times as specified in DoD Instruction 6055.6.</p> <p>The Contractor shall schedule and conduct drills and exercises as specified in the SOPs to determine readiness and capability to meet response time requirements.</p> <p>The Contractor shall be considered the first responder and may be augmented by host nation and French Armed Forces. Any request for Mutual Aid (either received or given) shall be documented in NFIRS and reported to the Regional Fire Chief immediately.</p> <p>At the direction of the KO, KO representative, CLDJ Command Staff or Regional Fire Chief, the Contractor shall provide augmentation for host nation or French Armed Forces outside of CLDJ during emergency or contingency operations.</p> <p>The Contractor shall complete and submit Fire Suppression Self-Assessment Reports documenting the results of drills as specified in the applicable SOPs within per Section F.</p>	<p>Fire suppression dispatch calls are responded to within the specified time limits.</p> <p>Frequency of drills and exercises complies with SOPs.</p> <p>Self-assessment Reports are accurate, completed on time and submitted as specified.</p>
3.2.3.1.	Structural	The Contractor shall provide structural fire suppression services to ensure structural fires are extinguished in a timely manner and injuries, loss of life, and damage to property are minimized.	<p>The Contractor shall perform structural fire suppression per SOPs.</p> <p>The contractor shall develop a SoS utilizing a staffed engine and staffed tele-squirt as their primary structural response means. The SoS shall articulate how other vehicles/staffing will be utilized to augment structural operations.</p> <p>The Contractor shall comply with allowable response times specified in DoD Instruction 6055.6 with exceptions for specialized structural fire fighting apparatus and hazardous materials</p>	<p>Structural fire suppression procedures comply with SOPs.</p> <p>All structural fire dispatch calls are responded to.</p> <p>Initial structural fire dispatch calls response are made within five minutes and remaining units arriving within ten minutes of receipt of call.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			emergency response vehicles, which will respond as called upon by the Incident Commander or Dispatch with promptness.	
3.2.3.2.	Aircraft	The Contractor shall provide ARFF fire suppression services to ensure aircraft fires are extinguished and injuries, loss of life, and damage to property are minimized.	<p>The Contractor shall perform aircraft fire suppression per SOPs.</p> <p>The Contractor shall provide appropriate response to announced emergency calls per SOPs to the designated area on the airfield, and remain in a standby posture, to provide immediate fire suppression service in the event of a crash or other aircraft emergency incidents.</p> <p>The Contractor shall provide support to aircraft incidents investigations as requested by the DoD Aircraft Investigation Board.</p> <p>Live fire training requirements will be met utilizing MAFT's provided by the government.</p> <p>All tools, equipment and PPE will be inventoried and maintained in accordance with manufacturers directives.</p>	<p>Aircraft fire suppression procedures comply with SOPs.</p> <p>All aircraft fire suppression personnel are certified and trained per the Contractor's Certification and Training Plan.</p> <p>All ARFF live fire and academic training will be documented in the ESAMS Training Area.</p> <p>ARFF apparatus respond to announced emergency within one minute after prepositioning at the designated area on the runway.</p> <p>ARFF apparatus response to an unannounced emergency within three minutes (ART).</p> <p>All ARFF equipment testing & expiration dates documented and maintained in ESAMS E-Tracker area.</p>
3.3.	Fire Prevention Services	The Contractor shall provide fire prevention services to ensure fire risks are identified, documented, and mitigated in a timely manner.	<p>The contractor shall develop a local installation Fire Prevention Instruction outlining all specific inspection, reporting procedures and emergency contacts at CLDJ</p> <p>The Contractor shall provide and maintain fire prevention and code enforcement programs that promote and educate the public on fire prevention, life safety, fire code compliance, fire risk reduction and control of fires and other hazards.</p> <p>The Contractor shall implement</p>	<p>Fire prevention services comply with SOPs.</p> <p>Appropriate fire prevention measures are executed within the specified time.</p> <p>Fire prevention records and documentation are accurate and complete.</p> <p>There are no more than</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>and execute existing integrated fire prevention programs with local communities.</p> <p>The Contractor shall perform fire prevention inspection services to ensure facility compliance with applicable UFC's and NFPA codes.</p> <p>Facility inspection frequency shall be IAW OPNAVINST 11320.23G.</p> <p>Reports of inspections findings shall be recorded in ESAMS within 1 day after inspection.</p> <p>Facility ORM Plan template will be provided by Region.</p> <p>The Contractor shall provide and maintain fire prevention and code enforcement programs that promote and educate the public on fire prevention, life safety, fire code compliance, fire risk reduction and control of fires and other hazards.</p>	
3.3.1.	Fire Extinguisher Exchange Program	The Contractor shall exchange and service handheld fire extinguishers to ensure operable extinguishers are available at all times.	<p>The Contractor shall replace and service hand held fire extinguishers as required.</p> <p>The fire extinguisher inventory is provided in J-0402000-06.</p> <p>Informational Note: It is estimated there will be approximately 360 fire extinguisher exchanges annually.</p>	Operable handheld Fire extinguisher will available for exchange at all times.
3.4.	Public Education	The Contactor shall provide public education services to ensure awareness is promoted and training is conducted to minimize risk of death and injury resulting from disasters, accidents, and fires.	<p>The Contractor shall develop and implement public education programs per SOPs.</p> <p>The Contractor shall develop public educational materials and programs for DoD personnel and dependents residing or working on DoD installations or in Government-leased facilities, as specified in SOPs. These programs shall inform and educate individuals as to their</p>	<p>Public education services comply with SOPs.</p> <p>Sufficient public education courses are scheduled to accommodate the applicable customer personnel.</p> <p>Content of public education courses meet established curriculum and guidelines as specified in SOPs.</p>

0402000 - Fire and Emergency Services				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>responsibilities in fire prevention, public safety, disaster preparedness, and life saving measures.</p> <p>The Contractor shall schedule and conduct public education training classes in a manner that will attract the maximum audience possible and maintain attendance records for review by KO upon request.</p>	<p>No less than 50% of the population served has received public education training.</p>
3.5.	Fire Investigation	<p>The Contractor shall provide fire investigation services to ensure proper investigation of fire related incidents and reports are complete and accurate in a timely manner.</p>	<p>The Contractor shall perform fire investigation for all fire related incidents.</p> <p>The Contractor shall investigate each fire related incident to determine probable cause and origin, and complete a Fire and Emergency Incident Response Report in accordance with the NFIRS format per Section F.</p> <p>Fires or related emergencies causing damage of \$500K or more, are of unusual origin, or result in loss of life or serious injury to personnel shall be reported per Section F by completing an Initial Fire Incident Report as specified in OPNAVINST 11320.23, Appendix B.</p> <p>The Contractor shall complete a Fire Investigation Report for all fires involving loss of life, multiple serious injuries, property damage, fire protection systems failure, fire bombings, fire sabotage or critical operations or incidents. Fire Investigation Reports shall be prepared in accordance with requirements specified in NFPA 921 and per Section F.</p> <p>Fires that may involve criminal activity shall be reported immediately to the Naval Criminal Investigative Service through the chain of command.</p>	<p>Fire investigations comply with SOPs.</p> <p>All reports are accurate, complete, and submitted as specified.</p> <p>All fire incidents involving possible criminal activity are reported as specified.</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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 0403000 PUBLIC SAFETY

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1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to provide emergency management services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	The intent of 0403000 Emergency Management is to specify the requirements for Emergency Management.

0403000 –Emergency Management Services		
Spec Item	Title	Description
2	Management & Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0403000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to provide EM services.
2.2.1	Certification and Training	Specific certification and training requirements are addressed in Spec Item 3.
2.2.2	Security Clearance Requirements	All Contractor personnel shall be U.S. citizens and shall hold or be eligible to obtain through the adjudication process a Secret security clearance.
2.3	Contingency Operations Requirements	During and immediately following natural or manmade disasters, the Contractor, when requested by the KO and in conjunction with the Government EMO, shall redirect its personnel, equipment, and supply assets to directly support the EMO as required during response and recovery operations.
2.4	Records and Reports	Records and reports are listed in Section F of the solicitation. The Contractor shall submit accurate and complete documents within the required timeframes.

0403000 – Emergency Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide emergency management (EM) services to ensure preparedness, mitigation, response, and recovery can be effected prior to, during, and following any natural and manmade emergency in a proper and timely manner.	<p>The mission of the CLDJ Emergency Management office is to prevent and mitigate the effects of a natural or manmade emergency that potentially could impact the mission of CLDJ through proper preparedness of its personnel, equipment and facilities. In the event of an emergency, the EM office mission is to provide the appropriate response to minimize loss of life and property, to sustain operations, and to quickly recover from the emergency.</p> <p>The Contractor shall support the Emergency Response Readiness Program and the CBRNE-D Program under the cognizance of the CLDJ EMO by providing planning and administrative support, exercise and contingency support, training support, material management support, and vulnerability assessment support to the CLDJ EMO.</p>	<p>Exercises effectively demonstrate the installation's ability to respond to a potential natural or manmade emergency.</p> <p>Training is effective in preparing appropriate personnel to respond to a potential natural or manmade emergency.</p> <p>Necessary quantities of material, equipment and supplies are maintained current, functional and operational.</p>
3.1.	Program Threat Assessment, Planning and Administrative Support	The Contractor shall provide program threat assessment, planning and administrative support to ensure threat is mitigated and effective EM program policy and references are addressed, maintained, communicated and accessible in a proper and timely manner.		Required actions are complete and within specified times.
3.1.1.	EM and CBRNE Threat Assessment	The Contractor shall perform EM and CBRNE threat assessment to ensure threat is continuously assessed and reasonably mitigated.	The Contractor shall provide EM and CBRNE-D operational subject matter expertise (SME) to assess and recommend mitigations to the EMO, Public Safety Office, and CO during all FPCONs.	Recommended mitigations are reasonable and provided within specified time.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Recommend mitigating actions are provided verbally and in writing within ten minutes of the requested time or due date.	
3.1.2.	Program Planning	The Contractor shall perform program planning to ensure equipment requirements are identified and EM plans and annexes are developed and implemented in a proper manner.	<p>The Contractor shall provide EM expertise to develop, maintain and implement EM plans and their annexes for CLDJ, airfield, and ammunition supply point (ASP). Plans shall incorporate US, coalition and Host Nation (if applicable) roles and responsibilities. Plans shall address command and control, equipment sustainment, training, exercise, coordination and liaison requirements. EM plans shall at a minimum address the formal EM phases of mitigation, preparedness, response, and recovery.</p> <p>The Contractor shall review and update Plans and annexes IAW DOD 6055.17</p>	EM plan and annexes are maintained current and complete as specified.
3.1.3.	Maintain Command Directives	The Contractor shall maintain command directives to ensure effective policy and procedures for the EM Program are stated in a proper and timely manner.	<p>A listing of current command directives is provided in J-0403000-02.</p> <p>The Contractor shall provide support in preparing for publication, command directives, instructions, manuals, and plans that comply with CNIC INST3440.17 and applicable Federal and local laws and directives.</p> <p>The Contractor shall monitor regulations and directives issued by higher authority, assist with development of new command directives, when applicable.</p>	<p>Command directives are current and complete as specified.</p> <p>New and revised command directives are received within specified times.</p> <p>Plans document actions that could reasonably mitigate potential hazards to personnel and property.</p>
3.1.4.	Attend Meetings	The Contractor shall attend meetings to ensure representation is actively provided and information is communicated and documented in a proper and timely manner.	The Contractor shall attend meetings for councils and committees, record and distributes meeting minutes to members and other interested parties within five working days following the meeting date, monitor and notify applicable parties of status of action items	<p>All required meetings are attended as specified.</p> <p>Minutes are received by appropriate parties within specified time.</p> <p>Meeting files are complete and accurate.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>at upcoming meetings, and maintain such meeting files as appropriate.</p> <p>The Contractor shall attend and participate in other meetings, briefings, seminars, workshops, and symposia requested by the EMO and directly related to the EM program, as appropriate.</p>	
3.1.5.	Maintain Technical Library	The Contractor shall maintain the technical library to ensure EM program related documents are made available to all supported customers in a proper manner.	<p>The current inventory of the EM program technical library is provided in J-0403000-03.</p> <p>The Contractor's technical library shall contain all current, applicable, EM-related DoD, Navy, Federal, host nation, and local laws and regulations, directives, publications and other related information.</p> <p>The Contractor shall maintain current technical manuals, technical orders, and field manuals for specific EM program equipment to include all operational and safety changes as issued.</p> <p>The Contractor shall provide a written plan that identifies how the technical library will be made accessible to supported customers per section F.</p>	Technical library resources are complete, current and accessible.
3.2.	Emergency Dispatch Center (EDC) Operation	The Contractor shall provide EDC operation services to ensure incoming calls, alarms and detections are recorded and responded to in a proper and timely manner.	<p>EDC services include receiving calls, monitoring alarm and detection systems, radio transmissions, performing required notifications, dispatching appropriate response, and recording all dispatching activities.</p> <p>The Contractor shall operate the EDC 24 hours per day, seven days per week with qualified personnel per DODI 6055.06M to meet response requirements. The Contractor shall provide a minimum of two EDC qualified personnel, working a maximum</p>	<p>EDC is operated with staffing and within hours specified.</p> <p>EDC logs are current, accurate and available electronically to the EMO.</p> <p>EDC operators are trained and certified as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>of 12 hours per shift.</p> <p>The Contractor shall support field operations including integrated exercises as part of daily routine operations.</p> <p>The Contractor shall enter dispatch log entries electronically and make logs accessible to the Government.</p> <p>The Contractor shall develop and implement a certification and training plan for EDC operators to include Public Safety Telecommunicator 1 & 2 training courses that are Pro Board or IFSAC certified. Per section F.</p> <p>The Contractor may be required to revise and update the training plan semi-annually to accommodate changes in operational requirements.</p>	
3.3.	Exercise Support	The Contractor shall provide exercise support to ensure applicable personnel are able to perform assigned responsibilities prior to, during, and following a natural or manmade emergency in a proper and timely manner.	The Contractor shall provide assistance with developing and maintaining current an annual exercise plan based on the current threat assessment that addresses exercises by type, duration and participation of all applicable personnel.	Self-assessment and audits confirm sufficient exercises demonstrate the installation’s ability to respond to potential natural and manmade emergencies.
3.3.1.	Develop Exercises	The Contractor shall develop exercises to ensure ability of the installation to respond to potential natural and manmade emergencies can be demonstrated in a proper and timely manner.	<p>The Contractor shall assist in developing and coordinating internal exercises to test EM and CBRNE-D operations and procedures to include two types of exercises: Camp defense and tabletop exercises.</p> <p>The Contractor’s exercises shall replicate potential natural and manmade hazards and test those mission essential tasks (METs) identified by the EMO.</p>	<p>Exercises are comprehensive and test METs as specified.</p> <p>Exercises are coordinated as specified.</p> <p>ORM plans submitted as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall develop exercises per existing DoDINST, OPNAVINST, CNIINST, OSHA, NFPA, and installation guidelines, standards, and regulations.</p> <p>The Contractor shall plan Emergency Response Team Exercises and prepare an Operation Risk Management (ORM) Plan. The Plan shall be submitted to the EMO for approval prior to each high risk exercise.</p>	
3.3.2.	Conduct and Evaluate Exercises	The Contractor shall conduct and evaluate exercises to ensure applicable personnel are able to perform assigned responsibilities prior to, during, and following a natural or manmade hazard in a proper and timely manner.	<p>The Contractor shall conduct and evaluate up to three exercises per quarter each year which cover all four types of exercises.</p> <p>The Contractor shall observe all training evolutions, provide a self-evaluation (AAR) of the effectiveness of each exercise, and report those findings per Section F.</p>	<p>Exercises are conducted per installation training team annual plan.</p> <p>Lessons-learned are submitted within specified time.</p> <p>AARs are reasonably accurate, complete, and submitted within specified time.</p>
3.3.3.	Track Corrective Actions	The Contractor shall track corrective actions to ensure hazards are abated and deficiencies are corrected in a timely manner.	<p>The Contractor shall identify and monitor corrective actions addressed in AARs following completion of exercises.</p> <p>Corrective actions include all actions taken to rectify or augment operational procedures, protocols, and or policy.</p> <p>The Contractor shall monitor the implementation of corrective actions, document their status, and provide notification of such status to affected customers.</p>	<p>Corrective actions are identified per the installation training team annual plan.</p> <p>The status of corrective actions is maintained current per the installation training team annual plan.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.4.	Training Support	The Contractor shall provide training support to ensure training of personnel is developed, conducted, tracked, and reported in a proper and timely manner.	<p>The Contractor’s training requirements shall comply with Section 1, Standard 8 of CINCINST 3440.17, Navy Installation Emergency Management (EM) Program Manual (Volume 1), for Group 2 designated installations.</p> <p>The Contractor shall develop and maintain current an annual training plan that addresses training needs of all U.S. military, DoD civilian employees and DoD contractors, Third Country Nationals (TCNs) and Djibouti Grade (DG) employees by student command identifying training requirements, training cycle, methods of delivery, and appropriate syllabus course outlines for estimated student populations.</p> <p>The Contractor shall submit the annual training plan per Section F.</p> <p>The current inventory of the EM program training library is provided in J-0403000-03.</p> <p>The Contractor shall maintain a training library containing current educational and promotional materials for access by, and loan to, supported customers. The training library shall be accessible to customers during regular Government working hours from 0800 to 1630, Sunday through Thursday.</p>	<p>Training records and audits confirm that personnel are fully trained and qualified to effectively accomplish their assigned responsibilities.</p> <p>Training plan is complete, accurate, and submitted within specified time.</p> <p>Training library is maintained current and accessible during the specified operating hours.</p>
3.4.1.	Develop Training	The Contractor shall develop training to ensure supported customer personnel are knowledgeable to perform assigned responsibilities safely and in compliance with applicable directives	<p>The Contractor shall assist the EMO in writing training plans, lesson outlines, instructor lesson plans, and other training related materials for CLDJ Emergency Response Organizations.</p> <p>The Contractor shall develop mission oriented and</p>	Training is comprehensive and complete as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		and standards.	<p>familiarization training for CLDJ Emergency Response Organizations tailored to unit mission and personnel category.</p> <p>The Contractor shall develop EM and CBRNE training courses including training in military and commercial off the shelf (COTS) and Government off the shelf (GOTS) specialized detection, monitoring, and sampling equipment.</p> <p>The Contractor shall provide hazardous materials training in accordance with 29 CFR 1910.120, National Fire Protection Association (NFPA) 471, 472, and 473 to applicable personnel.</p> <p>The Contractor’s CBRNE program training materials shall focus on conducting decontamination, surveillance, and reconnaissance operations. The Contractor’s training materials shall be developed per existing DoDINST, OPNAVINST, CNICINST, OSHA, NFPA, and installation guidelines, standards, and regulations.</p>	
3.4.2.	Conduct Training	The Contractor shall conduct training to ensure educational needs of applicable students are satisfied in a proper and timely manner.	<p>The Contractor shall provide qualified instructors having requisite knowledge of the subject area to deliver training.</p> <p>The Contractor’s credentialing and certification of students shall only be conducted by fully qualified and approved instructors who have met Occupational</p>	<p>Student population is trained by qualified instructors on the scheduled dates per Contractor’s training plan.</p> <p>No more than two validated unsatisfactory rated student evaluations are received per month.</p>

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			<p>Safety and Health Standards for General Industry.</p> <p>The Contractor shall provide up to ten EM training sessions per month and during other periods as deemed necessary by the EMO. Quarterly EM and CBRNE continuing education training is available for Category 1 and 5 personnel. Personnel in Categories 2 through 4 shall be trained during initial indoctrination training.</p>	
3.4.3.	Maintain Training Database	The Contractor shall maintain a training database to ensure training provided is documented in a proper and timely manner.	<p>The Contractor shall maintain a training database current through revision following each class to include all training data.</p> <p>The Contractor shall submit verbal and written reports in response to training database queries from the EMO within two hours following request.</p>	<p>Training database is current, accurate and complete as specified. Reports are accurate, complete and provided within specified time.</p>
3.5.	Material Management Support	The Contractor shall provide material management support to ensure material, equipment and supplies are maintained in a proper and timely manner.	<p>The Contractor shall manage the military, commercial off-the-shelf (COTS), and government off-the-shelf (GOTS) specialized detection, monitoring, and sampling equipment.</p> <p>The Contractor shall submit an equipment management report per section F containing a</p>	<p>Equipment maintenance is accomplished per the Contractor's program and work schedule.</p> <p>Equipment management report is complete, accurate and submitted within specified times.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			current list of equipment, status of equipment, date of required calibration, and at any time within two hours following request.	
3.5.1.	Equipment Maintenance	The Contractor shall perform life-cycle maintenance to EM equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The emergency management equipment inventory is provided in J-0403000-04.</p> <p>The Contractor shall perform any repairs up to a limit of liability of \$250 per PM occurrence.</p> <p>The Contractor shall notify the KO of repair work beyond the limit of liability of PM per the requirements specified in Annex 2. Excessive or repeated breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM schedule and unaccomplished PM report per section F.</p>	<p>The Contractor's PM program is submitted within 30 calendar days following contract award.</p> <p>PM is accomplished per the Contractor's program and work schedule.</p>
3.5.2.	Warehousing	The Contractor shall perform warehousing to ensure the protection and accountability of materials, equipment and supplies in a proper and timely manner.	The Contractor shall implement policies and procedures to maintain the inventory accuracy and accountability of supplies by category defined by CNICINST 3440.17 and standard Navy supply directives and doctrine.	<p>All materials, equipment and supplies are accounted for as specified.</p> <p>No damage to or loss of materials, equipment and supplies due to Contractor negligence.</p> <p>Containers are correctly</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall establish and maintain proper storage practices, management and control of HAZMAT per 29 CFR 1910, Occupational Safety and Health Standards, 49 CFR Part 172, OPNAVINST 5090.1, NAVSUP P-722, Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) Manual, and NAVSUP P-573, Storage and Handling of Hazardous Materials.</p> <p>The Contractor shall verify and record quantity, quality, security codes, sensitivity of supplies, NSN, part numbers, substitute stock numbers as applicable, appropriate packaging and shelf life for all materials, equipment and supplies maintained in storage.</p> <p>The Contractor shall conduct and record inventories of equipment to include CBR and non-CBR equipment on a quarterly basis. CBR equipment inventories shall be maintained and tracked through the CBR OSIM program.</p>	labeled and identified.
3.6.	Self-Assessment Support	The Contractor shall provide self-assessment support to ensure the EM program is in	The Contractor shall develop a self-assessment plan that addresses all key	Self-assessment plan is comprehensive and submitted within 30 calendar days following

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		<p>compliance with CNIC installation standards in a proper and timely manner.</p>	<p>EM program elements and assigns responsibility and accountability per Section 1, Standard 4, of CNICINST 3440.17. The self-assessment plan shall identify processes to be used to identify program elements and assessment plans for each element, scheduling, conducting, and documenting the assessment, and methods for adjusting and improving program elements.</p> <p>The Contractor shall submit the self-assessment plan per section F.</p> <p>The Contractor shall conduct an annual self-assessment in coordination with the installation Naval Security Force (NSF) and submit a written Vulnerability Assessment and Mitigation Report with findings and recommendations for improvement to applicable parties for implementation consideration and the KO with copy to the EMO for review.</p> <p>The assessment report shall address all aspects of emergency response, consequence management, and CBRNE-D related issues and include vulnerability operational risk mitigation recommendations.</p>	<p>award.</p> <p>Self-assessment is conducted annually per the Contractor’s established self-assessment plan.</p> <p>Self-assessment evaluation report is complete and submitted within 30 calendar days following completion of the annual self-assessment.</p>
3.7.	Preventive Maintenance (PM) Program	The Contractor shall develop and implement a PM program for the emergency management systems to ensure proper operation, minimize	The Contractor shall perform all software updates, system maintenance and repairs to the emergency management system and equipment listed in J-0403000-05.	<p>Maintenance is accomplished in accordance with the Contractor’s PM program and work schedule.</p> <p>PM is performed in</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		breakdowns, and to maximize useful life.	<p>The Contractor shall develop and submit a PM program per Section F.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$500 per occurrence in direct material and labor cost under the recurring work portion of the contract. Incidental repairs work performed under maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or non-recurring work task orders may be issued for repairs exceeding the incidental repairs limit.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>The PM program shall provide an economical approach to manufacturers' recommended procedures, OEM standards, and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p>	accordance with manufacturers' recommended procedures and OEM standards.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule per Section F.</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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 0501050 AIR OPERATIONS

0501050 – Airfield Facilities	
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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material and equipment required to perform airfield facilities services at Camp Lemmonier, Djibouti (CLDJ) and Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 0501050 Airfield Facilities is to specify the requirements to perform airfield operations. Included are services such as airfield operations (T-line services), aviation safety programs, and equipment maintenance. The following services are not included in this Template:</p> <ul style="list-style-type: none"> • Repair and sustainment of airfield lighting systems is included in the 1502000 Facility Investment

0501050 – Airfield Facilities		
Spec Item	Title	Description
2.	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are provided in J-0501050-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, necessary experience and skills required for efficient and safe airfield operations and maintenance and repair in support of airfield facilities services. Contractor personnel are required to be U.S. citizens or TCN's (Third Country Nationals). A Secret security clearance is required for the Air Operations Manager, CDDAR Manager, and Senior Supervisor.
2.2.1	Air Operations Manager Availability	The Contractor shall provide an Air Operations Manager that is on-site during regular Government working hours and otherwise available within 30 minutes 24/7.
2.2.2	CDDAR Program Manager	The Contractor shall provide a full-time CDDAR Program Manager that is reachable 24/7 in case of an airfield incident.
2.2.3	Certification and Training	Specific certification and training requirements are addressed below and in OPNAVINST 4790.2.
2.2.3.1	Airfield Vehicle Operators Instruction Course (AVOIC) Training	Contractor personnel responsible for operation of vehicles on the airfield must complete AVOIC training and receive a license to operate vehicles on the airfield. AVOIC training and licensing is provided by the Contractor, conducted in accordance with NAVAIR 00-80T-114 and must be scheduled with the ATM. Records of completed AVOIC training and licensing shall be maintained by the Contractor and made available for review by the KO, Air Operations Officer and/or Operations Officer upon request.
2.2.3.2	GSE Operator's License	Contractor personnel operating GSE shall be licensed per OPNAVINST 4790.2, The Naval Aviation Maintenance Program (NAMP) Volume V and have in their possession a valid U.S. Government "USN" Aviation Support Equipment Operator's Identification Card or an OPNAV Form 4790/102 (Yellow card) for the GSE being operated.
2.3	Government Furnished Items	Airfield operations equipment is Government furnished and shall be maintained and repaired by the Contractor up to the Contractor's limit of liability.
2.4	Airfield Safety	The Contractor shall comply with all safety regulations per OPNAVINST 5100.23, Shore Safety Manual and OPNAVINST 3750.6, Naval Aviation Safety Program. All personnel working on airfield facilities shall use required Personal Protective Equipment (PPE).
2.5	Priority of Service	The Contractor shall provide airfield facilities services based on the following descending priorities list, which may be modified as coordinated by the Government: <ul style="list-style-type: none"> ... Search and Rescue (SAR) aircraft ... Medical Evacuation (MEDEVAC) aircraft ... DoD Tactical/Operational Aircraft ... Air Mobility Command (AMC) missions based on DoD Transportation Movement Priority System as defined in Joint Publication 4-01 and assigned by United States Transportation Command (USTRANSCOM) through 618th Air and Space Operations Center (ASOC) (Tanker/Airlift Control Center (618 TACC)) ... Other DoD or US Government aircraft ... Commercial aircraft under DoD control ... Allied government aircraft ... Civilian aircraft
2.6	Communications	The Contractor shall establish telephone and radio contact with the Djibouti ATC tower at the Ambouli International Airport. Due to safety considerations and regulations, it is mandatory that Contractor personnel shall be able to speak English fluently and enunciate clearly.

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Spec Item	Title	Description
2.7	References and Technical Documents	References and Technical Documents are listed in J-0501050-02.
2.8	Records and Reports	Records and reports are listed in Section F of the solicitation.

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3	Recurring Work	The Contractor shall provide airfield facilities services to ensure aircraft are supported in a proper, safe and timely manner.	<p>The Contractor shall ensure airfield activities are in compliance with established policies and directives listed in J-0501050-02.</p> <p>The Contractor shall comply with OPNAVINST 3710.10 NATOPS, OPNAVINST 3750.6 Naval Aviation Safety Program, NAVAIR 00-80T-114, NAVAIRINST 4790.2 and NAVAIR 00-80T-113.</p> <p>The Contractor shall provide Airfield Facilities services in support of the Department of Defense (DOD) Aircraft to include but not limited to all US Government owned or operated aircraft, US sponsored foreign Government or civil aircraft, commercial contract aircraft and commercial tendered aircraft at CLDJ.</p> <p>The Contractor shall facilitate on-time aircraft arrivals/departures and maintain the ability to provide sustained operations for a working Maximum on Ground (MOG) capability of two (2) wide-body aircraft or equivalent thereof, as defined in J-0501050-01.</p> <p>The Contractor shall coordinate use of airfield facilities and United States customs clearance requirements with CLDJ designated personnel.</p>	<p>Aircraft arrivals, servicing, and departures are properly supported within the specified time.</p> <p>Airfield facilities services are provided without personnel, equipment and aircraft accidents or malfunctions due to Contractor negligence.</p> <p>Safety programs are properly executed to mitigate hazards.</p> <p>Airfield equipment is maintained and repaired to sustain a fully functional and operable condition as specified.</p>
3.1	Airfield Operations	The Contractor shall provide airfield operations services to ensure aircraft arrive, receive services properly and depart in a safe and timely manner to support the air operations mission.	<p>The Contractor shall comply with operations and safety procedures per NAVAIR 00-80T-96 and the applicable aircraft NATOPS manual.</p> <p>The Contractor shall direct all aircraft ground operations using hand signals to communicate with aircraft pilot per NAVAIR 00-80T-113, Aircraft Signals NATOPS Manual.</p> <p>Air operations services shall be</p>	<p>Aircraft arrivals, servicing and departures are properly supported within the specified time.</p> <p>Airfield operations services are provided without personnel, aircraft accidents and/or malfunctions due to Contractor negligence.</p> <p>No more than four</p>

0501050 - Airfield Facilities				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>performed per NAVAIR 00-80T-114, Air Traffic Control Facilities Manual (NOTAL), AFOSH 91-100, AFI 11-218, AFI 21-101, applicable aircraft technical orders and host nation regulatory guidance.</p> <p>The schedule of aircraft arrivals and departures, along with services required, is available on the PPR logs. All logistics aircraft are to be coordinated with the ATOC. Notifications of unscheduled logistic flights and changes will be coordinated with the ATOC.</p> <p>The Contractor shall provide the customer survey form found in J-0501050-03 to all aircrew and submit a summary report of customer satisfaction per Section F.</p> <p>Historical data on airfield operations services is provided is provided in J-0501050-04.</p>	<p>validated aircrew complaints are received per month.</p>
3.1.1	Arrival Services	The Contractor shall provide arrival services to ensure transient aircraft are guided and directed to designated areas in a safe and timely manner.	The Contractor shall assign parking locations for transient aircraft in designated apron areas except when specified by the Air Operations Officer.	<p>Aircraft arrivals are properly supported within the specified time per GATES user manual or applicable aircraft TO.</p> <p>Arrival services are provided without personnel, equipment and aircraft accidents or malfunctions due to Contractor negligence.</p>
3.1.1.1	"Follow-Me" Services	The Contractor shall provide "Follow-Me" services to ensure transient aircraft and other escorted vehicles are safely guided to designated areas in a timely manner.	<p>The Contractor shall dispatch a "Follow-Me" vehicle when requested by ATC to lead transient aircraft to designated areas. All "Follow-Me" operations shall adhere to ATC directions.</p> <p>"Follow-Me" vehicles shall have radios to communicate with ATC and be equipped with an orange rotating beacon, fire extinguisher and chocks.</p> <p>In addition to guiding all transient aircraft, the Contractor shall dispatch a "Follow-Me" vehicle upon request</p>	<p>"Follow-Me" vehicle arrives at the designated taxiway 10 minutes prior to the transient aircraft turning off the runway.</p> <p>"Follow-Me" vehicle provided within five minutes of receipt of request for other vehicles needing escort,</p> <p>Aircraft and other vehicles arrive at designated area without personnel, equipment and/or aircraft accidents or malfunctions due to Contractor negligence.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			by ATC for other vehicles needing escort to include service around parking areas, taxiways and runways.	
3.1.1.2	Aircraft Parking	The Contractor shall provide parking services to ensure transient aircraft are properly and safely directed into assigned parking locations.	<p>The Contractor shall direct taxiing and parking using correct aircraft hand signals per NAVAIR 00-80T-113.</p> <p>The Contractor shall insert wheel chocks when required before pilot shuts down engine and departs cockpit per the applicable aircraft NATOPS manual.</p>	<p>Aircraft arrive at designated parking location without personnel, equipment and aircraft accidents or malfunctions due to Contractor negligence.</p> <p>Aircraft are properly directed to assigned parking locations.</p> <p>Aircraft with suspected hot brakes are taxied to an isolated area as directed by the ODO.</p>
3.1.2	Airfield Support Services	The Contractor shall provide airfield support services to ensure support requirements are provided in a proper, safe and timely manner.	<p>The Contractor shall immediately respond to all aircraft accidents per OPNAVINST 3750.6 and the local Aircraft Pre-Mishap Plan.</p> <p>The contractor shall maintain a supply of flight planning publications (FLIP) as required to support transient crews. Outdated publications due to postal delays shall be annotated as such. The contractor shall validate installation FLIP account at least annually to ensure the correct quantities are on hand.</p>	<p>Airfield support services are provided with qualified operators and proper equipment within the specified time according to GATES user manual or applicable aircraft TO.</p> <p>Airfield support services are completed without personnel, equipment and aircraft accidents or malfunctions due to Contractor negligence.</p> <p>FLIP publication supply maintained as specified.</p>
3.1.2.1	Ground Support Equipment (GSE)	The Contractor shall provide the appropriate GSE with licensed operators to ensure equipment is properly positioned and operated for aircraft support in a safe and timely manner.	<p>The Contractor shall pre-position, connect, operate, disconnect and deposition proper equipment, to include fire extinguishers, ladders, chocks, boarding ramps, powered and non-powered support equipment and cargo handling equipment for aircraft arrival at the parking area per NAVAIR 00-80T-96, Volume V of OPNAVINST 4790.2 and the applicable aircraft NATOPS manual.</p> <p>The Contractor shall install an aircraft boarding ladder or ramp when required.</p> <p>The Contractor shall provide the appropriate GSE with licensed operators for arrivals and departures of transient aircraft, when requested by aircrew or when notified by the ODO.</p> <p>The Contractor shall perform aircraft</p>	<p>Appropriate GSE is pre-positioned no later than ten minutes prior to scheduled arrivals and no later than five minutes after unscheduled arrivals.</p> <p>GSE is operated by licensed personnel in a proper and safe manner as specified.</p>

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			towing coordination when requested by the aircrew.	
3.1.2.2	Aircraft Salvage	The Contractor shall provide aircraft salvage services to ensure disabled aircraft are removed from the airfield in a proper, safe, and timely manner.	<p>The Contractor shall perform aircraft salvage in accordance with NAVAIR 00-80R-20, NATOPS U.S. Navy Aircraft Crash & Salvage Operations Manual (Ashore), and the local Aircraft Pre-Mishap Plan.</p> <p>The Contractor shall provide a Crash Recovery Program designed to remove crashed, damaged, or disabled aircraft from the runway or active taxiway in a minimum amount of time in order to re-open them for operational use. Once the site has been cleared for recovery efforts, heavy equipment may be required to assist in the removal of crashed, damaged or disabled aircraft in addition to the designated recovery equipment on hand. Qualified heavy equipment operators will also be required. At a minimum, the required heavy equipment and services needed to assist in the recovery process would be:</p> <ul style="list-style-type: none"> ... Fire, Emergency and Hazardous Waste Disposal, to include containment, cleanup, hazardous waste disposal for fuel, hydraulics, oil, hydrazine and composite materials. ... Heavy industrial crane (minimum lift capacity 26-ton) ... Semi-tractor truck with 40-foot flat bed trailer; C-130s/HH-60s require a low boy flat bed trailer that rides about 2' off the ground. ... Bulldozer, Forklift, front end loader or equivalent equipment to remove aircraft from runway. ... 24 hour on-call Salvage Team personnel to operate equipment, specially trained in aircraft crash salvage operations – 30 minute response time 	<p>Qualified personnel respond within 30 minutes of receipt of request.</p> <p>Aircraft salvage is completed without personnel and aircraft accidents or malfunctions due to Contractor negligence.</p>

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			<p>for airfield emergencies is required.</p> <p>... Tractors and Towbars for assigned aircraft with personnel trained in towing operations. (in case the aircraft is still towable)</p> <p>... Truck or tractor with a winch (in case the aircraft is in a location where the crane cannot reach...i.e. a ditch far off the paved surface).</p>	
3.1.3	Aircraft Services	The Contractor shall provide aircraft services to ensure service requirements are provided in a proper, safe and timely manner.	<p>The Contractor shall debrief the pilot and aircrew to determine or confirm the services required and complete a transient services request form and request the pilot sign for completion of service requirements.</p> <p>The Contractor shall maintain a file of completed transient service request forms and submit a monthly summary report of aircraft supported and services performed per Section F.</p> <p>The Contractor shall immediately notify fuels dispatch of pilots' request for fuel services.</p> <p>The Contractor shall provide transportation to aircrew members to/from aircraft to any facility within the flight-line perimeter deemed necessary by the aircraft commander for mission accomplishment.</p> <p>The Contractor shall coordinate with appropriate on installation units/organizations and provide transportation to and from aircraft for customs and agriculture inspectors when aircraft cannot be accommodated within a reasonable walking distance of the air terminal.</p>	<p>Aircraft servicing is provided with qualified operators and proper equipment within the specified time.</p> <p>Aircraft servicing is completed without personnel, equipment, aircraft accidents and/or malfunctions due to Contractor negligence.</p> <p>Fuels dispatch is accurately notified upon confirmation of fueling service requirements within ten minutes of aircraft arrival.</p> <p>Operations comply with safety rules per Chapter 10 of NAVAIR 00-80T-109.</p>
3.1.4	Departure Services	The Contractor shall provide departure services to ensure aircraft are started and directed in a proper, safe and timely manner.	The Contractor shall facilitate on-time aircraft arrivals/departures and maintain the ability to provide sustained Airfield Facilities services for a working MOG capability of two (2) wide-body aircraft or the equivalent thereof, as defined in J-0501050-01.	<p>Aircraft departures are properly supported within the specified times per User manual and GATES Mission specific SOE.</p> <p>Departure services are provided without personnel,</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
				equipment, aircraft accidents or malfunctions due to Contractor negligence.
3.1.4.1	Aircraft Start-up	The Contractor shall provide aircraft start-up services to ensure aircraft are started in a proper, safe and timely manner.	<p>The Contractor shall position, connect and operate support equipment during aircraft start-up evolutions per the applicable aircraft NATOPS manual.</p> <p>The Contractor shall direct aircraft start-up evolutions using correct aircraft hand signals.</p>	<p>Aircraft are started to support on-time departure IAW GATES User manual and GATES Mission specific SOE.</p> <p>Aircraft start-up is completed by qualified operators with proper equipment as specified per OPNAVINST 4790.2.</p> <p>Aircraft start-up is completed without personnel, equipment, aircraft accidents or malfunctions due to Contractor negligence.</p>
3.2	Foreign Object Debris (FOD)	The Contractor shall execute the requirements of the FOD program to ensure appropriate actions are taken to minimize hazards to aircraft.	<p>The Contractor shall develop and submit a FOD Prevention Program per Section F.</p> <p>The Contractor shall perform FOD prevention on all airfield areas including runways, ramps, taxiways, taxi lanes and aircraft parking areas located on the military side of the airfield. The Contractor shall perform FOD prevention on the runway at CLDJ when directed by the ATO.</p> <p>Additional FOD inspections and removal are completed when directed by the ATO or AFM. These additional inspection /removals shall be conducted at no additional expense to the Government.</p> <p>The Contractor shall be responsible for daily FOD inspections, routine surveillance for potential FOD hazards. The Contractor shall perform FOD checks.</p> <p>The Contractor shall be familiar with FOD program guidance provided in OPNAVINST 3750.6, OPNAVINST 4790.2, Prevention of Foreign Object Damage to Aircraft Gas Turbine Engines, FAA Advisory Circular 150 series and local instructions.</p> <p>The Contractor shall conduct FOD walk-downs per the Contractors</p>	<p>FOD Program submitted within specified time.</p> <p>FOD program is properly executed to mitigate FOD hazards on existing ramps and taxiways.</p> <p>FOD walk-downs completed as specified.</p> <p>FOD hazards are mitigated as specified.</p>

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			<p>approved FOD Program.</p> <p>The Contractor shall conduct additional FOD inspection and removal whenever the Contractor recognizes the need, as directed by the Government, or FOD is reported by any source. The Contractor shall immediately, upon notification of emergency situations, respond to remove FOD located on specific areas of the airfield.</p> <p>The Contractor shall mobilize all on-duty airfield facilities personnel to conduct large area FOD walk-downs to eliminate FOD material. The Contractor shall perform the large area walk-downs in any area of the flight line where FOD accumulates, with top priority placed on airfield and adjacent surfaces, as directed by the Air Operations Officer.</p> <p>The Contractor shall submit daily and monthly FOD Prevention reports per Section F.</p> <p>The CLDJ FOD area inventory is provided in J-0501050-05.</p>	
3.2.1	FOD - CLDJ	The Contractor shall execute the requirements of the FOD program to ensure appropriate actions are taken to minimize hazards to aircraft.	<p>The Contractor shall perform FOD prevention on all airfield areas located at CLDJ.</p> <p>The CLDJ FOD area inventory is provided in J-0501050-05.</p>	<p>FOD Program submitted within specified time.</p> <p>FOD program is properly executed to mitigate FOD hazards on existing ramps and taxiways.</p> <p>FOD walk-downs completed as specified.</p> <p>FOD hazards are mitigated as specified.</p>
3.2.2	FOD-Chebelley Air Field	The Contractor shall execute the requirements of the FOD program to ensure appropriate actions are taken to minimize hazards to aircraft.	<p>The Contractor shall perform FOD prevention on all airfield areas located at Chebelley Air Field.</p> <p>The Chebelley Air Field FOD area inventory is provided in J-0501050-05.</p>	<p>FOD Program submitted within specified time.</p> <p>FOD program is properly executed to mitigate FOD hazards on existing ramps and taxiways.</p> <p>FOD walk-downs completed as specified.</p> <p>FOD hazards are mitigated as specified.</p>
3.3	AVOIC	The Contractor shall	The Contractor shall conduct AVOIC	Training in conducted per

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Training	provide AVOIC training to ensure personnel operating on the airfield are licensed to operate vehicles and MHE on the airfield.	<p>training and licensing. The contractor shall maintain all records of training, AVOIC completion and licensing.</p> <p>The Contractor shall conduct training classes on an as needed basis. Records of training AVOIC completion and licensing shall be maintained by the Contractor and made available for review by the KO, Air Operations Officer and Operations Officer upon request.</p> <p>The Contractor shall provide license reprints for any lost or damaged licenses.</p> <p>Historical AVIOC licensing data is provided in J-0501050-04.</p>	<p>Contractor's schedule.</p> <p>Training records are accurate and complete and made available for review by the KO, Air Operations Officer and Operations Officer upon request.</p>
3.4	Airfield Equipment	The Contractor shall inspect, operate, maintain, and repair airfield equipment to ensure equipment is fully functional and operational to support the air operations mission.	<p>The Contractor shall develop and submit an airfield equipment maintenance plan per Section F.</p> <p>The Contractor's maintenance plan shall include provisions for the preventive maintenance (PM) of GSE. The maintenance plan shall be developed based on OPNAVINST 4790.4, Ships' Maintenance and Material Management (3-M) System Policy, and OPNAVINST 4790.2 and include maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, and the process for the identification of the need for repairs.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's maintenance plan. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a Monthly Maintenance Schedule and Unaccomplished Maintenance Report per Section F.</p>	Work is accomplished per Contractor's program and schedule.
3.4.1	Ground Support Equipment (GSE)	The Contractor shall perform pre-operational checks and O-level maintenance to ensure GSE is available and in a safe and operational condition.	<p>The inventory of GSE is provided in J-0501050-06.</p> <p>The Contractor shall perform pre-operational and O-level maintenance on GSE in accordance</p>	<p>Pre-operational checks and O-level maintenance is performed as specified.</p> <p>Sufficient levels of equipment are in a safe and operational status to perform the services</p>

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			<p>with Volume I and Chapter 18 of Volume V of OPNAVINST 4790.2 and maintenance instructions for applicable GSE.</p> <p>Pre-operational checks shall be completed and documented on the vehicle inspection forms prior to the initial dispatch of the equipment for the duty day.</p>	<p>required.</p> <p>Notification of repair work beyond the scope of O-level maintenance is submitted to the KO within two hours of identification.</p>
3.5	Flight Planning Services	The Contractor shall provide flight plan filing services to ensure continuous safe and reliable on time departures.	<p>The Contractor shall provide flight plan filing services commensurate with the MOG in Spec Item 3.1. The Contractor shall deliver completed DD1810 (flight plan) to base of Djibouti Ambouli Air Traffic Control Tower or via electronic media To ensure safe, continuous on-time departures.</p> <p>Historical data for flight planning services is provided in J-0501050-07.</p>	<p>Flight plan services are provided to ensure on-time departures.</p> <p>Delays due to Contractor oversight are not to exceed more than (2) delayed departures per month.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered on a task order per the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 0501070 AIR OPERATIONS

0501070 – Passenger Terminal & Cargo Handling	
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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, equipment, and other items and services, (except as specified within the contract as Government-Furnished materials, equipment, facilities, services and training) required to perform Air Terminal and Ground Handling Services (ATGHS), as defined in this Performance Work Statement (PWS), at Camp Lemonnier, Djibouti.
1.1	Concept of Operations	<p>The Contractor shall provide Air Terminal and Ground Handling Services (ATGHS) in support of the Defense Transportation System (DTS) to include but not limited to all US Government owned or operated aircraft, US sponsored foreign government or civil aircraft, Coalition Forces aircraft, North Atlantic Treaty Organization (NATO), commercial contract aircraft, international aircraft, and commercial tendered aircraft, at CLDJ . The Contractor shall facilitate on-time aircraft departures and maintain the ability to provide sustained ATGHS for a working Maximum on Ground (MOG) capability of two (2) wide-body aircraft or the equivalent thereof, as defined in J-0501070-0. The intent of 0501070 Passenger Terminal and Cargo Handling is to specify the requirements for ATGHS which includes but is not limited to the following functions: Air Terminal Operations Center; Cargo Handling Services; Passenger and Baggage Services; Records, Reports and Electronic Data Interchange; Fleet Services; Exercises, Deployments/Redeployments; and, Joint Inspection.</p> <p>The following services are not included:</p> <ul style="list-style-type: none"> ... Airfield Operations and T-line Services ... Ground Support Equipment Maintenance ... Aviation Safety Programs <p>The Contractor shall provide ATGHS based on the following descending priorities list, which may be modified as coordinated by the Government:</p> <ul style="list-style-type: none"> ... Search and Rescue (SAR) aircraft ... Medical Evacuation (MEDEVAC) aircraft ... DoD Tactical/Operational aircraft ... Air Mobility Command (AMC) missions based on DoD Transportation Movement Priority System as defined in Joint Publication 4-01 and assigned by United States Transportation Command (USTRANSCOM) through 618th Air Operations Center (Tanker/Airlift Control Center (TACC)) ... Other DoD or US Government aircraft ... Commercial aircraft under DoD control ... Allied government aircraft ... Civilian aircraft

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0501070-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience, and skills required for efficient operation, maintenance, and repair in support of Air Terminal and Ground Handling services. Contractor personnel employed to perform special cargo/registered mail contract requirements shall meet the following criteria: (a) must be a U.S. citizen in possession of a valid U.S. passport and (b) have a successfully completed U.S. National Agency Check (NAC) on file.
2.2.1	Certification, Training and Licensing	<p>Specific certification and training requirements are addressed as follows and in Spec Item 3.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements.</p> <p>The Contractor shall be responsible for all Contractor personnel training, certification, licensing, and proficiency, unless otherwise specified in the contract; and, pay all costs incurred for training required by this PWS for the duration of the contract.</p> <p>Within thirty (30) calendar days after the Pre-Performance conference, the Contractor shall designate in writing to the KO and COR/PAR Contractor personnel performing as Joint Inspectors (JI), hazardous materials inspectors, and/or load planners, and shall provide them a current certificate of completion of the Air Transportation of Hazardous Materials Inspector Course, NOTE: IATA Certification is not an acceptable substitute certification. For those Contractor personnel designated but not qualified or current, the Government will make available, throughout the term of the contract, required Transportation of Hazardous Materials Inspector Course training to enable proper certification of personnel identified as JI, hazardous materials inspectors and/or load planners. The in-residence course is currently held at Ft. Lee, VA and may be held at other locations world-wide.</p> <p>A sufficient number of Contractor personnel shall complete via Web-based Training (WBT) the Air Transportation Hazardous Inspectors Course to maintain required certification to fulfill the requirements of the PWS for the duration of the contract. The Government will coordinate required course registration upon receipt of the Contractor's signed request for Contractor Training. Certification requirements include a final exam to be administered by a certified Test Control Officer. The exam date/time will be coordinated with the COR/PAR. The prerequisite for this course is successful completion of the Transportation of Hazardous Materials Inspector Course.</p> <p>Within thirty (30) calendar days after the Pre-Performance conference, the Contractor shall designate in writing to the KO and COR/PAR personnel performing as Aircraft Load Planners. The Government will provide AMC unique aircraft load planning training during initial familiarization training, IAW AMCI 24-101, V. 22, Attachment</p>

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Spec Item	Title	Description
		<p>5, paragraphs A5.1.2. through A5.1.19. The prerequisite for this course is successful completion of the Air Transportation of Hazardous Materials Inspector Course.</p> <p>Within thirty (30) calendar days after the Pre-Performance conference, the Contractor shall designate in writing to the KO and COR/PAR personnel performing as Joint Inspectors. JI personnel will be provided Government training during the initial familiarization training period and annual training thereafter shall be conducted by the Contractor's qualified JI Instructor, reference requirements AMCI 24-101 V22, Attachment 4 Government Joint Inspector Training Requirements. The prerequisite for this course is successful completion of the Air Transportation of Hazardous Materials Inspector Course.</p> <p>Within thirty (30) calendar days after the Pre-Performance conference, the Contractor shall designate in writing to the KO and COR/PAR personnel performing as JI Instructor(s). The Government will make available, throughout the term of the contract, the Joint Inspector Instructor Qualification (AMC JIIQ) course to facilitate on-sight management of the JI program requirements. The course duration is ten (10) academic days and is currently held at the Expeditionary Center, Ft Dix, NJ and may be held at other locations world-wide. The prerequisite for this course is current JI certification.</p> <p>Contractor personnel shall satisfactorily complete hazardous material handler training IAW AFMAN 24-204(I) and AMCI 24-101 V. 11 prior to the start of the first contract option period. The Contractor shall designate hazardous materials handlers in writing to the KO and COR/PAR.</p> <p>Only licensed personnel shall operate Material Handling Equipment (MHE) IAW AFI 24-301 Chapters 3 and 11, AFJMAN 24-306 and AMC Quality Training Program (QTP) Vehicle/MHE requirements on the Air Force Portal and maintain a valid driver's license.</p> <p>The Contractor shall designate in writing to the KO and COR/PAR 25K loader drivers who will be provided Government training during the initial familiarization training period and training thereafter shall be conducted by the Contractor's K loader instructors IAW AMCI 24-101, Vol. 22, paragraph 7.6.</p> <p>All K-loader and forklift operators performing requirements to load/unload munitions shall be certified IAW AFMAN 91-201 Chapters 7, 8 and 12, and AMCSUP1 to AFMAN 91-201.</p> <p>The contractor shall designate Load Team Chief personnel in writing to the KO and COR/PAR no later than the first day of familiarization training. Load Team Chief personnel will be provided Government training during the initial familiarization training period and annual training thereafter shall be conducted by the contractor's qualified Load Team Chief Instructor IAW AMCI 24-101, Vol. 11, Attachment 6.</p> <p>The Contractor shall designate in writing to the KO and COR/PAR Contractor</p>

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Spec Item	Title	Description
		<p>personnel who handle registered mail and signature service cargo.</p> <p>The Contractor shall designate in writing to the KO and COR/PAR foreign nationals who handle ordinary mail.</p> <p>The Contractor shall designate in writing to the KO and COR/PAR Contractor personnel identified as Global Air Transportation Execution System (GATES) Work Station Area Security Officer (WASO) to perform duties prescribed in GATES User's Manual.</p> <p>All Contractor personnel providing passenger, cargo, and information control services shall be trained in the operation of GATES. Training will be provided by the Government and made available on line.</p> <p>All Contractor personnel shall use required Personal Protective Equipment (PPE).</p> <p><i>Personnel responsible for operation of vehicles on the airfield must complete Airfield Vehicle Operators Instruction Course (AVOIC) training and receive a license to operate vehicles on the airfield. AVOIC training and licensing is provided by the Government and must be scheduled with the Airfield Facilities Manager. Records of training AVOIC completion and licensing shall be maintained by the Contractor and made available for review by the Contracting Officer (KO) upon request.</i></p> <p>Contractor personnel operating MHE shall be licensed per OPNAVINST 4790.2, The Naval Aviation Maintenance Program (NAMAP) Volume V and have in their possession a valid U.S. Government "USN" Aviation Support Equipment Operator's Identification Card, OPNAV Form 4790, for the MHE being operated.</p>
2.3	Special Requirements	The Contractor shall comply with the special requirements as stated below:
2.3.1	Hours of Operation	<p>The Contractor shall perform the services required under this contract to meet all mission requirements to include weekends and holidays, 365 days a year, 24 hours a day. The Contractor shall provide the KO, COR/PAR, TACC, and Airlift Control Centers with the means/information needed to contact the Passenger Terminal and Cargo Handling Terminal Manager or Alternate Manager 24 hours a day. The Passenger Terminal and Cargo Handling Manager or Alternate Manager shall respond to work site within 30 minutes of notification by the Government.</p> <p>During U.S. Federal holidays, the Contractor may provide stand-by/minimum manning personnel when coordinated with the COR, TACC, Airlift Control Centers, and COR/PAR, and approved by the Administrative Contracting Officer (ACO).</p>
2.3.2.	Management Information Systems	<p>Management information systems are addressed as follows:</p> <p>... Integrated Data Environment/Global Transportation Network</p>

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Spec Item	Title	Description
		<p>Convergence (IGC) See Spec Item 3.1.1.</p> <p>... Remote Global Air Transportation Execution System (RGATES): See Spec Items 3.1.1. and 3.1.4.</p>
2.3.3	Security	<p>The Contractor shall establish, document, and execute procedures to comply with requirements cited in AFI 31-601, Chapter 1, paragraph 1.6, Chapter 2, paragraphs 2.1, 2.3, and 2.4, Chapter 3, Chapter 4, paragraph 4.5, Chapter 5, paragraph 5.2.3, Chapter 9, and Chapter 11, paragraph 11.1., and Camp Lemonier local security statutes, regulations, and requirements.</p> <p>The Contractor shall ensure sufficient personnel on duty have appropriate clearances to accomplish all services as specified in the contract.</p> <p>The Contractor shall ensure all Contractor personnel whose work involves access to sensitive unclassified information, Privacy Act Information, Personally Identifiable Information, are U.S. Citizens and have a successfully completed National Agency Check with Written Inquiries (NACI) or Secret Security Clearance on file and obtains a Common Access Card (CAC).</p> <p>Non-Public Information. In performance of this contract, the Contractor may have access to sensitive, non-public information. The Contractor agrees (a) to use and protect such information from unauthorized disclosure IAW Directive-Type Memorandum (DTM) 08-027 - Security of Unclassified DOD Information on Non-DOD Information Systems, 31 July 2009; (b) to use and disclose such information only for the purpose of performing this contract and to not use or disclose such information for any personal or commercial purpose; (c) to obtain permission of the Government Program Manager before disclosing/discussing such information with a third party; (d) to return and/or electronically purge, upon Government request, any non-public, sensitive information no longer required for Contractor performance; and (e) to advise the KO and/or COR of any unauthorized release of such information. Upon request, the Contractor shall have its employees assigned to this contract execute a non-disclosure agreement for delivery to the Government. The Government will require Contractor personnel to sign a non-disclosure statement to protect non-public information of other Contractors and/or the Government.</p> <p>Escort personnel as necessary/requested by KO, COR, or PAR.</p>
2.4	References and Technical Documents	References and Technical Documents are listed in J-0501070-02.
2.5	Records and Reports	Records and reports are listed in Section F of the solicitation.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide Air Terminal and Ground Handling Services (ATGHS) to support scheduled aircraft arrivals and departures to ensure passengers and cargo are processed, handled, loaded, and off- loaded in a safe, secure, and timely manner.	<p>The Contractor shall comply with applicable DoD and other references, instructions, and directives listed in J-0501070-01, AMCI(s) 24-101, DoD 4515.13, and Electronic DoD Foreign Clearance Guide.</p> <p>The Contractor shall facilitate on-time aircraft departures and maintain the ability to provide sustained Air Terminal Ground Handling Services (ATGHS) for a working Maximum on Ground (MOG) capability of two wide-body aircraft or the equivalent thereof, as defined in J-0501070-01.</p> <p>Historical data for Passenger Terminal Services and Cargo Handling Services is listed in J-0501070-03.</p>	<p>Services are provided in a safe and timely manner as specified and IAW with applicable instructions, regulations, policies, and procedures.</p> <p>No incidents of Contractor inability to meet sustained capacity requirement for a working MOG capability of two (2) wide-body aircraft or the equivalent thereof.</p> <p>No more than two (2) aircraft mission departure delays are attributable to the contract monthly.</p>
3.1	Air Terminal Operations Center (ATOC)	The Contractor shall provide a control function that manages all information and terminal resources required to receive, document, plan and move passengers, cargo and mail, to ensure maximum aircraft utilization, timely completion of work, and compliance with required	The Contractor shall coordinate mission planning, control, execution, and prioritize aircraft based on mission requirements. The Contractor shall develop and utilize Sequence of Events (SOE) Checklists IAW GATES SOE Plan Management Window to track required performance within established aircraft ground times, facilitating on-time aircraft departures.	<p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p> <p>All data records maintained in accordance with AMCI 24-101 V6</p> <p>No validated customer complaints.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		procedures and regulations.		
3.1.1	Information Control	The Contractor shall implement information control to ensure information is properly managed in a timely manner.	<p>The Contractor shall ensure information is gathered, processed and disseminated, documentation is properly maintained, proper coordination with required agencies is completed, and briefings are conducted IAW AMCI 24-101, V.9, HQ AMC/A4T policy, messages, memorandums, and directives; GATES: and the Integrated Data Environment/Global Transportation Network Convergence (IGC).</p> <ul style="list-style-type: none"> • Report updated flight/load information to appropriate border clearance agencies, such as Customs, Agriculture, etc. • Pass hazardous material information to appropriate base agencies, such as Safety, Ammo, Fire Department, etc. • Complete Mission Load Report (MLR) IAW, but not limited to AMCI 24-101 V.9. <p>The Contractor shall provide detailed information to COR/PAR concerning any aircraft delay or abort.</p> <p>The Contractor shall report all mishaps and incidents, as well as, unscheduled aircraft remaining overnight (RON) to COR/PAR within 30 minutes of occurrence.</p> <p>The Contractor shall ensure customs and immigration requirements are accomplished.</p>	<p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p> <p>Message and reports are completed/ submitted within required time.</p> <p>Message and reports are accurate.</p> <p>All data records maintained in accordance with AMCI 24-101 V6.</p> <p>No validated customer complaints.</p>
3.1.2	Cape Forecasting	The Contractor shall provide cape forecasting services to ensure schedules are distributed and required clearances are	The Contractor shall provide daily schedules and coordinate required clearances IAW AMCI 24-101, V.9 and Foreign Clearance Guide.	<p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and</p>

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		obtained in a timely manner.	<p>Each day the Contractor shall update, publish and provide daily mission schedules which cover the next seventy-two hour period to agencies specified by COR/PAR. The Contractor shall publish and distribute initial daily mission schedule at 0700L and provide updates (i.e., mission add-ons, cancellations, delays) as required to ensure readiness of terminal resources. The daily mission schedule shall include all aircraft landing and departing airfields.</p> <p>The Contractor shall coordinate inbound and outbound clearance for explosives shipments, hazardous materials shipments and monitor the terminal's explosive movement requirements and capability IAW AMCI 11-208 and AMCI 24-101, V.9, and HQ AMC/A4T policy, messages, memorandums, and directives.</p>	<p>regulations.</p> <p>All required clearances are obtained</p> <p>Schedules are published, distributed and updated within time prescribed</p> <p>No validated customer complaints.</p>
3.1.3	Aircraft Load Planning	The Contractor shall provide aircraft load planning services to ensure cargo and mail are transported in compliance with required instructions/regulations and within required times.	<p>The Contractor shall plan, select, sequence, and monitor each aircraft cargo and mail load in accordance with AMCI 24-101, V. 9, AMCI 24-101 V.11 , AMCI 24-101 V.22, AFMAN 24-204(I), GATES, and applicable Aircraft Technical Orders (T.O.s) and HQ AMC/A4T policy, messages, memorandums, and directives.</p> <p>The Contractor shall obtain</p>	<p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p>

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			<p>passenger deviations when moving hazardous material in accordance with AMCI 24- 101, V. 9.</p> <p>The Contractor shall coordinate and liaison with ACC/Air Transportation Operations (XOGX), and upline/downline stations regarding space block requests for backlog material.</p> <p>The Contractor shall ensure maximum aircraft utilization.</p>	
3.1.4	GATES Sybase Account Management	The Contractor shall perform Sybase Account Assistant duties to ensure compliance with GATES security requirements and timely completion of work.	<p>The Contractor shall maintain GATES local database and correct any discrepancies in coordination with GATES help desk.</p> <ul style="list-style-type: none"> • Immediately request assistance from GATES help desk for software and hardware related problems. Notify the COR/PAR within 15 minutes of occurrence, when loss of GATES functionality exists. Provide at a minimum: trouble ticket number and issues or concerns. • Track all problems to resolution. <p>The Contractor shall establish manual-processing procedures and provide uninterrupted service to the customer when GATES functionality is lost.</p> <p>The Contractor shall conduct a test of manual processing procedures at least once every three months, document results, and provide locally produced Manual Processing Results report. The Contractor shall ensure manual data is entered. The Contractor shall coordinate with the COR/PAR forty-eight (48) hours prior to conducting a manual processing test.</p>	<p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p>

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			<p>The Contractor shall perform GATES WASO duties IAW the GATES User’s Manual.</p> <p>The Contractor shall conduct GATES Server updates. The Contractor shall coordinate with HQ AMC and all GATES users at CLDJ to ensure they are logged off during GATES updates and notify all users when update actions have been completed.</p> <p>The Contractor shall complete any required manual updates when GATES is restored.</p>	
3.2	Passenger and Baggage Services	The Contractor shall provide services to ensure passengers and baggage are accurately processed in a courteous and timely manner to support scheduled arrivals and departures.	<p>The Contractor shall provide passenger counter services including, but not limited to processing of passengers, baggage and passenger/baggage security screening IAW AMCI 24-101, V. 14, Electronic Foreign Clearance Guide, DoDI 4515.13; HQ AMC/A4T policy, messages, memorandums and directives and GATES.</p> <p>The Contractor shall ensure the AMC Commander’s comment system is available to include: a current posted picture, ample supply of blank AMC Form 253 “Air Passenger Comments”, and a locked receptacle. The Contractor shall not accept the completed comment forms directly from passengers. The COR will forward a copy of each completed form to the Contractor who shall respond in writing to all unfavorable comments within five (5) working days after receipt.</p> <p>The Contractor shall advertise the Interactive Customer Evaluation (ICE) System and distribute cards provided by the COR/PAR to</p>	<p>All passengers and baggage are accurately processed and screened in sufficient time to support scheduled departures.</p> <p>No unauthorized personnel or contraband is allowed within the terminal.</p> <p>Validated customer complaints do not exceed 2% of the total customer comment cards received for any given month.</p> <p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p> <p>No validated customer complaints received.</p>

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			<p>each passenger when feasible, making them available where customer service is provided.</p> <p>Contractor personnel shall present a neat standardized appearance; wear clothing bearing the company name/logo and nametag with employee name.</p> <p>The Contractor shall provide technical assistance to AMC customers, including but not limited to advising customers on how to obtain identification cards, leave forms, as well as how to correct discrepancies with travel documents IAW DoD 4515.13, Defense Travel Regulation (DTR) and AMCI 24-101 V.14.</p> <p>The Contractor shall maintain flight information/flight status board in accordance with AMCI 24-101 V. 14, Information Control/Release.</p> <p>The Contractor shall post all required visual aids in accordance with AMCI 24-101, V. 14.</p>	
3.2.1	Passenger and Baggage Processing	The Contractor shall provide passenger and baggage processing services, ensuring passengers are accurately processed in a courteous and timely manner and all baggage is screened and absent of prohibited items.	<p>The Contractor shall process passengers, including, but not limited to, registering, preparing boarding passes, screening baggage, manifesting flights, and providing flight announcements IAW AMCI 24-101, V. 14.</p> <p>The Contractor shall process all passengers and screen baggage within 3 hours of flight departure.</p> <p>The Contractor shall use GATES to check on reservations, register new passengers, and check flight arrivals and departures.</p>	<p>Boarding passes are provided only to authorized and eligible passengers where a seat map is issued.</p> <p>All passengers processed and manifest prepared 30 minutes prior to scheduled aircraft departure.</p> <p>Validated customer complaints do not exceed 2% of the total customer comment cards received for any given month.</p>

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			<p>The Contractor shall weigh, tag, and manifest passenger baggage IAW AMCI24-101, V.14.</p> <p>The Contractor shall ensure all passengers and baggage are screened prior to loading to ensure absence of prohibited items IAW: AMCI 24-101, V.14, and HQ AMC/A4T policy, messages, memorandums, and directives.</p> <p>The Contractor shall ensure personnel are knowledgeable of hazardous materials and dangerous goods that are acceptable or unacceptable to be carried by passengers in carry-on baggage and in checked baggage.</p> <p>The contractor shall assist military customs agents by informing them of departure and arrival times for aircraft parked on the Camp Lemonier ramp and providing passenger baggage screening support.</p> <p>The contractor shall coordinate and assist as necessary local customs and immigrations agents, informing them of departure and arrival times for aircraft parked at the Djibouti International Airport; and, providing passenger screening support, as well coordinate and assist downloading or uploading of passengers and baggage.</p> <p>The Contractor shall immediately notify the Air Ops of any passenger that arrives too late to</p>	<p>Work completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p> <p>Passengers and baggage processed within 3 hours of departures.</p> <p>Passengers and baggage confirmed free of hazardous substances prior to entry into loading area.</p> <p>No unauthorized personnel are allowed aboard aircraft.</p>

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			<p>process in time for departure. Passengers are required to report a minimum of three hours prior to scheduled departure time.</p> <p>Passenger service agents shall provide prompt, accurate, information in a courteous and professional manner. Should a passenger become belligerent, notify the COR/PAR and Security Forces as soon as possible.</p> <p>The Contractor shall protect baggage from inclement weather, to include assembly, transportation and securing in the aircraft or terminal area.</p> <p>The Contractor shall position aircraft stair truck prior to aircraft block-in and engines shut to facilitate passenger and aircrew deplaning.</p> <p>The Contractor shall transport passengers to/from aircraft and assist passengers in boarding and deplaning IAW established (SOE) timelines.</p>	
3.2.2	Baggage Claim Services	The Contractor shall provide baggage claim services to ensure mishandled baggage is recovered and claims for lost, damaged, or pilfered baggage are processed in a courteous and timely manner.	<p>The Contractor shall provide baggage claim services IAW AMCI 24-101, V.14.</p> <p>The Contractor shall provide information and forms to passengers regarding claim procedures for lost, damaged, mishandled, and pilfered baggage.</p> <p>The Contractor shall advise the COR/PAR of any damaged or pilfered baggage reported on arriving DoD/AMC flights within</p>	<p>Reports of lost or damage baggage are processed as specified IAW AMCI 24-101 V. 14.</p> <p>Passengers briefed on claim procedures and provided with appropriate forms within 15 minutes of notification of lost or damaged baggage.</p> <p>Passengers are</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			two hours of completing required documentation/reports.	<p>notified of recovered baggage within 48 hours of recovery.</p> <p>Validated customer complaints do not exceed 2% of the total customer comment cards received for any given month.</p> <p>Work performed and completed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p>
3.2.3	Aircraft Arrivals and Departures	The Contractor shall support scheduled aircraft arrivals and departures to ensure authorized passengers are embarked and disembarked in a safe, secure, and timely manner.	<p>The Contractor shall control passenger boarding to prevent unauthorized passengers and stowaways from entering aircraft.</p> <p>The Contractor shall verify and close out manifests with appropriate copies IAW AMCI 24-101, V.14, GATES, and HQ AMC/A4T policy, messages, memorandums, and directives. The Contractor shall request and receive aircrew permission prior to commencing boarding.</p> <p>The Contractor shall inspect aircraft and immediately report stowaways to security personnel IAW AMCI 24-101, V.14.</p>	<p>Passengers are embarked and disembarked in a safe manner.</p> <p>Disembarking procedures are started within ten minutes of arrival and embarking is completed IAW mission specific SOE to facilitate on-time mission departures.</p> <p>No unauthorized passengers are allowed aboard aircraft.</p> <p>Passengers are kept clear of hazard areas per applicable aircraft NATOPS manual during embarking and disembarking.</p> <p>Manifests are verified and closed out IAW proper procedures and regulations.</p>
3.2.4	Funds Handling	The Contractor shall provide funds handling services to ensure funds are	The Contractor shall perform and document accurate funds handling procedures for passenger	<p>Services provided IAW proper procedures and regulations.</p> <p>Documentation is</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		documented and handled in accordance with required procedures and regulations.	<p>service operations in accordance with AMCI 24-101, Volumes 6 and 14; and HQ AMC/A4T policy, messages, memorandums, and directives.</p> <p>The Contractor shall collect the appropriate fees and financial paperwork.</p> <p>The Contractor shall develop and implement internal funds audit procedures.</p> <p>The Contractor shall refer passengers to appropriate transportation office when Portcall Memorandum and/or Travel Orders/Authorization are in question. The Contractor shall collect copies of Portcall Memorandum and Travel Orders/Authorization from Space Required funded passengers. The Contractor shall forward funds collection documentation to the Government designated revenue processing center.</p>	complete, accurate, legible, and auditable.
3.2.5	Customs and Agriculture Coordination	The Contractor shall coordinate with customs and agriculture officials to ensure necessary clearances are obtained.	The Contractor shall assist passengers in obtaining the necessary border clearances and assist in obtaining the necessary clearances for but not limited to aircrew and mission recovery/support team members.	Customs and agriculture clearances are obtained.

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			<p>The Contractor shall contact Customs to assist passengers who require visa or passport assistance. The COR/PAR must be notified immediately when a border clearance violation occurs.</p> <p>The Contractor shall provide contact information for appropriate consulates, embassies, and/or government agencies to assist passengers who have visa or passport problems.</p>	
3.2.6	Non-Commercial Shuttle Services	The Contractor shall provide shuttle services to ensure personnel are transported between the air terminal and the aircraft, as well as the air terminal to the billeting office, in a safe, secure, and timely manner.	<p>The Contractor shall coordinate with appropriate on installation units/organizations and provide transportation to and from aircraft for customs and agriculture inspectors, aircrew, and passengers when aircraft cannot be accommodated within a reasonable walking distance of air terminal.</p> <p>The Contractor shall meet aircraft on arrival with sufficient vehicles to transport passengers and assist passengers in embarking and disembarking.</p> <p>The shuttle shall be available within ten minutes of aircraft landing and 30 minutes prior to scheduled departure.</p> <p>For arriving passengers, the Contractor shall provide follow-on shuttle transportation from the Air Operations terminal to the billeting office as requested.</p>	<p>Shuttle is operated in a safe, secure manner.</p> <p>Passengers are kept clear of hazard areas per applicable aircraft NATOPS NAVAIR 00-80T-96 manual when transported between terminal and aircraft.</p> <p>Validated customer complaints do not exceed 2% of the total customer comment cards received for any given month.</p>
3.2.7	Commercial Shuttle Services	The Contractor shall provide shuttle	The Contractor shall provide shuttle services (providing	Shuttle is operated in a safe, secure manner.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		<p>services to ensure personnel are transported between CLDJ Air Operations and the Djibouti Ambouli International Airport in a safe, secure, and timely manner.</p>	<p>passenger pick-up and drop off as required) 24 hours per day/7 days per week.</p> <p>The Contractor shall provide shuttle vehicle appropriate to accommodate scheduled passenger arrival/departure load per government reservation list provided 24 hours prior to scheduled aircraft arrival. During scheduled service hours, the driver shall be able to speak and understand English as well as the local language of Djibouti.</p> <p>The Contractor shall adhere to all safety regulations of CLDJ, and the driver shall carry a cell phone or radio capable of contacting CLDJ Air Operations.</p> <p>The Contractor shall ensure the shuttle departs the air terminal no later than two and a half hours prior to scheduled commercial flight departure time.</p> <p>The Contractor shall display a “Camp Lemonnier Shuttle” sign inside the Ambouli terminal to alert arriving passengers that have pre-arranged shuttle service. The driver shall remain inside the terminal until all passengers have cleared customs and assist arriving passengers with initiating lost baggage claims (as required).</p> <p>The Contractor shall provide passengers information and assistance with completing forms regarding lost baggage based on the respective airline guidelines for lost baggage recovery. The</p>	<p>Driver shall not leave the Air Operations building later than two and one half hours prior to the earliest flight departure time of the passenger group more than two times a week.</p> <p>Driver shall not arrive more than 20 minutes after flight arrival more than two times per week.</p> <p>No passengers left behind.</p> <p>Passengers are notified of recovered baggage within 24 hours of recovery.</p>

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			<p>Contractor shall notify the customer and request disposition when commercial airlines notify the Contractor of found baggage. The Contractor shall not be held accountable for damage or pilferage caused by the airline or Ambouli terminal.</p> <p>Upon passenger arrival request, the Contractor shall provide follow-on shuttle transportation from the air terminal to the billeting office.</p>	
3.3	Cargo Handling Services	The Contractor shall provide cargo and mail handling services to ensure cargo and mail is processed and handled in a safe, secure, proper, and timely manner to support scheduled departures and arrivals.	<p><i>The Contractor shall control and record the movement of cargo and mail, provide cargo processing, special handling, and aircraft loading/unloading per AMCI 24-101 V.11, DoD 4515.13, AFMAN 24-204(I), DoD 4500.9R DTR Part II and Part III, AMC/A4T policy messages, memorandums, and directives; and the GATES to include data collection and reporting as required.</i></p> <p><i>The Contractor shall be responsible for handling all Class 1.1 through 1.6.</i></p> <p><i>The Contractor shall ensure personnel handling explosives have been approved by the Base Handling Explosives Board IAW Navy Personnel Ammunition and Explosives Instruction to read OPNAVISNT 8023.24B Navy Personnel Conventional Ammunition and Explosives Handling Qualification and Certification Program and OPNAVINST 8020.14 (series).</i></p>	<p>Cargo is verified safe for shipment and is loaded and unloaded without damage.</p> <p>Cargo is packaged and loaded to prevent damage during shipment IAW AMCI 24-101 V.11.</p> <p>Services performed within time required.</p> <p>Services provided IAW proper procedures and regulations.</p> <p>No validated customer complaints.</p>
3.3.1	Cargo Loading and Unloading and Processing	The Contractor shall provide cargo loading/unloading and processing to ensure	The Contractor shall provide cargo loading and unloading services to ensure cargo is loaded, unloaded, IAW AMCI24-	Cargo is verified safe for shipment and is transported without damage.

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		cargo is safe and authorized for shipment and properly manifested, weighed, and loaded/ unloaded without damage and within required time.	<p>101, V.11 and the applicable aircraft loading manual(s).</p> <p>The Contractor shall assist in the reconfiguration of aircraft, including, but not limited to removing and replacing passenger seats, air transportation galley/lavatory (ATGLs), and portable lavatories.</p> <p>The Contractor shall perform one-for-one exchange of tie-down equipment on aircraft IAW AMCI 24-101 V.11.</p> <p>The Contractor shall use applicable spotting procedures at all times IAW AMCI 24- 101 V. 11.</p> <p>Informational Note: AMC Spotter Training Quality Training Plans will be made available by the PAR.</p> <p>Hazardous cargo handling and loading:</p> <ul style="list-style-type: none"> • Maintain protective clothing and spill kits. • Load hazardous materials for ease of accessibility and inspection for jettison purposes during flight. <p>The Contractor shall provide for movement of high priority cargo for, but not limited to AMC MICAP, VVIP, Green Sheet, Purple Sheet, and 999.</p>	<p>Cargo is packaged and loaded to prevent damage during shipment.</p> <p>Loading and unloading is completed within the specified time.</p> <p>No unauthorized materials are loaded.</p> <p>Accurate weight(s) of all cargo is provided to aircrew prior to loading.</p> <p>Manifests are accurate and submitted within specified time.</p>

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			<p>The Contractor shall process originating cargo/mail within 60 minutes of receipt or release from “frustrated” status.</p> <p>The Contractor shall protect cargo and pallets from inclement weather using plastic pallet covers and double covers on household goods and unaccompanied baggage pallets.</p> <p>The Contractor shall store personal property shipment indoors to prevent water damage, space permitting.</p> <p>The Contractor shall store, maintain and account for 463L assets and tie-down equipment in accordance with applicable instructions and T.O.s.</p> <p>The Contractor shall implement, and adhere to local procedures and AMCSUP1 AFMAN91-201 requirements for all phases of explosives clearance/handling.</p>	
3.3.2	Cargo Inspecting	The Contractor shall inspect all cargo to ensure authorized material is packaged and safe for airlift and notification of discrepancies are made in a timely manner.	<p>The Contractor shall perform a quality control inspection of cargo prior to staging IAW AMCI 24-101, V.11.</p> <p>The Contractor shall inspect cargo to confirm the absence of unauthorized hazardous material.</p> <p>The Contractor shall inspect all hazardous material IAW AFMAN 24-204(I) before acceptance into the Defense Transportation System. Use the International Air Transportation</p>	<p>Documentation, marking, labeling are accurate.</p> <p>Hazardous cargo documentation and shipper’s declaration of dangerous goods are 100% accurate.</p> <p>Responsible individuals sign documents requiring signature.</p> <p>Technical assistance is provided to shippers for preparation of shipment documents and hazardous</p>

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			<p>Association (IATA) Dangerous Goods Regulation as applicable.</p> <p>The Contractor shall provide technical assistance to shippers for preparation of hazardous materials marking and labeling in accordance with AFMAN 24-204(I).</p> <p>The Contractor shall perform hazardous material inspections and certifications for cargo that has been previously inspected by a qualified, certified, and designated hazardous material inspector of the shipping organization as requested.</p> <p>If hazardous material inspection discrepancies are discovered, the Contractor shall notify the shipper or shipping agency of discrepancies and return the Shippers Declaration for Dangerous Goods (SDDG) along with the hazardous cargo to the Shipper or shipping agency. The hazardous cargo and SDDG shall not be processed until discrepancies are resolved. After resolution of the discrepancy by the parties involved, the Contractor shall complete cargo inspection AMC Form 1015.</p>	<p>materials marking and labeling.</p> <p>No unauthorized material is loaded.</p> <p>No validated customer complaints.</p>
3.3.3	Palletizing	The Contractor shall properly palletize cargo to ensure cargo is staged for loading in a timely manner.	<p>The Contractor shall build-up, net, restrain, and properly configure cargo on 463L pallets. The Contractor shall properly position hazardous materials on the pallet and meet compatibility requirements per AFMAN 24-204 (I) and the applicable aircraft loading technical orders.</p> <p>Designated cargo to be loaded shall be staged two hours prior to</p>	Services provided IAW proper procedures and regulations.

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			<p>aircraft loading.</p> <p>The Contractor shall use plastic pallet covers for palletized cargo and be doubled on household goods and baggage.</p>	
3.3.4	Weighing and Manifesting	The Contractor shall weigh and manifest all cargo and mail prior to loading to cargo and mail is accurately documented.	<p>The Contractor shall weigh, document, and manifest cargo IAW AMCI 24-101, V.11.</p> <p>The Contractor shall process manifests IAW AMCI 24-101, Volumes 6 and 11.</p>	<p>All cargo is weighed, documented, and manifest is prepared 60 minutes prior to scheduled aircraft departure.</p> <p>Accurate weights of all cargo are provided to loadmaster prior to loading.</p>
3.3.5	Delivering Cargo	The Contractor shall deliver cargo to designated locations to ensure cargo is properly delivered in a safe and timely manner.	<p>The Contractor shall deliver cargo to the contractor supply organization or areas otherwise designated by the COR/PAR Air Ops.</p> <p>The Contractor shall provide storage and security for all unclassified cargo shipments until properly released to receiving unit/organization.</p> <p>The Contractor shall notify Supply Support Activity (SSA), postal or authorized consignee of all mail and cargo with movement priority indicators, e.g., MICAP, 999, and provide for release within three hours of aircraft download completion.</p> <p>The Contractor shall notify SSA, Postal or authorized consignee of general cargo and provide for release within 18 hours of aircraft download completion or not later than the next working day as applicable.</p>	<p>Cargo is delivered to the designated location and provided for release within designated time.</p> <p>Cargo is delivered to the designated location without damage due to Contractor negligence.</p>
3.3.6	Baggage Handling	The Contractor shall provide baggage handling services to ensure baggage is properly loaded and unloaded in a safe and timely manner.	The Contractor shall move baggage bins to aircraft; load and unload baggage from aircraft; and return bins and baggage to the air terminal to the baggage bin area; and assist passengers in claiming their baggage.	<p>Baggage is correctly processed as specified.</p> <p>Baggage is loaded and unloaded from aircraft without damage.</p>

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			<p>The Contractor shall provide disposition of unclaimed baggage IAW AMCI 24-101 V.14.</p> <p>Onward movement of misdirected or mishandled baggage due to Contractor negligence shall be provided at no additional cost to the Government.</p>	Aircraft are unloaded and loaded IAW GATES Mission specific SOE times to facilitate on-time aircraft departures.
3.3.6.1	Baggage Packing and Palletizing	The Contractor shall properly pack bins and palletize baggage to ensure baggage is staged for loading in a timely manner.	When specified by the COR/PAR or loadmaster, the Contractor shall pack bins and palletize baggage IAW AMCI 24- 101, V. 11, and the applicable aircraft loading manual.	<p>Baggage is packed and palletized as specified.</p> <p>Designated baggage is staged 60 minutes prior to aircraft loading.</p>
3.3.6.2	Baggage Loading and Unloading	The Contractor shall transport all baggage between the staging area and the aircraft to ensure baggage is loaded and unloaded in a safe, secure, proper, and timely manner.	The Contractor shall load and unload baggage while maintaining safety standards to ensure aircraft limitations and restrictions are not exceeded using a load plan created by ATOC personnel using the Government provided automated load planning software where appropriate, or utilizing manual procedures in the event of non-access to electronic media.	<p>Baggage is loaded and unloaded on the aircraft without damage due to Contractor negligence.</p> <p>Baggage is properly secured to prevent damage during shipment.</p> <p>Baggage is correctly processed as specified.</p> <p>Loading and unloading is completed prior to scheduled aircraft departure IAW GATES mission specific SOE.</p>
3.4	Record, Reports and Electronic Data Interchange	The Contractor shall provide record, reporting, and electronic interchange services in accordance with required instructions and regulations to ensure required information is distributed within required time, and a clear audit trail is maintained.	<p>The Contractor shall provide the following documentation per Section F:</p> <ul style="list-style-type: none"> • Monthly Station Traffic Handling Report • Daily Offshore Station On-Hand Report • Global Asset Report Tool (GART) Update • Short, Lost, Cannot Locate, and Pilfered Shipment Report • Over Shipment Report • MHE Mishap Report • Mishandled Baggage Report and Summary 	<p>Work completed within time required.</p> <p>Proper procedures and regulations are followed.</p> <p>Clear audit trail of data and documentation is provided.</p> <p>No validated customer complaints.</p>

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			<p>The Contractor shall maintain all records, reports, and other documentation, in accordance with AMCI 24-101, V.6, GATES, and HQ AMC/A4T policy, messages, memorandums, and directives.</p> <ul style="list-style-type: none"> • Aircraft Ground Handling Record. AMC Form 77 (one record per aircraft handled), and as applicable, AMC Form 68 shall be updated and kept on file IAW AMCI 24- 101 V.6 and V.9. <p>The Contractor shall make available or provide an original or a reproducible copy of any record, report, or other documentation upon request.</p> <p>The Contractor shall develop and implement internal audit procedures.</p> <p>The Contractor shall dispose of records in accordance with AMCI 24-101, V.6.</p>	
3.5	Fleet Services	The Contractor shall provide fleet service to ensure aircraft are cleaned and serviced prior to departure within required time and in accordance with required procedures and regulations.	<p>The Contractor shall provide fleet service to include, but not limited to, picking up, loading, and unloading aircraft service equipment and supplies, air transportation galley/lavatory (ATGLs), portable lavatories, aircraft latrine and water servicing, and aircraft interior sanitation and cleaning in accordance with AMCI 24-101, V.10.</p> <p>Vehicles and personnel involved in latrine servicing and/or trash removal shall not be used for clean fleet service operations, to include but not limited to food handling, loading equipment and materials, etc.</p> <p>The Contractor shall remove all</p>	<p>Work completed within time required.</p> <p>Proper procedures and regulations followed.</p> <p>No validated customer complaints.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>trash from, other than commercial aircraft, and dispose in accordance with US Department of Agriculture and DoD regulations.</p> <p>NOTE: Cleaning and catering of commercial aircraft is the responsibility of the carrier.</p> <p>When troop movements are identified, the Contractor shall provide the troop commander with contact information for the galley.</p> <p>The Contractor shall account for equipment loaded and unloaded aboard aircraft, IAW AMCI 24-101, V. 10.</p>	
3.6	Passenger Terminal and Cargo Handling Equipment	The Contractor shall inspect, operate, maintain, and repair MHE, Fleet Services Equipment (FSE) and vehicles to ensure equipment is fully functional, operational, and available.	<p>The inventory of MHE, FSE and vehicles is provided in J-0501050-04.</p> <p>The Contractor shall develop and submit passenger terminal and cargo handling equipment maintenance plan per Section F.</p> <p>The Contractor shall operate and maintain all MHE, FSE, and Vehicles IAW: AFMAN 24-306 (IP), Chapter 20; AFI 24-302, Chapter 7, Section 7B, paragraphs 7.12 - 7.17.2.6.; Equipment Technical Orders, Instructions, and Operational Orders.</p> <p>The Contractor shall operate all MHE, FSE, and Vehicles a minimum of once per week for the purpose of determining the operational and material condition.</p> <p>The Contractor shall perform operator inspections on all MHE, FSE, and Vehicles using current Government provided inspection forms.</p> <p>The Contractor shall coordinate a</p>	Work is accomplished per Contractor's program and schedule.

0501070 – Passenger Terminal and Cargo Handling				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>MHE parking plan with the COR/PAR for MHE, FSE, and vehicles while not in use. The plan shall provide maximum clearances between parking spaces IAW the applicable T.O.</p> <p>The Contractor shall maintain the appearance of MHE, FSE, and vehicles. Cleaning and washing of MHE shall include their undercarriages.</p> <p>The Contractor shall submit MHE, FSE, and Vehicle Status reports to track equipment repair status per Section F.</p>	
3.7	Exercises, Deployments and Re-deployments	The Contractor shall provide exercises, deployments and re-deployments services up to ensure mission requirements are met.	<p>The Contractor shall provide services up to twenty-four (24) hours per day on an extended basis IAW:</p> <p>DoD 4500.9-R, Part III, Chapter 303, Section B, paragraphs 2e(1), Section C, paragraphs 2d(3)(a), paragraphs 3b (3) and (4), 5d(1)(c) except 2, and Figure 303-2 except 13 and 15;</p> <ul style="list-style-type: none"> - Appendix J, Section B; - Appendix K; - Appendix M, paragraphs C.3. and Section D; - Appendix O; - Appendix P; - Appendix S, Section D; - Appendix U, Section D and E; - Appendix V, Section A and G-I; - Appendix X <p>The Contractor shall accomplish Joint Inspections IAW DoD 4500.9R Part III for all unit moves.</p> <p>The Contractor shall provide load teams to meet all aircraft services requirements unless the applicable Government unit/service has stated Government load teams will be provided during mission</p>	<p>Services are timely and per applicable guidelines.</p> <p>No validated customer complaints.</p>

0501070 – Passenger Terminal and Cargo Handling				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>coordination with the contractor.</p> <p>The Contractor shall provide a Load Team Chief when Government load teams are provided.</p> <p>The Contractor shall notify the deployed activity as applicable of frustrated cargo/equipment.</p> <p>The Contractor shall provide technical assistance to deploying/re-deploying units when requested.</p> <p>The Contractor shall develop a Joint Inspection (JI) program to ensure a sufficient number of Contractor personnel are JI certified to fulfill the requirements of this Performance Work Statement (PWS). Accomplish JI IAW DoD 4500.9R Part III, Chapter 303 and Appendix O.</p> <p>The Contractor shall validate load plans IAW DoD 4500.9-R, Part III, Chapter 303.</p>	
3.8	Joint Inspection	The Contractor shall provide Joint Inspection services to ensure deployment/re-deployment and exercise aircraft loads are inspected in accordance with required procedures/regulations and within time required.	The Contractor shall provide a qualified Joint Inspector, IAW AMCI 24-101 V22, to accomplish the joint inspection of aircraft loads with a qualified representative from the moving unit representative IAW DoD 4500.9R, Part III, Mobility, Appendix O. to ensure aircraft loads are movement ready.	<p>Work performed within time required.</p> <p>Work performed IAW proper procedures and regulations.</p>

0501070 – Passenger Terminal and Cargo Handling				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 0700000 ORDNANCE

0700000 – Ordnance	
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0700000 - Ordnance		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform ordnance services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	The intent of 0700000 Ordnance is to specify the requirements for the handling, storage, inventory, and issuance of ordnance at the Ammunition Storage Point (ASP).

0700000 - Ordnance		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0700000-01.
2.2	Licensing and Certification	The Contractor shall comply with the licensing and certification requirements as follows:
2.2.1	Personnel Requirements	<p>1) All personnel involved in handling/transporting ordnance material and associated components shall be current, in certification and qualified per CINCLANTFLTINST/CINCPACFLTINST 8023.52.</p> <p>2) Personnel performing AA&E duties shall be screened to insure they have records indicating maturity, good judgment, trustworthiness and a positive attitude. Persons shall be screened annually and records maintained for six months following termination per OPNAVINST 5530.13.</p> <p>3) Electrical personnel performing grounding and lightning system tests shall be trained and qualified per NAVSEA OP5.</p> <p>4) All personnel involved in handling ordnance material shall be equipped with proper Personnel Protective Equipment (PPE).</p> <p>5) All personnel shall obtain and maintain secret security clearances.</p> <p>6) Explosive drivers and operators shall have valid explosive licenses.</p> <p>7) The Contractor shall conduct drug testing on all new hires. The Contractor's workforce will be subject to random drug testing. The Contractor shall submit electronic listing of personnel and test results to the KO, ESO and Weapons Officer upon request.</p> <p>8) All personnel shall be qualified, certified, and trained prior to full performance of the contract.</p> <p>9) All personnel involved in handling ordnance material shall be in full compliance with the explosive medical screening requirements.</p> <p>10) All personnel involved in handling ordnance material shall be CPR certified.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.2.2	Key Personnel	<p>1) The Contractor's ordnance supervisor shall have a) significant experience in ordnance management, b) personnel supervisory experience, and, c) a secret clearance.</p> <p>2) The Contractor's foreman shall possess a) in depth operations expertise with Ordnance Information System (OIS) software, b) ammunition logistic management procedures, and, c) a secret clearance.</p> <p>3) The Vehicle Licensing Trainer shall be certified to train and license explosive driver personnel per NAVSEA OP5 and NAVSEA SW023-AH-WHM-010. This individual will be designated in writing by the installation CO to instruct, test, and license operators.</p>
2.2.3	Training	Contractor personnel shall be trained IAW NAVSEA OP5 (Appendix D)
2.2.4	Management Information System (MIS)	A server and backup storage device will be provided by the Government with the OIS software installed. The Government will provide OIS software updates to the Contractor.
2.2.5	Special Requirements	Senior management participation in the Command Explosive Safety Self-Assessment program, as directed by the Explosive Safety Officer (ESO) or designated representative. Personnel involved in explosives operations shall have and pass a physical every 2 years per the requirements of NAVSEA OP5, NAVSEAINST 9020.0 and COMFLTFORCOMINST 8023.5. The Contractor shall maintain on file a physician's certification for each individual in the program. This certification shall be submitted to the KO with copies to the ESO and

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Spec Item	Title	Description
		Weapons Officer upon request.
2.3	Turn-over Inventory Accountability	During the end of phase-in and prior to full performance of the contract, the Contractor shall conduct a wall-to-wall inventory and assume responsibility for 100 percent accountability and inventory accuracy. Upon completion of turnover, the Contractor shall maintain responsibility for inventory accountability and accuracy per OPNAVINST 8015.2.
2.4	Explosive Safety Officer (ESO) Support	<ol style="list-style-type: none"> 1) Submit a status report on all outstanding work requests initiated in response to a Corrective Action Request (CAR) monthly to the ESO and Weapons Officer. 2) Provide escorted access to perform monthly magazine and operating building inspections. Additional access as needed to verify/validate correction of related safety deficiencies shall be provided as needed. 3) Provide MHE support as needed to conduct mandatory Explosive MHE training for Prime/Sub-contractor and tenant commands. This includes support for refresher training. 4) Submit a current Fire Symbol/NEW Report of all magazines, operating buildings, hardstands, and storage pads to the ESO and Weapons Officer weekly. 5) Submit a revised Fire Symbol/NEW Report to the ESO and Weapons Officer whenever there are changes in the class of ordnance of all magazines, operating buildings, hardstands, and storage pads grid location map that identifies all explosive components that are staged in preparation for movement. 6) Submit a graphic display of prospective sites to the ESO and Weapons Officer annually showing the locations of storage facilities, staging/holding areas, operating buildings and other sites within the ordnance complex.
2.5	References and Technical Documents	All ordnance operations, procedures and reports shall be per the ordnance regulations and standards identified in J-0700000-02.
2.6	Records and Reports	<ol style="list-style-type: none"> 1) All reports will be submitted to the Weapons Officer or designated representative to meet required due dates. Records and reports are listed in Section F. 2) Classified information, Government to specify system. 3) No correspondence and/or messages will be sent out by the Contractor purporting to be from, or on behalf of, the installation CO without the consent of the Weapons Officer or designated representative.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide ordnance services to ensure that ordnance is handled, stored, inventoried, and issued to meet customer demands in a safe, proper and timely manner.	<p>Ordnance services include requisition, receipt, handling, storage, packaging, transportation, issue, inventorying, documenting, and security of serviceable ammunition and explosives ammunition stored at the ASP per the regulations provided in J-0700000-02.</p> <p>The Ordnance Administration is located at the ASP at CLDJ. The ASP consists of 4 weapons bunkers and 8 Mil Vans. The majority of services will be performed at CLDJ on the airfield and ASP.</p> <p>The Government will provide ASP security.</p> <p>The Contractor's operations shall satisfactorily pass all Explosive Safety Inspection, DoD Explosive Safety Board Inspection, Ammunition Management Accountability Review, Monthly Inventory Accuracy Officer Inventory Accuracy and Management Review, and Explosive Safety Self-Assessment Review audits and inspections.</p> <p>The current total un-waivered Net Explosive Weight (NEW) of the ASP complex will be compliant with approved NOSSA Site Explosive package (WEBSAR 2636/WD-186)</p> <p>The Contractor shall maintain dunnage and backhaul residue in accordance with OPNAVINST 5090.1. This includes current and acquired residue. The Contractor's transport vehicle used for the backhauling of residue shall meet requirements of SW023-AG-WHM-010.</p>	<p>Ordnance is secure and accounted for.</p> <p>No instances of violation of regulations, laws or statutes.</p> <p>Explosive Safety Inspection, DoD Explosive Safety Board Inspection, and Ammunition Management Accountability Review result in grade of Satisfactory or above.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.1	Administrative Support	The Contractor shall provide administrative support to ensure ordnance services are performed in a safe, proper and timely manner compliant with regulations.	<p>The Contractor shall maintain and submit required documentation for ASP operations and inventories as identified in Section F, including, but not limited to, Qual/Cert program, Inventory, Safety, Certifications, Security Surveys, and other required documents.</p> <p>The Contractor shall establish and maintain a complete current and comprehensive ordnance technical library of applicable ordnance publications and a historical file for all required records.</p>	<p>Required publications, documentation, and records are current and complete.</p> <p>All records are current, accurate, and formatted as specified.</p>
3.1.1	Personnel Qualifications and Certification	The Contractor shall monitor personnel qualifications and certifications to ensure personnel are fully qualified, certified and licensed (where required).	<p>The Contractor shall comply with a personnel qualification, certification and licensing program to ensure all ordnance personnel are certified, qualified, and licensed to perform their duties. All ordnance operations, procedures and reports shall be per the ordnance regulations and standards identified in J-0700000-02.</p> <p>The Contractor shall maintain certification and licensing records for each individual in the program. These records shall be submitted to the ESO and Weapons Officer immediately upon request and will be kept on file by the Government in the N-3 Weapons Department office.</p>	All personnel qualification, certification and licensing documentation is current, complete and compliant as specified.
3.1.2	AA&E Accountability	The Contractor shall perform AA&E accountability to ensure it is properly stored, inventoried, marked and accounted for in a proper and timely manner.	<p>The Contractor shall perform accountability and maintain storage inventories of AA&E per OPNAVINST 5530.13, NAVSEA 5530, and NAVSEA OP5 Vol. 1 and OPNAVINST 8015.2.</p> <p>The Contractor shall note and correct (reconcile) discrepancies on material OIS. The Contractor shall report discrepancies to the Weapons Officer within two working days of discovery with explanation of issue and corrective action performed.</p> <p>The Contractor shall submit required</p>	<p>AE&E inventory is accurate and complete as specified.</p> <p>All issues are conducted on a FIFO basis.</p> <p>NARs, OHFs and AINs are processed within specified times.</p> <p>No violations of NEW at the ASP.</p>

070000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>reports per Navy regulations with copies to the Weapons Officer.</p> <p>The Contractor shall ensure first-in-first-out (FIFO) issue criterion is followed at all times.</p> <p>The Contractor shall process NARs, OHFs and AINs in the OIS and identified to Ordnance Operations within 24 hours of acknowledged receipt.</p> <p>The Contractor shall ensure that designated NEW at the ASP is not violated.</p> <p>The Contractor shall comply with a key control program for all keys to Explosive Storage Facilities within the ASP per OPNAVINST 5530 and NAVSEA OP5 VOL 1. The Contractor shall ensure keys to AA&E facilities within the ASP are in the possession of individuals whose duties require access to them, or secured in an approved storage container. The Contractor shall maintain and keep out of public view the Government generated access list for authorized personnel.</p>	
3.1.3	Training and Licensing	The Contractor shall perform training and licensing to ensure personnel are fully and properly trained and issued licenses in a proper and timely manner.	<p>The Contractor shall maintain, conduct and comply with the training and licensing program for assigned contractor personnel engaged in handling AA&E including, but not limited to, QUAL/CERT, vehicle and MHE licensing, OSH and explosive safety. The Contractor will provide training and licensing to Government designated personnel. The Contractor shall schedule this training as required for up to eight students.</p> <p>The Contractor shall comply with Explosive Operator Certification and Safety Training per the ordnance regulations and standards identified in</p>	<p>Training and licensing program is fully compliant.</p> <p>All personnel assigned to perform explosive operations are trained and currently licensed.</p>

0700000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>J-0700000-02. This training and any subsequent certification requests shall be submitted to the Command's Certification Board (designated CO CLDJ) for approval.</p> <p>The Contractor shall administer and comply with the training and licensing program and ensure that personnel are properly trained by certified trainers, tested by examiners (all of which are designated in writing), and that training records are maintained and reviewable upon Government request.</p> <p>Contractor personnel shall carry in their possession licenses at all times when operating vehicles or MHE containing AA&E.</p>	
3.2	Operations	The Contractor shall provide operations services to ensure all storage and customer delivery demands are met in a safe, proper, and timely manner.	<p>Ordnance operations services include receipt, storage, and issuing serviceable ammunition or explosives to the Navy and other agencies.</p> <p>The Contractor shall conduct all operations per applicable references listed in J-0700000-02.</p> <p>The Contractor shall ensure that the facilities, vehicles, MHE are serviceable and compliant with requirements listed in J-0700000-02.</p> <p>The Contractor's personnel handling ordnance shall be fully trained, certified, licensed and approved for Explosive Operations.</p> <p>The Contractor shall provide a certified explosive driver, on-call 24 hours per day, seven days per week.</p> <p>The Contractor shall provide Load Plan maintenance and requisition services to CLDJ, track in-transits and pre-plan storage upon receipt to ensure no violations of NEW, Compatibility or Condition Codes</p>	<p>Packaging and marking is IAW federal regulations.</p> <p>No instances of material misidentified or improperly stowed as a result of overlooked NARs, OHFs and AINs.</p> <p>No instances of less than fully operational and certified vehicles or equipment being utilized in handling or transportation of AA&E.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			result. The Contractor shall provide MILSTRIP services for all Receipts and Issues being the single-point-of-contact for all AA&E services on the complex.	
3.2.1	Receipt, Segregation and Issue	The Contractor shall receive, segregate and issue AA&E to ensure all customer delivery demands are met in a safe, proper and timely manner.	<p>Receipt, segregation and issue services include receipt, storage, packaging, handling, transportation, issue, documentation, and security of ammunition stored at the ASP at CLDJ.</p> <p>The Contractor shall be available to provide AA&E services 24 hours a day, seven days a week for all coalition forces in the CLDJ complex requiring AA&E.</p> <p>The Contractor shall conduct the receipt and issue service during normal ASP working hours from 0700 to 1700, Monday through Saturday. The Contractor will maintain an on-call capability during non-working hours to include not less than two certified explosive handlers to conduct explosive handling operations at all times.</p> <p>The Contractor shall perform a segregation inspection as specified in NAVSEA OP-5) on all received material to validate proper NALC/NSN/lot/serial number and condition code labeling and affirm the condition of the material prior to storage and inventory reporting.</p> <p>The Contractor shall correct discrepancies that are correctable and</p>	<p>No instances of operations without safety brief using uncertified MHE or vehicles and two certified operators.</p> <p>AA&E material-stowed and issued with proper identification, packaging and tagging.</p> <p>No instances of discrepancies between actual material and inventory records of received or issued material.</p> <p>No violations of applicable instructions, directives or regulations that apply to the circumstances present.</p> <p>No validated customer complaints.</p>

0700000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>within the capability of ASP personnel to perform, e.g., re-palletizing, re-tagging, stenciling, prior to storage per TW010-AC-ORD-010/020/030, NAVSEA OP-5 and MILSTD 129.</p> <p>The Contractor shall note discrepancies and correct the DD Form 1348-1, and shall submit inventory reconciliations and corrections to the Weapons Officer monthly. Uncorrectable discrepancies, e.g., H-coded ammunition, resulting in a downgraded condition will be properly re-identified, stowed or disposed of per NAVSEA OP-5.</p>	
3.2.2	Notice of Ammunition Reclassifications (NARs)	The Contractor shall process all NARs to ensure downgraded material is separated (re-stowed) immediately following processing.	<p>The Contractor shall re-mark, re-tag and segregate all material downgraded by NAR within 24 hours after receipt.</p> <p>The Contractor shall establish a NAR tracking system to assure compliance with NAR disposition per NAVSEA OP-5.</p> <p>The Contractor shall monitor NARs, OHFs and AINs and take appropriate action to re-tag and/or re-stow material identified as changing condition due to NARs, OHFs and AINs.</p>	Full compliance with NAVSEA OP-5.
3.2.3	Facilities, Vehicles and MHE	The Contractor shall perform facilities, vehicles, and MHE services to ensure they are of the proper type, certified, and serviceable prior to use.	<p>The Contractor shall perform the scheduled periodic inspections of all facilities, vehicles and MHE as well as prior-to-use inspections per ordnance regulations and standards identified in J-0700000-02. This requirement includes inspection of barriers, fences and firebreaks within 50 feet of storage facilities.</p> <p>The Contractor shall inspect assigned ordnance handling and storage facilities, vehicles, and MHE at the prescribed intervals and prior-to-use to ensure they are compliant and</p>	<p>Surveys are performed as specified and results are accurate.</p> <p>Discrepancies are noted a corrected in a timely manner as specified.</p>

0700000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>serviceable for their intended use. Reports of inspections shall be maintained in the administrative spaces for review upon request by cognizant Government Representatives.</p> <p>The Contractor shall initiate a work request to replace/repair any discrepant facility or equipment and “red tag” or suspend its use immediately. Use of the facility or equipment shall be suspended until the discrepancy has been corrected.</p> <p>For non-Contractor assigned ordnance handling vehicles and MHE, the Contractor shall verify that required inspections were performed prior to use for ordnance handling or transport activities.</p> <p>The Contractor shall participate in the lightning and grounding systems inspections conducted by Government public works and the ESO on scheduled intervals per the Government’s established inspection schedule, typically twice annually. The Contractor shall assist in the visual inspections.</p> <p>The Government will conduct security surveys every 12 months, and results will be maintained for three years per OPNAVINST 5530.13.</p> <p>Informational Note: Historically, Contractor vehicle requirements to adequately provide ordnance services include:</p> <ul style="list-style-type: none"> ... 2 - 6 - pack pickup trucks ... 1 - 5 - passenger vehicle ... 2 - 5- Ton flatbed trucks ... 2 - Gator/Mule UTV ... 6 - Hand pallet trucks ... 2 - Rough terrain Tel-Hander forklifts ... 2 - DS Warehouse forklift 	

0700000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			... 2 - EE Warehouse forklift	
3.2.4	Storage and Inventory	The Contractor shall store and inventory AA&E to ensure it is stored in a safe and proper manner.	<p>The Contractor shall store AA&E and inert material and perform AA&E inventories per NAVSEAINST 8024.2 and NAVSEA OP-5 and related instructions in J-0700000-02.</p> <p>The Contractor shall conduct both scheduled and un-scheduled inventories as required to maintain inventory accuracy levels in accordance with OPNAVINST 8015.2.</p>	All discrepancies are noted and corrected in a timely manner.
3.2.5	Storage and Transportation Crates	The Contractor shall manufacture plywood storage and transportation containers to ensure dunnage and munitions residue is stored and transported in a safe and proper manner.	<p>The Contractor shall manufacture plywood storage and transportation containers as requested. The Contractor shall provide all materials necessary to manufacture containers as required. Containers shall be available for use within two working days of initial request.</p> <p>Informational Note: Approximately twelve ¾" plywood 4'x8'x4' crates and twenty ¾" plywood 4'x'4'x4' crates have been required annually.</p>	<p>Containers are manufactured IAW with design.</p> <p>Containers are manufactured within the requested time frame.</p>
3.2.6	Outbound Shipment of Hazardous Materials	The Contractor shall provide outbound shipment of hazardous materials services to inspect all cargo to ensure that all hazardous cargo is properly packaged and safe for shipment and notification of discrepancies are reported in a timely manner.	<p>The Contractor shall ensure hazardous materials cargo is properly certified, documented, and marked per AFMAN 24-204 (I) Chapter 3, IATA or NAVSUP P505.</p> <p>The Contractor shall ensure that all hazardous material inspections and certification for cargo is conducted by a qualified, certified, and designated hazardous material inspector.</p>	<p>All cargo is verified safe for shipment as specified.</p> <p>Inspections are accurately documented and submitted to ATOC as required.</p>

0700000 - Ordnance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered on a task order per the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1000100 SUPPLY

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1001000 – Material Management		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform material management services at Camp Lemmonier, Djibouti (CLDJ) and Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay).
1.1	Concept of Operations	<p>The intent of 1001000 Material Management is to specify the requirements for Material Management sub-functions only. The Material Management requirements within this sub-annex primarily consist of requisition services, inventory management services, warehousing services and transportation services.</p> <p>Classes of supplies are shown below. Class V (Ordnance) and Class VIII (Medical supplies) are excluded:</p> <p>Class I (rations) - Subsistence items. Non-perishable, refrigerated, non-refrigerated, water and combat rations. Class I supplies are ordered in support of food services requirements.</p> <p>Class II - Tools and administrative supplies (except for CIF and individual equipment)</p> <p>Class III - Oil and lubricants (both packaged and bulk)</p> <p>Class IV - Construction materials</p> <p>Class VI - Personal demand items</p> <p>Class VII - Major end items</p> <p>Class IX - Repair parts. Parts, subassembly, assembly or component required for installation in the maintenance and or repair of an end item, subassembly or component.</p> <p>The following services are not considered material management services and are not included in this Template:</p> <ul style="list-style-type: none"> ... Warehousing requirements for hazardous materials, which is included in the 1002000 Supply Services. ... Disposal of hazardous waste, which is included in the 1800000 Environmental.

1001000 – Material Management		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1001000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the material management function.
2.2.1	Certification, Training, and Licensing	<p>Contractor personnel shall meet the following certification, training and licensing requirements. The Contractor shall maintain training records for employees and make them available to the KO within 4 hours of request. Training records shall be kept current and on file for the duration of the contract including all option periods.</p> <p>Personnel, who select or pack hazardous materials packages, label containers, fill out shipping papers, load or unload vehicles, move hazardous materials, or operate transportation vehicles shall be trained in accordance with the requirements of DoT 49 CFR Transportation Regulations. Training must be completed within 90 days of employment or change in position. Refresher training or recertification training required a minimum of once every three years.</p> <p>Operators shall receive formal classroom and practical training to operate PITs and other material handling equipment (MHE) in accordance with the requirements of 49 CFR 1910.178 and DoD 4140.1-R. Training shall be tailored to the specific type of PIT/MHE used and the environments in which used. Training shall include safety rules, techniques, load handling, inspection, proper operation, etc. Evaluation and physical required every 2 years.</p> <p>Personnel who regularly engage in customer interface shall present a professional appearance and use customer interaction best practices. Contractor personnel shall complete customer service training within 30 days of assignment and attend refresher training annually thereafter. The training course must be acceptable to the KO.</p> <p>Personnel operating vehicles larger than pick-up trucks shall have and maintain a state issued CDL appropriate to the class and size of vehicle operated. Type of vehicle being driven must be authorized on CDL. Hazardous material (HAZMAT) endorsement on CDL required for operators transporting hazardous materials.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.3	Special Requirements	
2.3.1	Systems Access	<p>The Government shall provide access to the following systems:</p> <ul style="list-style-type: none"> ... GCSS Army ... WPS ... SDDC

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Spec Item	Title	Description
		<p>... GSA ... FAS ... AMSTAC ... Global Air Transportation Execution System (GATES) ... ACAMS ... Integrated Data Environment/Global Transportation Network convergence (IGC) ... Single Mobility System (SMS) ... Electronic Transportation Acquisition (ETA) ... Global Freight Management (GFM) ... Transportation Facilities Guide (TFG) ... Discrepancy Identification System (DIS) ... Financial and Air Clearance Transportation System (FACTS) ... Syncada ... Integrated Booking System (IBS) ... Transportation Global Edit Table (TGET)</p> <p>The Contractor shall submit a complete list of personnel requiring log-ins and access to these systems per Section F. The Contractor shall provide information on each employee as required by Government information technology personnel. The Contractor shall submit an updated list as changes occur.</p>
2.3.2	Systems Training	<p>The Government will provide one three-day training session on the systems identified above. In addition, the Government will provide technical assistance to the Contractor's functional systems manager up to five working days prior to full performance start date.</p> <p>Periodically, the Government will provide no-cost training on new systems and system enhancements to a limited number of Contractor personnel who are expected to provide training to the remaining Contractor personnel. The Contractor shall send employees to Government-directed training on forthcoming systems either on-site or at a location specified by the Government. All costs of attendance at either on-site or off-site training, including but not limited to, wages, travel and per diem shall be borne by the Contractor. Historically, there has been a requirement for approximately five man-days of such off-site training per year.</p>
2.4	References and Technical Document	References and Technical Documents are listed in J-1001000-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide material management services to ensure supplies are properly managed to support end users.	<p>The Contractor shall provide services in compliance with applicable instructions and directives listed in J-1001000-02.</p> <p>The Government will furnish or make available to the Contractor MHE for warehouse operations. An inventory of GFE is provided as part of J-0200000-05.</p>	<p>Supply operations are performed per applicable references, instructions and directives.</p> <p>Services are provided without accidents or malfunctions due to Contractor negligence.</p> <p>Services are provided within the specified time.</p> <p>No issues of material without prior approval.</p>
3.1	Requisition Services	The Contractor shall provide requisition services to ensure requests for non-DLA supplies are properly processed and tracked in a timely manner.	<p>The Contractor shall provide requisition services in accordance with DA PAM 710-2-2, Supply Support Activity Supply System: Manual Procedures.</p> <p>The Contractor shall develop and implement SOP's for requisition services to include as a minimum, receiving and screening documents for accuracy, recording material request documents, performing technical research, conversing with supply source representatives, providing product technical data, converting customer requests to appropriate requisition formats and inputting and forwarding orders.</p>	<p>Requisition services performed per Contractor's SOPs.</p> <p>Requisition services are provided within the specified time.</p> <p>SOPs are complete and current as specified.</p>
3.1.1	Requisition Processing	The Contractor shall process requisitions to ensure supplies	The Contractor shall receive customer requests via walk-ins through approved automated STAMIS systems. The Contractor shall operate a customer service desk for walk-ins during	Requisitions are accurately processed per Contractor's SOPs.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		and services are properly ordered in a timely manner.	<p>regular business hours: 0800-1700, Monday –Saturday. The Contractor shall accommodate requirements outside of business hours when requested.</p> <p>The Contractor shall be responsible for reviewing requisitions for compliance and authorization, placing orders, entering delivery and shipping requirements into data processing and procurement systems and notifying customers of status on a bi-weekly basis and as requested.</p> <p>The Contractor shall perform technical screening of customer requests for restrictions or other special requirements. The Contractor shall notify the customer accordingly.</p> <p>The Contractor shall provide expediting services through the item manager for all classes of supplies when requested.</p> <p>The Contractor shall expedite customer requisitions identified as high-priority within two hours.</p> <p>The Contractor shall utilize supply sources in the following order: local warehouse stock, available stock from other Government organizations and Federal supply system stock, (DoD Prime Vendor contracts and commercial procurement.)</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall advise and inform customers on current supply system procedures and changes to promote efficient supply operations.	
3.1.2	Requisition Monitoring	The Contractor shall monitor requisitions to ensure status of supplies is properly tracked.	<p>The Contractor shall track and monitor requisitions from the time an order is processed until supplies are received. Customer Automated Status generated by SARRS GCCS Army shall be printed and provided to customer for daily check when necessary.</p> <p>The Contractor shall follow-up and research status of requisitions upon request from the customer and when supplies are not received by the RDD.</p> <p>The Contractor shall process modifications and cancellations of requisitions upon customer request and conduct close outs following proper delivery of supplies.</p>	<p>Requisition monitoring is performed per Contractor's SOPs.</p> <p>Requisition status is current and accurate.</p>
3.1.3	Invoice Support	The Contractor shall support invoice processing to ensure certification for payment is completed in an accurate and timely manner.	<p>The Contractor shall process vendor invoices including, but not limited to, receiving and reconciling forms, contracts and packing lists, verifying receipt documentation matches invoice and providing Supply Officer with applicable documentation for certification of invoice.</p> <p>The Contractor shall perform any necessary research to verify receipt of supplies where documentation is missing or incorrect.</p> <p>The Contractor shall obtain Supply Officer signature for all invoices and submit to the appropriate Government paying activity for payment.</p> <p>The Contractor shall provide vendors</p>	<p>Invoice services are performed IAW Contractor SOPs.</p> <p>Invoices are validated within three working days of receipt of invoice.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			with information regarding the status of receipts and documents that have been forwarded to paying activities upon request.	
3.2	Inventory Management Services	The Contractor shall provide inventory management services for GSA supplies to ensure the proper stock is on-hand to meet customer needs.	<p>The Contractor shall provide inventory management services per Chapter 6 of NAVSUP P-485 Volume III, NAVSUP P-723, Navy Inventory Integrity Procedures and NAVSUP P-437.</p> <p>The Contractor shall develop and implement SOPs for inventory management services provided, to include, as a minimum, tracking status of current stock items, updating inventory allowance lists, reconciling physical inventories, investigating reported discrepancies and initiating corrective action and coordinating the disposal of excess, damaged or expired items.</p> <p>The Contractor shall maintain inventory accuracy IAW AR 710-2, page 16, table 1-3; Inventory accuracy of 95%.</p>	<p>Inventory is maintained per Contractor's SOPs.</p> <p>Discrepancies and disposals are processed as specified.</p> <p>Services are provided within the specified times.</p>
3.2.1	Maintain Inventory	The Contractor shall maintain inventory for GSA supplies to ensure the specified levels of stock items are available and accurate.	<p>The Contractor shall monitor the status of current stock items and requisition for order of stock items to maintain inventory at the levels specified by the designated accountable officer.</p> <p>The Contractor shall assist customers in technical research for material requests using the most current Federal Logistics system to identify NSN or acceptable substitutes.</p> <p>The Contractor shall reconcile the inventory with the accountable officer's specified levels within ten working days of an accountable officer's request.</p>	<p>On-hand items meet allowance list requirements.</p> <p>Inventory status matches physical warehouse counts.</p> <p>Inventory is maintained per instructions and directives.</p>
3.2.2	Equipment and Supply Discrepancies	The Contractor shall manage GSA equipment and supplies to ensure discrepancies are properly investigated and reported in a timely manner.	<p>The Contractor shall respond to all discrepancies identified during the receipt process or as reported by customers. The Contractor shall process requisitions for order of replacement items as required.</p> <p>The Contractor shall investigate</p>	<p>Discrepancies are processed and corrective actions are initiated within the specified times.</p> <p>SDRs are completed as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>discrepancies, including, but not limited to overages, shortages and damaged or rejected equipment and supplies, prepare a Supply Discrepancy Report (SDR) and initiate corrective action per DA PAM 710-2-2.</p> <p>The Contractor shall complete the SDR within eight hours of notification of a discrepancy and submit to the Inventory Management Office IAW the appropriate regulations (AR 735-11-2, table B-1).</p> <p>The Contractor shall initiate corrective actions within four hours and complete investigations within five working days of notification of discrepancies.</p>	
3.2.3	Disposal	The Contractor shall process excess, damaged, or expired supplies to ensure proper disposal is conducted in a timely manner.	<p>The Contractor shall coordinate the receipt, temporary storage, transportation, documentation and disposal of items identified as excess, damaged or expired per DOD 4160.21-M, Defense Materiel Disposal Manual.</p> <p>The Contractor shall pick up the supplies identified for disposal from the customer or warehouse within five working days after notification and shall dispose of the property through DLA disposition service (DLA DS) within 30 calendar days following receipt from the customer.</p> <p>The Contractor shall coordinate with DLA DS and transport all supplies identified for disposal to DLA DS.</p> <p>The Contractor shall provide for proper storage and security of supplies awaiting disposal.</p> <p>The Contractor shall return all reusable pallets to the SSA warehouse.</p>	<p>Supplies are disposed of in a timely manner.</p> <p>Documentation is complete per DOD 4160.21M.</p>
3.3	Warehousing Services	The Contractor shall provide warehousing services for GSA material and non-DLA requirements to ensure proper receipt, storage, and issuance	The Contractor shall comply with storage and warehousing procedures per DOD 4145.19-R, Storage and Materials Handling, DOD 4140.27-M, Shelf-Life Management Manual, NAVSUP P-529, Warehouse Modernization and Planning Guide and	<p>Warehousing services are performed per Contractor's SOPs.</p> <p>No personnel</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		of supplies to the customer.	<p>NAVSUPINST 4440.115, Physical Inventory Program.</p> <p>The Contractor shall develop and implement SOPs for warehousing services provided, to include, as a minimum, receiving and inspecting supplies, maintaining storage of supplies, conducting physical inventory, issuing supplies from storage, processing receipt and issue documentation, processing NRFI repairables and providing temporary storage for customer supplies.</p>	<p>injury or damage to supplies due to Contractor negligence.</p> <p>Documentation is current, accurate and complete.</p>
3.3.1	Receipt	The Contractor shall receive and process supplies to ensure inspection, sorting, and staging is accurately and safely completed in a timely manner.	<p>The Contractor shall receive and process supplies per DA PAM 710-2-2.</p> <p>The Contractor shall comply with the response times for processing issues or requisitioning material as follows:</p> <p>a. MILSTRIP receipt: (1) PD 01–08 receipts must be processed by the receiving section within two hours from the time the supplies are received. Process these receipts during operating hours defined in spec item 3.1 (b). (2) PD 09–15 receipts must be processed by the receiving section within 24 hours from the time supplies are received. Process these receipts on a regular workweek, regular-shift workday basis.</p> <p>b. Non-MILSTRIP Receipts of Supply: Receipts of supplies from non-MILSTRIP sources may not have a PD. These receipts shall be processed by the receiving section within two workdays from the date the supplies are received. This shall be based on a regular workweek, regular shift workday (the regular business hours: 0800 - 1700, Monday-Saturday). When a non-MILSTRIP receipt has been assigned a PD, process it under 'a' above.</p> <p>c. Supplies without receipt and</p>	<p>Receipts are processed per Contractor's SOPs.</p> <p>Supplies are processed within specified times.</p> <p>Supplies are verified safe for storage and are properly sorted without damage.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>shipping documents: These receipts must be processed by the receiving section within five workdays from the time they are received. This shall be based on a regular workweek, regular shift workday.</p> <p>Upon delivery, the Contractor shall receive and inspect supplies and properly store the supplies in the appropriate locations within the warehousing area. Discrepancies noted during receipt inspection shall be investigated and reported as specified in Spec Item 3.2.2, Equipment and Supply Discrepancies.</p>	
3.3.2	Storage	The Contractor shall provide storage to ensure the protection and accountability of supplies.	<p>The Contractor shall verify and record quantity, quality, security codes, sensitivity of supplies, NSN, part numbers, substitute stock numbers as applicable.</p> <p>The Contractor shall maintain supplies stored within the warehouse in equal or better condition than when it was received. This shall include repackaging supplies as required to maintain the integrity and quality of stock supplies, applying and reapplying labels to identify supplies, encasing in protective wrapping, placing in a container suitable for shelf storage and re-stowing the item as required.</p> <p>The Contractor shall perform a physical inventory of stock items and submit the inventory report per Section F.</p>	<p>Storage is maintained per Contractor's SOPs.</p> <p>All supplies are accounted for as specified.</p> <p>No damage to or loss of supplies due to Contractor negligence.</p>
3.3.3	Issue	The Contractor shall issue supplies to ensure customer requests are accurately processed in a timely manner.	<p>The Contractor shall issue material per Chapter 10 of DA PAM 710-2-2.</p> <p>Contractor shall operate a supply distribution center for from 0800 to 1700, Monday –Saturday. Requirement supports outside of business hours shall also be accommodated by contacting the Operation Duty Telephone.</p>	<p>Supplies are processed as specified per Contractor's SOPs.</p> <p>Supplies are processed for delivery within the specified time.</p>
3.3.4	Shipping and Delivery Documentation	The Contractor shall prepare documentation to ensure shipping and	The Contractor shall prepare shipment documentation per DA PAM 710-2-2 (chapter 10), Military Traffic Management Regulation, DOD	Documentation is current, accurate and complete as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		delivery status is properly recorded.	<p>4500.32-R, MILSTAMP Transportation Account Codes (TACs), Volume 2.</p> <p>For both outbound and inbound shipments of material, proper documentation must be prepared for the Government before material is shipped. The Contractor shall prepare required documentation, including obtaining customer signature.</p> <p>The Contractor shall arrange for shipment or customer pick-up within 24-72 hours, based on transportation schedule.</p> <p>The Contractor shall coordinate with the Government who may move its containers into or out of the container lay down area.</p>	Shipment or customer pick-up shall meet the specified times
3.4	Transportation Services	The Contractor shall provide transportation services to ensure supplies are properly shipped in a safe and timely manner to meet customer needs.	Transportation services include, as a minimum, routing, rating, scheduling, and coordinating shipments, completion of shipment documentation to include customs documentation, inspection of cargo, packaging as appropriate, and loading/unloading cargo.	<p>Shipments arranged to meet customer request.</p> <p>No damage to material due to Contractor negligence. Documentation is current, accurate and complete as specified.</p> <p>Accountability of all documents IAW DoD 4500.9R.</p>
3.4.1	Outbound Freight	The Contractor shall provide a shipping function for outbound cargo to ensure a safe and timely processing of cargo.	<p>The contractor shall prepare, package, mark, label, and document all outbound cargo IAW DoD 4500.9R, Part II, Part III, Part V, NAVSUPINST 4600.86, OPNAVINST 4600.24, and locally developed SOPs.</p> <p>The Contractor shall gain access to and utilize automated transportation systems to include: Integrated Data Environment/Global Transportation Network Convergence (IGC), Single Mobility System (SMS), SDDC Electronic Transportation Acquisition</p>	<p>No damage to material due to Contractor negligence.</p> <p>Documentation is current, accurate and complete as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>(ETA), Global Freight Management (GFM), Transportation Facilities Guide (TFG), Discrepancy Identification System (DIS), Financial and Air Clearance Transportation System (FACTS), Global Air Transportation Execution System (GATES), Syncada, and Transportation Global Edit Table (TGET).</p> <p>The Contractor shall maintain a Customs Border Clearance Agency Program (CBCAP) and perform inspections and certifications IAW DoD 4500.9R, Part V and EUCOM Instruction 4002.01.</p> <p>The Contractor shall perform Preservation, Packaging, Packing, and Marking (PPP&M) services. PPP&M is defined as the Preservation, Packaging, Packing, and Marking of assets to include, cleaning, drying, and application of external contact preservatives, wrapping materials, cushioning materials, and containers (unit, intermediate, and shipping) IAW MIL-STD-2073, DoD 4140.01-M, DoD 4500.9R, OPNAVINST 4030.1, DoD 4140.65-M, NAVSUP Pub 700, NAVSUP Pub 505 and applicable technical orders/special packaging instructions.</p> <p>Package markings shall be applied to unit, intermediate, and shipping containers IAW MIL-STD-129.</p> <p>The Contractor shall process material for shipment using a DD Form 1348-1A for MILSTRIP shipments and DD Form 1149 for Non-MILSTRIP shipments.</p> <p>The Contractor shall assign priority, route, and determine mode/method of transportation based on shipment characteristics, Defense Transportation Regulation and Service guidance.</p> <p>The Contractor shall prepare shipping documentation to include: Transportation Control and Movement</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Document (TCMD), Military Shipping Label (MSL), DD Form 1387-2, packing lists, invoices, Reports of Shipment (REPSHIPS), Commercial Air waybills, Customs Documentation, and Hazardous Material Certifications IAW DoD 4500.9R and AFMAN 24-204/NAVSUP PUB 505.</p> <p>The Contractor shall release freight to carriers utilizing TCMDs or Air waybills and supporting documentation.</p>	
3.4.1.1	Personal Gear Issue (PGI) return	The Contractor shall provide centralized PGI collection services to ensure the expedient return of PGI to the Expeditionary Combat Readiness Center.	<p>The Government will provide the Contractor with a list of military members, and the Government established dates for PGI return, based on each member's planned rotation or redeployment date.</p> <p>Prior to a military member departing Camp Lemonnier, the Contractor shall collect and account for PGI issued to each military member.</p> <p>The Contractor shall coordinate with the Government to establish a drop-off location and drop-off times.</p> <p>Military members shall provide their Page 13 (PGI inventory sheet) to Contractor at the time of PGI return. If any military member does not have a Page 13 when PGI gear is returned the Contractor shall prepare a separate receipt indicating the PGI items returned. The Contractor shall verify return of the PGI listed on each members' Page 13 or receipt to ensure member accountability for their PGI. The Contractor shall note any discrepancies of any non- returned items on each Page 13 or receipt. Each member shall be required to sign their Page 13 or receipt as acknowledgement of verification of PGI returned.</p> <p>The Contractor shall retain a copy of each Page 13 or receipt and shall the return the original Page 13 or receipt to</p>	<p>All PGI for departing military members is collected in an orderly manner.</p> <p>Members receive a properly annotated Page 13 or receipt, and Contractor retains a signed copy of each Page 13 or receipt for auditing or verification or other purposes.</p> <p>Shipments are made at least monthly, and more frequently as necessitated by available storage and number of members returning PGI.</p> <p>Shipments are properly coded and labeled, all shipment paperwork is properly completed and affixed according to DLA requirements, and shipments are properly transferred to DLA.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>the military member as a verified receipt of the PGI returned. The Contractor shall provide Page 13 and receipt copies to the Government upon request.</p> <p>The Contractor shall account for and maintain security of the inventory of returned PGI pending shipment to the ECRC.</p> <p>The Contractor shall pack, according to DLA requirements, the returned PGI for return to ECRC. The Government will provide the shipment destination address.</p> <p>The Contractor shall obtain the proper Transportation Accounting Code (TAC) and Transportation Control Number (TCN), mark, label, and affix Military Shipping Label (MSL) to the packing containers for return in accordance with MIL-STD-129.</p> <p>The Contractor shall convey the packed PGI to DLA for shipment.</p>	
3.4.2	Inbound Freight	The Contractor shall provide inbound cargo services to ensure required tax exoneration documents are processed in a timely manner.	<p>Contractor shall collect, obtain signatures/stamps, and distribute all applicable Customs Clearance documents used to accomplish import of DoD shipments and customs clearance processes IAW DOD 4500.9R, Part V and local instructions.</p> <p>The Contractor shall create required tax exoneration documents that will finalize the tax exemption request package. The Contractor shall forward the package to N4 for qualification and approval.</p>	All Customs Clearance documentation is captured, recorded and retained.
3.4.3	Cargo Inspection	The Contractor shall inspect all cargo to ensure authorized material is packaged and safe for shipment and notification of discrepancies are made in a timely manner.	The Contractor shall inspect cargo not inspected by the Government for shipment to verify that it is properly packaged and labeled for shipment per NAVSUPINST 4030.28, Packaging of Materiel, Chapter 204, 205 and 208 of DOD 4500.9-R, Part II, NAVSUPINST 4030.55, Packaging of Hazardous Material, NAVSUP P-573, Storage and Handling of Hazardous Material,	<p>All cargo is verified safe for shipment as specified per Contractor's SOPs.</p> <p>All cargo is properly packaged and labeled.</p> <p>The TO is notified of</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>NAVSUP P-505, Preparing Hazardous Materials for Military Air Shipments, CFR 49 and NAVSEA OP-5, as applicable.</p> <p>When requested, the Contractor shall perform HM inspections and certifications for cargo that has not been previously inspected by a qualified, certified, and designated HM inspector of the shipping organization.</p> <p>If HM inspection discrepancies are discovered, the Contractor shall notify the KO within 15 minutes after discovery or prior to carrier departure, whichever occurs first. After resolution of the discrepancy by the parties involved, the Contractor shall complete cargo re-inspection and certification as described above.</p> <p>The Contractor shall prepare and complete forms and attach HAZDEC documentation on cargo, as required.</p>	discrepancies within the specified time.
3.5	Fleet Logistic and FOL Material Processing	The Contractor shall provide FOL material processing services to ensure safe, accurate and secure onward movement of cargo, mail, personnel and equipment.	The Contractor shall provide Fleet Mail, Transient Personnel and Forward Operating Location (FOL) support 24 hours per day 7 days a week.	<p>Operation functions are performed with the proper systems and equipment, without incident.</p> <p>Activities are coordinated with appropriate port and terminal functions and anti-terrorism force protection units.</p> <p>Documentation is complete and accurate in accordance with appropriate regulations.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.5.1	Fleet Mail	The Contractor shall provide fleet mail services to ensure fleet mail is properly processed and delivered in a safe and timely manner.	<p>The Contractor shall provide labor services necessary to perform the following fleet mail services:</p> <p>FLEET MAIL PROCESSING: The Contractor shall segregate, sort and repack (when necessary) fleet mail according to Consignee. The Contractor shall validate all Fleet Mail with 100% accuracy.</p> <p>LABELING: All Fleet Mail shall be labeled in accordance with COMFISCINST 4081.1 and CTF-53/63 Daily Guidance.</p> <p>FLEET MAIL MOVEMENT: Contractors shall load and unload inbound and outbound Fleet Mail. All mail straps shall be tightly secured and be prepared in such a manner that adheres to safety regulations as well as in conducive to safe delivery to destination. The Contractor shall escort all fleet mail movement.</p> <p>DOCUMENTATION: The Contractor shall prepare and complete all required documentation, including obtaining customer signature after delivery to verify receipt of fleet cargo.</p> <p>Contractors shall create daily Mail-On-Hand (MOH) report according to the NAVSUP Fleet Logistics format and submit per Section F.</p> <p>The Contractor shall maintain a database for all Fleet Mail data management.</p> <p>The Contractor shall submit Fleet Mail SOP's per Section F.</p>	<p>Services performed as specified.</p> <p>Mail -On-Hand report submitted as required.</p> <p>SOPs submitted as required.</p>
3.5.2	Transient Personnel Movement	The Contractor shall provide transient personnel movement	Transient personnel are defined as fleet personnel, civilian mariners, technical representatives, and any other	Services performed as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		support to ensure a safe and timely transport of personnel to final destinations.	<p>personnel in support of fleet operation.</p> <p>TRANSIENT PERSONNEL MOVEMENT: The Contractors shall prepare documents and arrange billeting for transient personnel.</p> <p>The Contractor shall meet transient personnel upon arrival.</p> <p>The Contractors shall provide transportation and escort transient personnel to his/her scheduled Destination</p> <p>The Contractor shall maintain a database for all transient personnel movement.</p> <p>The Contractor shall submit Transient Personnel Movement SOPs per Section F.</p>	<p>Transient personnel movement database maintained as required.</p> <p>SOPs submitted as required.</p>
3.5.3	Downrange Mail	The Contractor shall provide downrange incoming and outgoing mail services to ensure downrange mail is safely and properly transported.	<p>The Contractor shall provide labor services to handle downrange Mail and bulk staging areas, mail transfer and storage areas and to ensure proper labeling and sorting.</p> <p>The Contractor shall validate All downrange mail with 100% accuracy.</p> <p>Contractors shall load and unload inbound and outbound downrange Mail.</p> <p>The Contractor shall handle and forward the Fleet and Forward Operating Location cargo and mail to destination or consignee.</p> <p>The Contractor shall prepare document and coordinate with downrange Point of Contacts and Air Cargo for movement.</p> <p>The Contractor shall create Mail Manifest, and Create Mail On Hand (MOH) Inventory Tracker.</p> <p>The Contractor shall maintain a</p>	<p>Services performed as specified.</p> <p>Mail -On-Hand report submitted as required.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			database for all downrange mail documentation of movement. The Contractor shall submit a daily Mail On Hand (MOH) report per Section F. The Contractor shall submit Downrange Mail SOPs per Section F.	

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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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1002000 SUPPLY

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform supply services at Camp Lemmonier, Djibouti, Chabelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1002000 Supply Services is to specify the requirements for Supply Services sub-functions only. The Supply Services sub-function includes all labor, management, supervision, tools, materials, supplies, equipment, and transportation required to perform supply services. Included are services such as Hazardous Material Control and Management (HMCM) services, Petroleum, Oil and Lubricants (POL) management, and mail services.</p> <p>The following services are not considered supply services and are not included in this Template:</p> <ul style="list-style-type: none"> ... Collection and disposal of hazardous waste, which is included in 1800000, Environmental ... Response to oil and hazardous substance spills, which is included in 1800000, Environmental.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1002000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide supply services.
2.2.1	Certification, Training, and Licensing	<p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p> <p>Contractor personnel shall meet the following certification, training and licensing requirements. The Contractor shall maintain training records for employees and make them available to the KO within 4 hours of request. Training records shall be kept current and on file for the duration of the contract including all option periods.</p> <p>Personnel, who select or pack hazardous materials packages, label containers, fill out shipping papers, load or unload vehicles, move hazardous materials, or operate transportation vehicles shall be trained in accordance with the requirements of DoT 49 CFR Transportation Regulations. Training must be completed within 90 days of employment or change in position. Refresher training or recertification training required a minimum of once every three years. Reference: Department of Transportation Docket HM-126F (49 CFR 172.700) 49 CFR dockets HM-181 (E) (G), HM-126, HM-215B and HM207D.</p> <p>Personnel who operate Powered Industrial Truck (PIT) vehicles shall receive formal classroom and practical training to operate PITs and other material handling equipment (MHE) in accordance with the requirements of 49 CFR 1910.178 and Department of Defense (DoD) 4145.19-R. Training is required of all MHE operators and shall be tailored to the specific type of PIT/MHE used and the environments in which used. Training shall include safety rules, techniques, load handling, inspection, proper operation, etc. Evaluation and physical required every 2 years. Reference: DOD 4145.19-R OSHA Reg 1910.178 29 CFR 1910.178.</p> <p>Personnel performing mail handling/postal worker duties shall be trained on the proper performance of these duties with emphasis on the importance of safeguarding mail, handling of accountable mail, timely delivery, and the serious consequences of negligence of duty. Formal instruction will be provided by the services postal activity. Reference: DoD 4525.6-M</p> <p>Personnel requiring the use of Personal Protective Equipment (PPE) shall be trained on the proper use, adjustment, wear, storage, care and maintenance of PPE. Initial training and annual refresher training is required. Reference: OPNAVINST 5100.23.</p> <p>Personnel who regularly engage in customer interface shall present a professional appearance and use customer interaction best practices. Contractor personnel shall</p>

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Spec Item	Title	Description
		<p>complete customer service training within 30 days of assignment and attend refresher training annually thereafter. The training course must be acceptable to the KO.</p> <p>Initial FAS training of Contractor personnel will be provided by the Government. Once initial (Government) training of Contractor personnel has been provided, the Contractor shall be responsible for the continual training of dispatch personnel within the contract organization. Additional Defense Energy Support Center (DESC) funded training may be made available on submission of justification to Naval Operational Logistics Support Center (NOLSC) Petroleum N422C. The Contractor shall arrange with the Naval Petroleum Office, Code RMB, to have new dispatch personnel trained and certified in (FAS) prior to the contract start date.</p> <p>Personnel operation either Government or Contractor owned vehicles shall have a valid driver's license.</p> <p>Personnel operating vehicles larger than pick-up trucks shall have and maintain a valid commercial driver's license (CDL) appropriate to the class and size of vehicle operated. Type of vehicle being driven must be authorized on CDL. Hazardous material (HAZMAT) endorsement on CDL required for operators transporting hazardous materials. Reference: NAVSEA OP-2239.</p> <p>The Contractor shall ensure all personnel assigned to the RCC are properly trained in the hazards associated with the HM they handle, as well as in the procedures, equipment and safety precautions needed to safely handle the HM they come in contact with. The training requirement list includes the following:</p> <ul style="list-style-type: none"> • Hazard Communication Program (HAZCOMM) <ul style="list-style-type: none"> o Eight Hours Initial Training o Two Hours Annual Refresher • Hazardous Waste Operations and Emergency Response (HAZWOPER) <ul style="list-style-type: none"> o 40 Hours Initial Training o Eight Hours Annual Refresher • Material Handling Equipment (MHE) Operators Training • Packing and Certification Training <ul style="list-style-type: none"> o 80 Hours Initial o 40 Hour Refresher every 2 years • Commercial Driver's License (CDL) training for HM Endorsement renewal • Safety Training • IT Training

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Spec Item	Title	Description
		<ul style="list-style-type: none"> ERP & HMIRS System Administration Per COMFISCINST 5090.1, COMNAVREGEURAFSWAINST5090.1A
2.2.2	Security Clearance Requirements	The Contractor shall furnish the information required on the Security Classification Specification, Form DD254, to process required clearances. The Contractor shall complete and provide all necessary personnel security forms to Security Management prior to being employed and provide other information as required by the Defense Security Service Operations Center-Columbus (DSS OCC) and Office of Personnel Management Investigations for the purpose of initiating personnel clearance requests.
2.3	Special Requirements	
2.3.1	Systems Access	<p>The Government shall provide access to the following systems:</p> <ul style="list-style-type: none"> GCSS Army ... WPS ... SDDC ... GSA ... FAS ... AMSTAC ... Global Air Transportation Execution System (GATES) ... ACAMS ... Integrated Data Environment/Global Transportation Network convergence (IGC) ... Single Mobility System (SMS) ... Electronic Transportation Acquisition (ETA) ... Global Freight Management (GFM) ... Transportation Facilities Guide (TFG) ... Discrepancy Identification System (DIS) ... Financial and Air Clearance Transportation System (FACTS) ... Syncada ... Integrated Booking System (IBS) ... Transportation Global Edit Table (TGET) <p>The Contractor shall submit a complete list of personnel requiring log-ins and access to these systems per Section F. The Contractor shall provide information on each employee as required by Government information technology personnel. The Contractor shall submit an updated list as changes occur.</p>
2.3.2	Systems Access and Training	<p>The Government will provide one three-day training session on the systems identified above. In addition, the Government will provide technical assistance to the Contractor's functional systems manager for five working days prior to full performance start date.</p> <p>Periodically, the Government will provide no-cost training on new systems and system enhancements to a limited number of Contractor personnel who are expected to provide training to the remaining Contractor personnel. The Contractor shall send employees to Government-directed training on forthcoming systems either on-site or at a location specified by the Government. All costs of attendance at either on-site or off-site training, including but not limited to, wages, travel and per diem shall be borne by the Contractor. Historically, there has been a requirement for approximately five man-days of such off-site training per year.</p>
2.3.3	Product Quality Surveillance	The Contractor shall develop and submit a comprehensive Product Quality Surveillance Plan to ensure that fuel products are properly handled, remain within

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Spec Item	Title	Description
	Plan	<p>quality standards and are ready for issue. The plan shall include policy and procedure in accordance with NAVAIR-00-80T-109 regarding sampling, testing at the level applicable to the specified fuel laboratory, laboratory equipment, documentation of tests, reports, records keeping and actions to be taken in case of unacceptable test results. The plan shall fully outline Contractor responsibilities for quality surveillance requirements described in Spec Item 3. The Product Quality Surveillance Plan shall be submitted per Section F.</p> <p>The Contractor shall establish and maintain a system of product quality surveillance records and maintain all such records in a neat, orderly manner. These records shall be kept on file for the duration of the contract and be made available to the Government on request.</p> <p>Samples shall be taken per the API Manual of Petroleum Measurement Standards (MPMS), Chapter 8, Section 1, Manual Sampling of Petroleum and Petroleum Products, and MIL-STD-3004, Quality Surveillance Handbook for Fuel, Lubricants, and Related Products as may be supplemented by local instructions.</p> <p>U.S. Naval Supply Systems Command (NAVSUP) Publication 558, Fuel Management Ashore and local instructions dictate the location of samples to be taken, the frequency, quantity, minimum test requirements, and applicable sample retention procedures.</p>
2.3.4	Fuel Laboratory Equipment	The Contractor shall provide a fuel lab and equipment necessary for the performance of sampling and testing. Equipment must be capable of meeting the sampling and testing requirements specified in MIL-STD-3004 and NAVSUP Publication 558.
2.4	References and Technical Documents	References and technical documents are listed in J-1002000-02, References, Instructions and Directives.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide supply services to ensure customers receive proper support in a timely manner.	The Contractor shall provide services in compliance with applicable instructions and directives listed in J-1002000-02.	<p>Customers receive requested supply services.</p> <p>Supply services are provided as specified.</p> <p>Supply services are provided within the specified time.</p>
3.1	HAZMAT Control and Management (HMCM) Services	The Contractor shall provide HMCM services to ensure proper receipt, storage, and issuance of HAZMAT to customers.	<p>The Contractor shall provide HMCM services for the receipt, storage and issuance of HAZMAT per OPNAVINST 5090.1, Navy Environmental and Natural Resources Program Manual and OPNAVINST 5100.23, Navy Occupational Safety and Health Program Manual.</p> <p>The Contractor shall operate the HAZMINCEN and HAZMAT warehouse facility during normal working hours with on-call response for emergency requirements after normal working hours.</p> <p>The Contractor shall comply with storage and warehousing procedures per DOD 4145.19-R, Storage and Materials Handling, DOD 4140.27-M, Shelf-Life Management Manual and NAVSUP P-529, Warehouse Modernization and Planning Guide.</p> <p>The Contractor shall utilize ERP to document receipts, shelf-life management transactions and issues for hazardous material maintained in HAZMAT stock locations.</p>	<p>HAZMAT is processed as specified.</p> <p>Documentation is current, accurate and complete.</p> <p>No violation of local, Navy, or DoD Environmental Regulations.</p> <p>HAZMINCEN, HM warehouse facility and CHRIMP Center are operated per applicable instructions and policies.</p>
3.1.1	Regional CHRIMP Center (RCC) Operations	The contractor shall operate the Regional Consolidated Hazardous Material Reutilization and	The Contractor shall operate the HAZMINCEN and HAZMAT warehouse facility between 0730 and 1600, Monday through Friday with on-call response for emergency	<p>RCC open during specified hours.</p> <p>After-hours access to HM inventory available</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		Inventory Management Program (CHRIMP) Center (RCC) to ensure proper receipt, storage and issuance of HAZMAT to customers	<p>requirements after normal working hours.</p> <p>The Contractor shall provide an after-hours phone number where personnel can be contacted. In case of an emergency, the Contractor shall provide HM qualified personnel for after-hours access to the HM inventory.</p>	within two hours.
3.1.1.1	Material Management	The Contractor shall provide HM material management services ensure HAZMAT is managed in a safe and proper manner.	<p>The Contractor shall manage HM levels of no more than 90 day usage for customers identified CLDJ Authorized Use List (AUL) in accordance with OPNAVINST 4110.2, HMC&M Program. The Contractor shall only manage HM listed on the AUL.</p> <p>The Contractor shall ensure that HM is safely stored, properly labeled and accurately inventoried.</p> <p>Exceptions to inventory levels may be authorized by the Government.</p> <p>The Contractor shall provide recommendations for changes or adjustments to stocking levels based on customer AUL's, demand history and stocking criteria detailed in COMFISCS 5090.1, HMC&M Program.</p> <p>The Contractor shall provide line item additions and recommended stock level increases or decreases per Section F.</p> <p>Customers will provide a monthly locker inventory to the Contractor. The Contractor shall compare the locker inventory to the outstanding container report and advise the customer of containers requiring resolution. Material no longer needed by the customer or exceeding the 30-day usage requirement will be returned to the RCC.</p>	<p>HAZMAT is processed as specified.</p> <p>Documentation is current, accurate and complete.</p> <p>No violation of local, Navy, or DoD Environmental Regulations.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall try to find alternative uses for HM that has exceeded its shelf life and is not considered hazardous waste, but can be used in non-critical applications.	
3.1.2	Receipt	The Contractor shall receive and process HAZMAT to ensure inspection, sorting, and staging is properly completed in a safe and timely manner.	<p>The Contractor shall receive and process HAZMAT per DOD 4145.19-R and NAVSUP P-723, Navy Inventory Integrity Procedures.</p> <p>Upon delivery, the Contractor shall receive and inspect the shipment and properly store HAZMAT in the appropriate locations within CLDJ. The Contractor shall report all HAZMAT with packaging, labeling or documentation discrepancies to the KO within one hour of identification.</p> <p>HM shall be received, properly labeled and stored according to the compatibility of the material in the appropriate storage lockers. The Contractor shall accept unused (previously opened or never opened) HM customers for restocking in accordance with COMFISCSINST 5090.1, HMC&M Program</p> <p>Locally purchased items shall be cross- referenced to a NSN whenever possible, then labeled and managed as the NSN. Locally purchased items unable to be cross-referenced will be assigned a LSN in accordance with COMFISCSINST 5090.1, HMC&M Program.</p> <p>Receipt of misdirected material, quantity discrepancies, damaged or wrong material will be reported to the Government for disposition instructions.</p>	<p>HAZMAT is correctly processed within four hours following receipt.</p> <p>HAZMAT is verified safe for storage and properly sorted without damage.</p> <p>Notifications of discrepancies are made within the specified time.</p>
3.1.3	Material Data	The Contractor shall	The Contractor shall maintain	MSDS Documentation

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Safety Sheets (MSDS)	maintain MSDS to ensure documentation is available in a timely manner.	<p>English language MSDS's in hard copy format in the RCC for all products received. If a product with a new MSDS is issued to a customer, the Contractor shall provide a hard copy MSDS to the customer. When requested, the Contractor shall also assist customers in obtaining copies of MSDS's.</p> <p>New or updated MSDS's shall be submitted via Heat Ticket process to Navy ERP HEDMO for addition to Hazardous Material Information Resource System (HMIRS); COMFISCSINST 5090.1, HMC&M Program and COMNAVREGEURAFSWAINST 5090.1A</p>	is current, accurate and complete.
3.1.4	Storage	The Contractor shall provide storage to ensure the protection and accountability of supplies.	<p>The Contractor shall implement policies and procedures to maintain the inventory accuracy and accountability of supplies by category defined by NAVSUP P-723.</p> <p>The Contractor shall establish and maintain proper storage practices, management and control of HAZMAT per 29 CFR 1910, Occupational Safety and Health Standards, 49 CFR Part 172, OPNAVINST 5090.1, NAVSUP P-722, Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP) Manual and NAVSUP P-573, Storage and Handling of Hazardous Materials.</p> <p>The Contractor shall comply with storage and warehousing procedures per DOD 4145.19-R, Storage and Materials Handling, DOD 4140.27-M, Shelf-Life Management Manual and NAVSUP P-529, Warehouse Modernization and Planning Guide.</p> <p>Customers must provide their own</p>	<p>All supplies are accounted for as specified.</p> <p>No damage to or loss of supplies due to Contractor negligence.</p> <p>Containers are correctly labeled and identified</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>approved storage for HAZMAT. Customers will manage 30-day inventories and provide the Contractor a monthly inventory for reconciliation of outstanding containers.</p> <p>An annual inventory of all HAZMAT shall be conducted. Reconciliation shall be completed within one week of completion of inventory. Required adjustments to inventory must be approved by the functional area representative.</p> <p>The Contractor shall verify and record quantity, quality, security codes, sensitivity of supplies, NSN, part numbers, substitute stock numbers as applicable, appropriate packaging and shelf life for all supplies maintained in storage.</p>	
3.1.5	Issue	The Contractor shall issue HAZMAT to customers to ensure requests are properly processed in a timely manner.	<p>The Contractor shall issue HAZMAT per OPNAVINST 4614.1, Uniform Material Movement and Issue Priority System (UMMIPS) Standards, DOD Instruction 4500.32, Military Standard Transportation and Movement Procedures and NAVSUP P-485, COMNAVREGEURAFSWAINST 5090.1A and COMFISCSINST 5090.1.</p> <p>The Contractor shall not issue more than a thirty-day supply (inclusive of outstanding container quantity) of HAZMAT at any one time without approval from the Government.</p> <p>The Contractor shall not issue government owned HAZMAT inventory to foreign entities.</p> <p>The Contractor shall identify high priority shipments and process for delivery within 24 hours following receipt. Regular priority shipments</p>	<p>HAZMAT is processed and issued as specified.</p> <p>HAZMAT is processed for delivery within the specified time.</p> <p>No more than five validated customer complaints per month.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>shall be processed for delivery within 48 hours following receipt.</p> <p>The Contractor shall prepare for reissue HAZMAT that has potential for re-use or non-critical application, e.g., resulting from expired shelf life, partial use or defective containers. The Contractor shall limit on-site storage of HAZMAT for reissue to a maximum of 120 calendar days.</p> <p>The Contractor shall not issue HAZMAT that is not on the customers AUL or without a properly completed/approved Hazardous Material Authorization Request (HMAR) form.</p> <p>When work center requirements are not substantiated by demand history, the contractor shall notify the Government.</p> <p>Customers will place their orders via the internet using the ERP. In the event internet connectivity is not available, the RCC shall accept requirements via email, fax, telephone or walk-in.</p> <p>Routine requests for HAZMAT shall be processed and delivered within 24-hours from receipt of request.</p> <p>The Contractor shall verify that the customer is authorized to order and receive HAZMAT.</p> <p>All customers of the RCC shall have an established AUL approved by Safety, Industrial Hygiene and Environmental Departments. Material not previously approved for use by the requesting unit shall not be issued until approval is obtained. The Contractor shall record all customer AUL's and</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>provide AUL electronic copies or access to copies to Safety and Environmental organizations upon request.</p> <p>Ships shall utilize the applicable Type-Ships Hazardous Material Listing (T-SHML) and submarines shall use the applicable Submarine Hazardous Material Control List (SHMCL) as their authorization to purchase, store and use HM. Any ship requisitions received shall be screened against the applicable T-SHML or SHMCL prior to issue. Material that is prohibited for shipboard use shall not be issued without the unit Commanding Officer's approval.</p>	
3.1.6	Shipping and Delivery Documentation	The Contractor shall prepare documentation to ensure shipping and delivery status is properly recorded.	<p>The Contractor shall prepare shipment documentation per NAVSUPINST 4600.70, Military Traffic Management Regulation and DOD 4500.32-R, MILSTAMP Transportation Account Codes (TACs), Volume 2.</p> <p>The Contractor shall prepare and complete all required documentation, including obtaining customer signature after delivery to verify receipt of supplies.</p> <p>Material packaging, labeling and shipping papers shall conform to applicable standards set forth in the DoD FGS for Camp Lemonnier, Djibouti, and the laws and regulations of Camp Lemonnier, Djibouti for the applicable mode of transportation.</p>	Documentation is current, accurate and complete as specified.
3.1.7	Transportation	The Contractor shall provide HAZMAT transportation services to ensure HAZMAT is delivered to the customer safely and properly.	<p>The Contractor shall deliver HM to the customer only after receipt and labeling at the RCC.</p> <p>The Contractor shall ensure delivery personnel are trained and licensed IAW with applicable laws and regulations.</p>	HM safely delivered to customers by trained and licensed personnel.

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			HM shall only be transported in Contractor or Government owned vehicles meeting the applicable standards.	
3.1.8	Labeling	The Contractor shall label all HM to ensure all material meets the OSHA Hazard Communications Standards.	<p>The Contractor shall ensure all material is labeled to meet OSHA Hazard Communications Standards to include the manufacture’s name, address, emergency phone number and warnings.</p> <p>The Contractor shall ensure containers are properly labeled in accordance with 29 CFR 1010.120 , 29 CFR 1910.1200, OPNAV 5100.23G and DLA 4140.27M and COMFISCSINST 5090.1 sections 5.1.2.2 -5.1.2.2.3.</p> <p>The Contractor shall ensure all HM in the inventory is labeled with the Commercial and Government Entity (CAGE), MSDS, Material Type and applicable shelf-life extension labels.</p> <p>The Contractor shall apply an ERP bar code tracking label immediately upon receipt and to each container prior to issue.</p> <p>Supplemental labels shall not cover the manufacture’s health and safety warnings or product name.</p> <p>The Contractor shall apply shelf-life extension labels when necessary.</p> <p>Contractor shall transport and place materials in predetermined storage location at the RCC or activity work center HAZ/Flam Lockers.</p> <p>Contractor shall ensure any material obtained from other than American sources are labeled in English and have a matching English language MSDS.</p>	Containers are labeled IAW regulations as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.1.9	Locker Assessments	The Contractor shall conduct CHRIMP compliance locker assessments to ensure all customer HM lockers meet storage requirements.	<p>The Contractor shall conduct assessments of all customer HM storage lockers.</p> <p>The Contractor shall update the locker assessment plan to reflect actual dates of completed assessments.</p> <p>The Contractor shall review each locker and document HAZMAT that is:</p> <ol style="list-style-type: none"> 1) improperly labeled 2) in excess of 30-day requirements 3) not on the customer AUL 4) not stored with compatible items <p>The Contractor shall submit customer storage area assessment results per Section F.</p>	HM lockers are IAW COMFISCSINST 5090.1 Section 5.1.3.3
3.1.10	New Customer Initiation	The Contractor shall ensure new customers of the RCC are established in the ERP to ensure HM in the customer's custody is properly accounted for.	<p>Contractor shall ensure new customers of the RCC are established in the ERP using a standardized plan of action and milestones.</p> <p>The Contractor shall ensure all customers on Camp Lemonnier and at the FOL's and COL's are fully integrated into the RCC.</p> <p>Meetings to establish new HMC&M processes for Camp Lemonnier will be arranged by the functional area representative and the COR. The customers and the Contractor shall attend these meetings to disseminate information, resolve process problems and establish a plan of action and milestones (POA&M) for new customer initiation. Frequency of this meeting shall be during the first month of contract start and quarterly thereafter.</p>	<p>New customers are established in the ERP as required.</p> <p>Meetings are attended as required.</p>
3.1.11	HM Spill Procedures	The Contractor shall provide HM spill services to ensure the	The Contractor shall utilize the CLDJ Management Action Plan for guidance on spill prevention and	Services performed IAW the CLDJ Management Action

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		installation complies with DoD OEBGD and Navy policies, instructions and guidance.	<p>reporting. Only properly certified personnel are authorized to cleanup or contain HM and HW spills or discharges.</p> <p>The Contractor shall be liable for HM/HW spills, the cost of containment, environmental cleanup, disposal and any other associated costs (non-regulatory), when Contractor personnel are responsible for the spill.</p> <p>The Contractor shall report all HM spills within the RCC immediately to the Environmental Office and others as specified in the Contractor's Safety plan. Additionally, the Supply Officer and the COR shall be notified as soon as possible after the spill is cleaned-up or controlled. The Contractor shall reimburse the Government for any spilled material due to Contractor's negligence.</p>	Plan.
3.1.12	Visitor Escorts	The Contractor shall escort DOD personnel to allow for the performance of surveys, studies and inspections to ensure visitors have safe and adequate access.	<p>The Contractor shall not allow the inspection of sites without the presence or authorization of a Government representative.</p> <p>The Contractor shall escort, as required, DOD personnel to allow for the performance of surveys, studies and inspections of the HM/HW operations and facilities. The Contractor shall notify the appropriate Government representative immediately upon notification of such inspections.</p> <p>The Contractor shall notify the COR immediately of any safety or security discrepancies identified in the inspection.</p> <p>Visitors without prior authorization shall be required to wait until the COR or Government Safety/Environmental representative is present or authorizes the visit.</p>	Visiting personnel escorted as required.

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			The Contractor shall assist and provide appropriate documentation at the request of the COR to regulatory agencies associated with HMC&M operations.	
3.2	POL Management Services	The Contractor shall provide POL management services to ensure quality fuel is available to safely meet fuel service needs in a timely manner.	<p>The Contractor shall perform POL management services in compliance with all Federal and local statutes and regulations and with DoD policies, instructions and guidance, including DoD 4140.25-M, DoD Management of Bulk Petroleum Products, NAVAIR 00-80T-109, UFC 3-460-03, OPNAVINST 5090.1, and MIL-STD-3004D.</p> <p>The Contractor shall coordinate the delivery of fuel to ensure fuel requirements are met. Currently, fuel is provided under a separate contract through the DLA – Energy.</p> <p>The Contractor shall maintain a 15 day supply of diesel fuel and a 10 day supply of MOGAS in support of CLDJ operations. The Contractor shall maintain supplies of aviation fuel sufficient to support mission execution as limited by the available CLDJ storage capacity.</p> <p>Bulk and fuel operations shall be performed per NAVAIR 00-80T-109 and UFC 3-460-03.</p> <p>The Government shall be responsible for the delivery of fuel supplies to the CLDJ diesel/MOGAS station storage tanks.</p>	<p>Quality fuel is available and provided to meet specified requests within the specified time.</p> <p>Operations comply with safety rules per NAVAIR 00-80T-109, UFC 3-460-03 and OPNAVINST 5000.1</p> <p>All fuel service actions are accurately processed and recorded in FAS within the specified time per DLA-E policy.</p> <p>No fuel spills due to Contractor negligence or misconduct.</p> <p>Fuel operations shall comply with the appropriate regulations.</p> <p>Fuel supplies are collected and laboratory analysis performed locally prior to issue.</p>
3.2.1	Bulk Storage Operations	The Contractor shall receive, transfer, and issue fuel from bulk storage systems to ensure fueling requests are properly met in a safe and timely manner.	The Contractor shall adhere to the guidance, policy, and procedures regarding the performance of fuel storage operations per NAVSUP P-558.	<p>For each fuel service request, qualified personnel and adequate equipment meet the demand within the specified response time.</p> <p>Operations comply with</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
				<p>safety rules per Chapter 8 of NAVSUP P-558.</p> <p>No fuel spills due to Contractor negligence or misconduct.</p> <p>All fuel service actions are accurately documented and recorded in FAS within the specified time.</p>
3.2.1.1	Fuel Receipt	The Contractor shall receive fuel to ensure fuel is available and provided in a safe manner.	<p>The Contractor shall take all steps and precautions necessary for product receipt per MIL-STD-3004D, NAVAIR-00-80T-109, and applicable DLA Policies and DoN regulations and installation instructions applicable to fuel operations.</p> <p>The Government will provide access for the Fuel Department to utilize to a subcontracted laboratory through DLA-Energy for receipts.</p>	<p>For each fuel service request, qualified personnel and adequate equipment meet the demand within the specified response time.</p> <p>The amount and type of quality fuel is available to meet specified requests.</p> <p>Operations comply with safety rules per MIL-STD-3004D, UFC 3-460-03 and NAVAIR 00-80T-109.</p> <p>No fuel spills due to Contractor negligence or misconduct.</p>
3.2.1.2	Product Quality	The Contractor shall perform fuel sampling and testing to ensure quality fuel within storage systems.	<p>The Contractor shall adhere to the Product Quality Surveillance Plan described in Spec Item 2.3.3.</p> <p>The Contractor shall sample and test all fuel tanks, filter separators, bladders and trucks in accordance with MIL-STD-3004D and NAVAIR 00-80T-109 to validate and verify fuel quality.</p> <p>The Contractor shall establish and maintain a system of product quality surveillance records, maintain all such records in a neat and orderly manner. These records shall be kept</p>	<p>Daily Sampling and class “C” laboratory services are performed in accordance with NAVAIR 00-80T-109.</p> <p>No off-specification fuel is received into or issued from fuel storage tanks.</p> <p>The Fuels Manager is notified within 15 minutes of determination that any fuel is off-specification.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>on file for the duration of the contract, be made available to the Government on request and turned-over to the Government at the termination of the contract.</p> <p>Fuel Issued to Aircraft: Fuel in refueler trucks, direct fueling stations, or other shore-based equipment used to dispense fuel directly into aircraft shall be recirculated (flushed) through the equipment/system's hose and refueling nozzle and back to a fuel tank prior to the First refueling of the day. During recirculation the fuel shall be sampled at the nozzle and tested for:</p> <ol style="list-style-type: none"> 1. Color (visual inspection) 2. Appearance (visual inspection) 3. Free Water (CCFD?FWD or equivalent) 4. Sediment/particulates (CCFD or equivalent) <p>Recirculation (flushing) and testing are required on all in-service refueling equipment/systems once during every 24-hour period.</p> <p>Samples shall be taken per the API Manual of Petroleum Measurement Standards (MPMS), Chapter 8, Section 1, Manual Sampling of Petroleum and Petroleum Products and MIL-STD-3004D, Quality Surveillance Handbook for Fuel, Lubricants and Related Products, MIL-STD-3004D and applicable DLA policies. Fuel Management Ashore dictates the location of samples to be taken, the frequency, quantity, minimum test requirements and applicable sample retention procedures.</p> <p>The Contractor shall sample and test bulk fuel delivery trucks per MIL-STD-3004D, and applicable DLA</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>policies. No petroleum product shall be received or issued until its quality and confirmation of conformance with specifications has been determined.</p> <p>The Government Fuels Officer will direct actions to be taken for off-specification fuel.</p> <p>The Contractor shall maintain a fuel sampling log and track laboratory, sampling, and testing programs. These records shall be kept on file for the duration of the contract and be made available to the Government on request.</p>	
3.2.1.3	Fuel Accounting	The Contractor shall maintain records of all fuel service actions to ensure data is properly entered and maintained in a timely manner.	<p>The Contractor shall perform basic fuel accounting and administration functions such as collecting and reviewing fuel receipt documents.</p> <p>The Contractor shall ensure all documents are legible and accurate, shall generate FAS reports, and prepare all documents, including pass down logs, fuel receipts, and daily summary reports for submission to the Government fuel accounting office per Section F.</p> <p>The Contractor shall maintain and update fuel service data tables and submit to the KO and the Fuels Officer per Section F.</p>	All fuel service actions are recorded and verified to be accurate in FAS by the end of each workday and prior to submission of daily reports.
3.2.2	Ground and Aviation Fuel Operations	The Contractor shall provide ground and aviation fuel operations to ensure services are properly performed in a safe and timely manner.	<p>The Contractor shall adhere to the guidance, policy and procedures regarding the performance of ground and aviation fuel operations per NAVAIR-00-80T-109, MIL-STD-3004D and applicable DLA Policies.</p> <p>The Contractor shall provide fuel delivery as necessary 24 hours per day, seven days per week.</p>	<p>Services are provided as scheduled or as requested.</p> <p>Operations comply with safety rules per MIL-STD-3004D, UFC 3-460-03, and NAVAIR 00-80T-109.</p> <p>No fuel spills due to Contractor negligence or misconduct.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.2.2.1	Service Station Operations	The Contractor shall operate the service station to ensure customers receive quality products in a safe and timely manner.	<p>The Contractor shall manage fuels, including diesel fuel #2, MOGAS unleaded regular (MUR) and maintain adequate levels of readily deliverable products at the service station.</p> <p>The Contractor shall manage and operate the diesel/MOGAS fuel station equipment to provide refueling to CLDJ vehicles.</p> <p>The Contractor shall comply with safety rules per MIL-STD-3004D, UFC 3-460- 03, NAVAIR 00-80T-109.</p> <p>The Contractor shall provide metering equipment at retail fuel stations so that fuel purchases may be properly charged to the purchaser/acquiring activity.</p> <p>The Contractor shall provide fuel consumption reports detailing fuel consumption by each purchaser or acquiring activity per Section F. The report format shall be organized to allow the Fuels Officer the ability to charge acquiring activities for their fuel usage/purchase.</p> <p>The Contractor shall maintain metering equipment in proper working order at all times. The Contractor shall ensure metering equipment is properly calibrated at least semi-annually.</p>	<p>Amount and type of quality fuel is provided to meet demand.</p> <p>Service station is operational and accessible 24 hours a day.</p> <p>Operations comply with safety rules per MIL-STD-3004D, UFC 3-460- 03, NAVAIR 00-80T-109.</p> <p>No fuel spills due to Contractor negligence or misconduct.</p>
3.2.2.2	Fuel Delivery	The Contractor shall coordinate delivery of fuels to ensure customers receive quality products in a safe and timely manner.	<p>The Contractor shall coordinate delivery of ground and aviation fuels as scheduled or upon request to delivery points, e.g. airfield, generator sites, storage tank locations and vehicle and equipment locations.</p> <p>For each fuel request the Contractor shall coordinate the delivery of fuel vehicles and operators as specified to the location identified and</p>	<p>For each fuel service request, qualified personnel and adequate equipment meet the demand within the specified response time.</p> <p>Amount and type of quality fuel is provided to meet specified request.</p>

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			<p>prioritized by the requester so that each truck and operator arrive at the location within 30 minutes of receipt of request by the dispatch center.</p> <p>If the request for service is for multiple locations, the Contractor shall continue to coordinate services in an orderly manner and have enough personnel on duty until all fuel servicing requirements for the specified requests are met in order to meet the 30 minutes of receipt of request per the dispatch center requirement.</p> <p>The Contractor shall coordinate delivery of fuels as scheduled or upon request to delivery points, e.g. airfield, generator sites, storage tanks, vehicles and equipment locations, as listed in J-1002000-03 POL Delivery Points.</p>	<p>Operations comply with safety rules per MIL-STD-3004D, UFC 3-460-03 and NAVAIR 00-80T-109.</p> <p>No fuel spills due to Contractor negligence or misconduct</p>
3.2.3	Preventive Maintenance (PM)	The Contractor shall develop and implement a PM program for POL systems and equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The Contractor shall develop a PM program and submit per Section F.</p> <p>The PM program shall be developed based on UFC 3-460-03, Operation and Maintenance: Maintenance of Petroleum Systems and NAVFAC MO-230, Maintenance and Operation of Petroleum Facilities, and NAVAIR 00-80T-109.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$250 per occurrence in direct material and labor cost under recurring portion of the contract. Incidental repairs work performed under maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification.</p>	<p>Maintenance is accomplished in accordance with the Contractor’s PM program and work schedule.</p> <p>PM is performed in accordance with UFC 3-460-03, NAVFAC MO-230, and NAVAIR 00-80T-109.</p> <p>Notification of repair work exceeding the PM limit is submitted to the KO within the specified time limit.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Non-recurring work may be issued for repairs exceeding the incidental repairs limit.</p> <p>Excessive or repeated breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The PM program shall provide an economical approach to manufacturers' recommended procedures, OEM standards, and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p> <p>The Contractor shall upload the monthly PM schedule five days prior to the end of the month and maintain an ongoing record of PM accomplishment in MAXIMO®. Completed PMs shall be entered into MAXIMO within three days of completion.</p> <p>The Contractor shall submit a monthly completed PM report per Section F.</p>	
3.2.3.1	Fuel Delivery Vehicles	The Contractor shall perform PM on fuel delivery vehicles and associated equipment to ensure proper operations to minimize breakdowns and to maximize useful life.	<p>PM for fuel delivery vehicles is limited to fuel storage and distribution equipment per UFC 3-460-03 and NAVAIR 00-80T-109.</p> <p>Informational Note: Maintenance of the engine, tires, brakes, steering, transmission, suspension and other vehicle operation components is performed within Specification 1700000, BSVE.</p> <p>The Contractor shall be responsible for inspection and maintenance of</p>	PM is accomplished per the Contractor's program and work schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>hoses, pumps, and all other related fuel handling and delivery equipment which are ancillary to the delivery and handling vehicles.</p> <p>The Contractor shall complete and document equipment inspections on vehicle inspection forms prior to the initial dispatch of the equipment for the duty day.</p>	
3.3	Mail Services	The Contractor shall provide mail services to ensure mail is properly processed in a timely manner.	<p>Mail services includes, as a minimum, collection, screening, sorting and distribution of incoming mail and collection, sorting, consolidation, metering, dispatching outgoing mail and processing for Government approval claims and inquiries.</p> <p>The Contractor shall comply with DoD Postal Manual 4525.6-M, DoD Official Mail Manual DoD 4525.8-M, FISCINST 5112.6, OPNAVINST 5112.6D, NAVSUPINST 5119.1, USPS Domestic Mail Manual and USPS International Mail Manual and CAMPLEMDJINST 5112.1.</p> <p>The Contractor shall be fully responsible for maintaining inventory levels of USPS materials and supplies as needed for the day-to-day activities of the Post Office and Mail Services.</p> <p>The Contractor shall pick-up and delivery mail from/to air carriers as required.</p> <p>The Contractor shall provide a qualified COPE IAW DOD 4525.6-M C5.2.</p> <p>The Contractor shall provide qualified manning for the registered mail room IAW DOD 4525.6-M C9.</p> <p>The Contractor shall provide lobby</p>	<p>Mail is accurately processed.</p> <p>Mail services are provided within the specified time.</p> <p>SOPs are complete and current as specified.</p> <p>USPS materials and supplies available at all times.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>access for incoming mail pickup and outgoing mail drop-off by customers and a customer service window to assist customers with accountable mail and oversize articles from 0800 to 1700 Monday thru Saturday (excluding Federal holidays).</p> <p>The Contractor shall submit Mail Services SOPs per Section F.</p>	
3.3.1	Incoming Mail Processing	The Contractor shall process incoming mail to ensure mail is properly screened, made available for customer pickup, and delivered in a timely manner.	The Contractor shall provide services for incoming mail to include picking up the mail from the POE, sorting, scanning, distributing to appropriate mail boxes and providing services for customer pickup.	<p>Incoming mail is processed per instructions and directives as specified.</p> <p>Incoming mail is available for pickup or delivery within eight business hours after drop-off by carriers.</p> <p>CLDJ, portside, air operations, COLs/FOLs and foreign service mail delivered as specified.</p>
3.3.1.1	Collection, Screening, and Sorting	The Contractor shall collect, screen, and sort incoming mail to ensure mail is properly processed in a timely manner.	<p>The Contractor shall provide services to all incoming mail at designated carrier drop-off areas within two hours after carriers have completed download of cargo, and Djibouti local Post Office once every two weeks.</p> <p>The Contractor shall screen all incoming mail for explosives, anthrax and biological or chemical substances. The Contractor shall isolate suspicious articles and notify Security, Quarter Deck and Postal Officer immediately when suspicious mail has been identified.</p> <p>The Contractor shall further screen at a minimum 5 sample locations for incoming mail using the X-Ray scanner provided in the building.</p> <p>Any mail picked-up at the local</p>	<p>Mail is collected, screened and sorted per instructions and directives.</p> <p>Incoming mail is collected within specified time.</p> <p>All suspicious articles are isolated and reported immediately upon discovery.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Djibouti Post Office shall be fully screened using the X-ray scanner provided.	
3.3.1.2	Distribution	The Contractor shall perform distribution to ensure incoming mail reach specified recipients in a timely manner.	<p>The Contractor shall clearly post mail distribution schedule in the lobby. Processed mail shall be available for customer pickup by 1300 hours the same day following arrival.</p> <p>The Contractor shall provide a Mail Orderly program and training IAW DOD 4525.6-M C15.</p> <p>The Contractor shall maintain a Directory Services Section IAW DOD 4525.6-M C3.4.</p>	<p>Mail is distributed per instructions and directives.</p> <p>Incoming mail is available for customer pickup within the time specified.</p> <p>Air Operations mail is delivered as specified.</p>
3.3.2	Outgoing Mail Processing	The Contractor shall process outgoing mail to ensure mail is properly collected, sorted, metered, and dispatched for delivery in a timely manner.	The Contractor shall provide services for outgoing mail to include: receiving/collecting, processing/scanning, preparing for dispatch, and dispatching.	<p>Outgoing mail is processed per instructions and directives.</p> <p>Outgoing mail (CLDJ, pier side, air operations, COLs/FOLs and foreign service) is dispatched within specified time.</p>
3.3.2.1	Collection	The Contractor shall collect outgoing mail to ensure all mail is properly received and processed in a timely manner.	<p>The Contractor shall post outgoing mail collection schedule for same day processing for each individual drop box.</p> <p>The Contractor shall provide designated and clearly labeled receptacles for customers to deposit outgoing mail.</p>	<p>Mail is collected per instructions and directives.</p> <p>Metrics have to be defined in terms of quality and timeliness</p> <p>Outgoing mail is collected per Contractor's schedule.</p> <p>Air Operations mail is collected as specified.</p>
3.3.2.2	Sorting and Consolidation	The Contractor shall sort and consolidate outgoing mail by priority and destination to ensure carriers with the most economical mail rates are utilized.	Personal outgoing mail with postage affixed shall go directly to dispatch. Personal outgoing mail without postage affixed shall be returned to sender with the exception of free mail.	Mail is sorted and consolidated per instructions and directives.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.3.2.3	Metering	The Contractor shall perform metering to ensure payments for outgoing mail are properly rendered in a timely manner.	The Contractor shall affix postage and/or payment labels to all mail, to include official outgoing mail articles.	<p>Mail is metered per instructions and directives.</p> <p>Stamps and money orders are available for purchase by authorized customers.</p> <p>Window Clerks maintain their accounts within the USPS/MPSA required tolerances.</p> <p>No occurrence of articles being returned without proper postage due to Contractor's negligence.</p>
3.3.2.4	Dispatching	The Contractor shall process outgoing mail to ensure mail is properly dispatched for delivery in a timely manner.	The Contractor shall dispatch outgoing mail by preparing mail for carrier acceptance based on next availability of flight.	<p>Mail is dispatched per instructions and directives.</p> <p>Outgoing mail is dispatched within specified time.</p>
3.4	Mortuary Affairs	The Contractor shall provide vehicle and driver services to ensure the safe and proper transport of human remains.	<p>The Contractor shall provide a refrigerated vehicle, driver, and loading and unloading assistance as needed in support of mortuary affairs.</p> <p>The Contractor provided vehicle shall have the capacity to transport a mortuary affairs transfer box containing human remains. The transfer box dimensions are 85 inches long, 26 inches wide, and 17 inches high, and weighs approximately 70 pounds.</p> <p>The Mortuary Affairs need for the vehicle is necessarily unpredictable.</p> <p>The vehicle must be immediately available at all times for Mortuary Affairs services. The vehicle must be available for the entire duration of Mortuary Affairs' need for the</p>	<p>Refrigerated vehicle is in proper working order and available at all times when requested.</p> <p>Contractor responds to location of needed services within 30 minutes of request.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			vehicle, which is unpredictable. "Immediately available" means the vehicle will be at the place where needed within 30 minutes after notification to Contractor of the need.	

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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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1200000 MWR

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, materials, supplies and equipment required to perform Morale, Welfare, and Recreation (MWR) services for Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The mission of the local MWR program is to provide quality, varied, wholesome, and constructive recreation and social activities that contribute to the mental, physical, social, and educational enrichment of all participants. The accomplishment of this mission directly contributes to the readiness of Navy activities/units and personal readiness and retention of Navy personnel. This sub-annex includes the requirements for MWR Category A and Category B services, including, but not limited to marketing services, property management services, fitness program services, liberty services, outdoor recreation services, recreation center operation, library operation, entertainment and special events services.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... Mechanical, electrical, and structural facility components maintenance and repair are included in 1502000 Facility Investment ... Custodial services are included in 1503010 Custodial ... Pest Control services are included in 1503020 Pest Control ... Integrated Solid Waste Management services are included in 1503030 ISWM ... Maintenance of vehicles used for turf field maintenance is included in 1700000 BSVE.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1200000-01.
2.2	Personnel	<p>The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to provide MWR program services per CNICINST 1710.3.</p> <p>The Contractor shall submit a current MWR organization staffing chart per Section F.</p>
2.2.1	Certification, Training, and Licensing	<p>Qualifications of key personnel are listed in J-1200000-02. Medical clearance requirements for food and beverage personnel are listed in J-1200000-03. General personnel requirements are listed in J-1200000-04.</p> <p>The Contractor shall refer to the National Organization for Competency Assurance (NOCA) website for additional information relating to accredited certification requirements.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.2.1.1	Fitness Personnel	The Contractor's fitness staff personnel shall be trained and certified per CNICINST 1710.3. All fitness personnel employed for 90 days or more shall have completed training and received certification in Cardiopulmonary Resuscitation (CPR), First Aid, Automatic External Defibrillator (AED), and local emergency procedures.
2.2.1.2	Recreational Sports Personnel	The Contractor's recreational sports staff personnel employed for 90 days or more shall have completed training and received certification in CPR, First Aid, AED, and local emergency procedures. Recreational sports officials and medical support personnel shall be certified and licensed per CNICINST 1710.3.
2.2.1.3	Aquatics Personnel and Lifeguards	The Contractor's aquatics staff personnel and all lifeguards shall be trained and certified per Sections 1514, 1515, 1516 and 1517 of CNICINST 1710.3 and NAVMED P-5010-4. All aquatics staff personnel employed for 90 days or more shall have completed training and received certification in CPR, First Aid, AED, and local emergency procedures. In addition, personnel shall receive bloodborne pathogen training and be enrolled in the local bloodborne pathogen program as appropriate. Hazard communication training and appropriate storage practices for pool chemical shall be provided in accordance with 29 CFR part 1910.1200 and OPNAVINST 5100.23, Navy Occupational Safety and Health Manual.
2.2.1.4	Outdoor Recreation Personnel	The Contractor's outdoor recreation personnel shall be trained and certified per CNICINST 1710.3.
2.2.1.5	Volunteer Personnel	The Contractor shall verify that all volunteer personnel are qualified per CNICINST 1710.3.
2.2.1.6	Customer Interface Personnel	The Contractor's personnel who regularly engage in customer interface shall present a professional appearance and use customer interaction best practices. Personnel shall be cheerful, polite, attentive, accommodating, well-groomed, and in clean attire including a staff shirt and nametag.

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Spec Item	Title	Description
2.3	References and Technical Documents	References and Technical Documents are listed in J-1200000-05.
2.4	Records and Reports	Records and reports are listed in Section F of the solicitation.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide and promote MWR program services to ensure mental, physical, social and educational needs of eligible patrons are met.	<p>MWR program services are limited to Category A and B activities.</p> <p>The Contractor's MWR program services shall encourage positive individual values and aid in readiness, recruitment, and retention of personnel by providing a community support system that makes the installation a temporary hometown for a mobile military.</p> <p>The Contractor shall provide MWR program services per instructions and directives in J-1200000-05.</p> <p>The Contractor shall verify identification of all patrons so that only authorized patrons are allowed to use MWR facilities and programs.</p> <p>The Contractor shall develop Standard Operational Procedures (SOP) for each program in accordance with the respective requirement. The Contractor shall submit SOPs per Section F.</p> <p>The Contractor shall document hourly, daily, monthly and annual patron usage of all operated facilities and patron participation in all programs and events. The Contractor shall submit a Patron Utilization Report monthly, and an annual summary per Section F.</p> <p>The MWR Facility Hours of Operation is provided in J-1200000-06. The MWR Consumables Inventory is listed in J-1200000-07. Estimated Quantities of Annual Work is provided in J-1200000-08.</p>	<p>MWR program services are actively promoted.</p> <p>Quality, varied, wholesome, and constructive recreation and social activities are provided.</p>
3.1	Common Support Services	The Contractor shall provide common support services to ensure programs and services offered are operationally and fiscally sound and satisfy the needs and interests of eligible	<p>The Contractor shall provide common support services per CNICINST 1710.3.</p> <p>The Contractor shall host, attend and participate in required meetings for councils and committees as directed by the MWR Site director. The Contractor shall submit meeting</p>	<p>Services are provided per instructions.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		patrons.	<p>agendas and written minutes of the meeting per Section F.</p> <p>The Contractor shall provide administrative support to, and accompany as required, personnel, periodically conducting official audits and inspections of installation MWR programs.</p>	<p>External audits and inspections confirm that common support services comply with policies, standards and regulations.</p>
3.1.1	Operations Management	The Contractor shall perform operations management to ensure services offered are conducted in a consistent and professional manner and the needs and interests of eligible patrons are properly assessed.	<p>The Contractor shall maintain, implement and update written SOPs for key elements of all services provided, to include, as a minimum. goals and objectives for program enhancement, customer service strategy and interaction standards, patron eligibility, inventory control, hours of operation, facility opening and closing procedures, reservation and rental procedures, issuing and return of equipment and supplies, facility rules and regulations, equipment maintenance and repair, loss prevention, safety regulations, accident prevention and reporting, emergency procedures, and incidents involving blood.</p> <p>The Contractor shall submit SOPs per Section F.</p> <p>The Contractor shall develop a structured program to regularly and systematically collect customer feedback. Customer feedback cards shall be made continuously available to patrons at time of service. The Contractor shall submit customer feedback summary reports per Section F. The Contractor shall submit individual Customer feedback cards for each monthly summary report upon request.</p>	<p>SOPs are complete and current as specified.</p> <p>Surveys and assessments are conducted as specified.</p> <p>Patron usage statistics are complete and accurate.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall complete and submit a written Evaluation Report for Trips, Outings and Special Events per Section F.</p> <p>The Contractor shall conduct formal annual customer surveys results documented in a Customer Survey Action Response Report and submitted per Section F. The Contractor shall use the Government provided annual customer survey form when conducting the surveys.</p>	
3.1.2	Marketing	The Contractor shall perform marketing to ensure programs and services offered are proactively promoted.	<p>The Contractor shall develop an annual written marketing plan that is updated quarterly and submit per Section F.</p> <p>The Contractor shall develop and utilize all practicable means of locally available media, to promote awareness of programs and services offered and upcoming events. The Contractor shall maintain at all operated facilities resource files for community events and activities and referral lists for patrons with special interests.</p> <p>The Contractor shall provide two-way communication outreach to ensure awareness is promoted, leadership input and support is obtained, and participation in programs, activities and events is maximized. Communication outreach includes public relations and networking with patrons, an intended target audience; command, ship, and squadron leadership; MWR colleagues; and the installation community.</p>	<p>Services are conducted per Contractor's marketing plan.</p> <p>Media information is accurate and current.</p> <p>Program and services promotional materials are visible, accurate and available.</p>
3.1.3	Property Management	The Contractor shall perform property management to ensure property is safe, aesthetically attractive, functional, and controlled.	The Contractor shall conduct daily walk-through inspections of facility areas, record and correct observed deficiencies per CNICINST 1710.3. Any deficiency that would result in a delivered operation or service being curtailed shall be corrected within three days following discovery. The Contractor shall be fully responsible to correct any deficiency up to a limit of liability of \$1500 in combined labor and material costs per deficiency. For deficiencies exceeding the Contractor's	<p>MWR property is maintained in a safe, aesthetically attractive, and normal working condition.</p> <p>Observed deficiencies are corrected in a timely manner as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>limit of liability, the Contractor shall submit a Daily Walk-Through Deficiencies Report per Section F.</p> <p>The Contractor shall coordinate safety inspections of MWR property with the CLDJ Safety Office to ensure facilities, equipment, fixtures and vehicles are operating and maintained in a safe manner per CNICINST 1710.3.</p> <p>The Contractor shall conduct and document inventories for the control of fixed assets, minor property and vehicles monthly. An inventory of equipment and supplies used in each event and season shall be conducted at the end of each fitness activity, sports activity, or season. The Contractor shall effectively mark all equipment and supplies as MWR property.</p>	All property is accounted for as specified.
3.2	Fitness Services	The Contractor shall provide fitness services to ensure physical and mental readiness of eligible patrons is promoted and quality of life is enhanced in a safe manner.	<p>The Contractor’s fitness services shall promote physical fitness, recreational sports, and aquatics through availability of educational and voluntary participatory programs, facilities and equipment.</p> <p>The Contractor shall provide fitness services and conduct patron safety training per CNICINST 1710.3, OPNAVINST 5100.25, Navy Recreation, Athletic and Home Safety Program, and local safety and health regulations.</p> <p>The Contractor shall plan and schedule the availability of the fitness, recreational sports, and pool facilities and equipment to optimize their use based on results of surveys. A program policy regarding equipment usage and duration shall be maintained to ensure patrons are afforded reasonable access to all equipment. The Contractor shall randomly monitor, at a minimum hourly, all areas of operated fitness facilities to ensure patron safety and compliance with policies, to assess facility and equipment condition and serviceability, and to offer guidance and assistance to the patrons.</p> <p>The Contractor shall develop an Annual Fitness Center Schedule of</p>	<p>Services are provided per Contractor’s SOPs and annual schedule.</p> <p>No accidents or injuries occur due to Contractor’s negligence.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Events and submit per Section F.</p> <p>The Contractor shall submit a Monthly Updated Schedule of Events per Section F.</p>	
3.2.1	Fitness Center Services	The Contractor shall provide fitness center services to ensure the physical and mental fitness of eligible patrons is enhanced.	The Contractor shall establish and maintain, as applicable, alliances with allied health care providers and military and civilian rehabilitation centers to make patrons an integral part of the wellness prescription.	Services are conducted per Contractor's SOPs.
3.2.1.1	Fitness Center Operation	The Contractor shall operate the fitness center to ensure facilities and equipment are safe, clean, available, and functional.	<p>The Contractor shall operate the fitness center facilities per the operating hours specified in J-1200000-06. The fitness center equipment inventory is provided in J-1200000-09.</p> <p>The Contractor shall clean, sanitize, maintain, and repair all fitness center equipment.</p> <p>All equipment shall be maintained per manufacturers' manuals and service schedules. The Contractor shall be fully responsible for all repairs to fitness center equipment up to a limit of liability of \$1500 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the Recurring liability limit, the Government may order the work under the Non-Recurring section of this contract; however, the Government will only be liable for the amount of cost exceeding the Recurring liability limit.</p> <p>The Contractor shall provide cleaning stations to provide chem wipes, spray bottles, antibacterial wipes and trash receptacles for patron use to clean and sanitize machines and equipment. The Contractor shall provide bleach water spray bottles for use in the sanitization of mats.</p>	<p>Fitness center is accessible during specified operating hours.</p> <p>Equipment is cleaned and maintained per Contractor's SOPs.</p>
3.2.1.2	Fitness Center Program	The Contractor shall develop, manage, and execute a fitness center program to ensure the special interest needs of	The Contractor's fitness center program shall comply with Fitness Center Program Requirements identified in J-1200000-08.	Fitness center program meets specified requirements.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		eligible patrons are met in a safe manner.		
3.2.2	Recreational Sports Services	The Contractor shall provide recreational sports services to ensure the physical and mental fitness of eligible patrons is enhanced.	<p>The Contractor shall provide recreational sports services per CNICINST 1710.3.</p> <p>The Contractor shall develop and provide a training program for intramural officials which includes classroom instruction, field clinics, and testing criteria. The Contractor's training program shall be made available to the Government for review upon request.</p>	Services are conducted per Contractor's SOPs.
3.2.2.1	Recreational Sports Facilities Maintenance	The Contractor shall perform maintenance to ensure recreational facilities and equipment are safe, clean, available, and properly prepared for intended use.	<p>The Contractor shall prepare, clean, maintain and repair all courts, playing fields, artificial turf fields, running trails, practice nets and related equipment per official sport regulations and rules and manufacturer recommendations.</p> <p>The Contractor shall maintain and repair all recreational equipment. All equipment shall be maintained per manufacturers' manuals and service schedules. The Contractor shall be fully responsible for all repairs to recreational equipment up to a limit of liability of \$1500 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the Recurring liability limit, the Government may order the work under the Non-recurring section of this contract; however, the Government will only be liable for the amount of cost exceeding the Contractor's limit of liability.</p>	<p>Courts and playing fields are accessible as scheduled accessible and properly staffed.</p> <p>Courts and playing fields are cleaned and prepared prior to scheduled events as specified.</p> <p>Equipment is maintained per Contractor's SOPs.</p>
3.2.2.2	Recreational Sports Program	The Contractor shall develop, manage, and execute a recreational sports program to ensure the special interest needs of eligible patrons are met in a safe manner.	<p>The Contractor's recreational sports program shall comply with Recreational Sports Program Requirements identified in J-1200000-08.</p> <p>The Contractor shall convene all events as scheduled. Any event that is cancelled due to reasons beyond the Contractor's control, e.g., weather, shall be rescheduled within one week of the originally scheduled date.</p> <p>The Contractor shall set-up and take-down all equipment necessary to support planned events and competitions, e.g., canopies, bleachers, tables, public address system, and related equipment.</p>	Recreational sports program meets specified requirements.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall clean athletic equipment, uniforms, and related supplies. The Contractor shall replace athletic equipment, uniforms, and related supplies that are no longer serviceable. The Contractor shall replenish consumable supplies listed in J-1200000-07.	
3.2.3	Aquatics Services	The Contractor shall provide aquatics services to ensure the physical and mental fitness of eligible patrons is enhanced.	The Contractor shall provide aquatic services and operate the swimming pool per the hours specified in 1200000-06.	Services are conducted per Contractor's SOPs.
3.2.3.1	Swimming Pool Operation	The Contractor shall operate swimming pools to ensure facilities and equipments are safe, clean, available, and functional.	<p>The Contractor shall provide a minimum of two certified lifeguards at all times during operating hours per NAVMED P-5014-1.</p> <p>The Contractor shall maintain swimming pool water quality per standards specified in Chapter 4, Section II of NAVMED P-5010-4, Swimming Pools and Bathing Places. The Contractor shall conduct and document water quality tests daily. Water analysis reports shall be made available to the Government for review upon request.</p> <p>The Contractor shall perform operational maintenance including filter backwashing, chlorination, and cleaning and sanitizing of pool surfaces.</p> <p>In the event that the pump, recirculation or filtration systems will be out of commission for more than a 12 hour period, the Contractor shall immediately notify the KO, PWO, and MWR Site Director. In the event the pool must be shut down for repairs, the Contractor shall ensure base personnel are advised and appropriate signs are posted to inform them of the situation.</p> <p>The Contractor shall maintain the bath house per BUMED and NIC standards and policies.</p>	<p>Pools are accessible and properly staffed during specified operating hours.</p> <p>Water quality meets specified standards.</p> <p>Pools are cleaned and maintained per Contractor's SOPs.</p>
3.2.3.2	Aquatic Program	The Contractor shall provide and promote an	The Contractor's aquatics program shall comply with Aquatics Program	Aquatic programs meet specified

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		overall aquatics program to ensure the special interest needs of patrons are met in a safe and timely manner.	Requirements identified in J-1200000-08.	requirements. Aquatic programs are properly staffed.
3.2.3.3	Pool Equipment Maintenance	The Contractor shall provide swimming pool equipment maintenance to ensure proper operation, minimize breakdowns, and to maximize useful life.	<p>The Contractor shall develop and submit a pool equipment PM program per Section F.</p> <p>The swimming pool equipment inventory is provided in J-1200000-10.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$2500 per occurrence in direct material and labor cost under the recurring work portion of the contract. Incidental repairs work performed under preventive maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or non-recurring work task orders may be issued for repairs exceeding the incidental repairs limit.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>The PM program shall provide an economical approach to manufacturers' recommended procedures, OEM standards, and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p>	<p>Maintenance is accomplished in accordance with the Contractor's PM program and work schedule.</p> <p>PM is performed in accordance with manufacturers' recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule per Section F.</p>	
3.3	Community Support Services	The Contractor shall provide community support services to ensure the physical, mental, social, and educational needs of eligible patrons are satisfied and quality of life is enhanced in a safe manner.	<p>The Contractor's community support services shall promote wholesome, constructive, recreational and social leisure activities through availability of educational and participatory programs, facilities and equipment.</p> <p>The Contractor shall develop an Annual Community Support Schedule of Events. The Contractor shall submit the schedule per Section F. The Contractor shall submit a Monthly Updated Schedule of Events per Section F.</p> <p>The Contractor shall prepare and maintain on file a detailed activity plan for each trip, outing and special event and made available to the Government for review upon request.</p>	<p>Services are provided per Contractor's SOPs.</p> <p>No accidents or injuries occur due to Contractor's negligence.</p>
3.3.1	Recreation Center Operation	The Contractor shall provide recreation center services to ensure the opportunity for development of wholesome, constructive social skills is offered and leisure needs of eligible patrons are met.	A schedule of recreation services activities and events calendar shall be published at least 30 days prior to the beginning of the scheduled month and copies made readily available for distribution to interested personnel.	Services are conducted per Contractor's SOPs.
3.3.1.1	Recreation Center Operation (11 Degrees North)	The Contractor shall operate recreation centers to ensure a wholesome environment is provided and equipment is	The Contractor shall operate the recreation centers per Chapter 14 of BUPERSINST 1710.11 CNICINST 1710.3, within the hours of operation listed in J-1200000-06 and per J-1200000-08.	<p>Recreation center is accessible during specified operating hours.</p> <p>Recreation center inventory is in an</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		available and functional.	<p>The Contractor shall provide recreational gaming opportunities in the form of pool tables, ping-pong tables, board games, foosball, darts, horseshoes, shuffleboard, TV Movie Room, mezzanine and patio deck areas and BBQ picnic areas for recreation events.</p> <p>The Contractor shall operate a TV monitor with laptop and maintain an MWR flyer marketing slide show within the facility.</p> <p>The Contractor shall monitor and limit waiting times for computer stations, electronic games, and table games to 30 minutes during peak use times.</p> <p>The Contractor shall continue to improve gaming opportunities by expanding the inventory of games as newer systems and game editions become available.</p> <p>The Contractor shall provide movies for viewing that are licensed for public performance and will be Government furnished through the Navy Motion Pictures Service.</p>	<p>operable condition.</p> <p>Recreation center is operated per Contractor SOPs.</p> <p>Survey responses confirm patron satisfaction.</p>
3.3.2	Outdoor Recreation Services	The Contractor shall provide outdoor recreation services to ensure the opportunity for development of outdoor recreation skills is provided and leisure needs of authorized patrons are met in a safe manner.	<p>The Contractor shall provide varied and viable outdoor recreation services and program that facilitate team and personal development and increase positive social interaction per J-1200000-08.</p> <p>The Contractor shall make available to the CLDJ population brochures and fliers identifying all items available for issue (free of charge) and shall include a listing of all equipment requiring reservations.</p> <p>The Contractor shall provide a report of Outdoor Recreation Equipment Availability quarterly to the KO and MWR Site Director.</p> <p>The Contractor shall check all returned items for damages and ensure all</p>	<p>Outdoor recreation activities are regularly scheduled per Contractor SOPs.</p> <p>Survey responses confirm patron satisfaction.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>equipment and supplies are cleaned and ready for the incoming shift before departing the facility.</p> <p>The Contractor shall deliver, unpack, set-up, break-down, pack, and return canopies, portable grills, tables, chairs, sound system, dunk tanks, inflatable equipment games, and other equipment used for approved community events, official command functions, MWR sponsored events and private parties.</p> <p>The Contractor shall set up and pick-up equipment for private functions only at designated picnic areas (11 DN club and Turf Field) and shall not be issued for use outside CLDJ.</p> <p>The Contractor shall not issue equipment to private parties for fund raising purposes except for equipment rental items including the dunk tank, Sumo suits, karaoke, inflatables, carnival games and tricycles.</p>	
3.3.3	Telephone Call Center Operation	The Contractor shall provide telephone call center operation services to ensure communication services are available in a timely manner.	<p>The Contractor shall operate two telephone call centers using Government furnished phone services. Dialing instructions and access numbers shall be legible and conspicuously posted.</p> <p>The Contractor shall monitor and limit waiting times for telephone call center stations to 30 minutes during peak use times.</p>	Telephone services are available during specified times.
3.3.4	Computer Center Operation	The Contractor shall provide computer center operation services to ensure computer services available in a timely manner.	<p>The Contractor shall operate two computer centers using Government furnished internet connection access.</p> <p>The Contractor shall operate two computer centers with fixed workstation internet access, laptop or personal computer internet access, printing capabilities, and computer gaming. Connectivity for internet access will be provided by the Government.</p> <p>The Contractor shall maintain a minimum of 30 desk top computers, 24</p>	Computers are available for use during specified times.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>laptop wired stations, and a printer at each computer center. The Contractor shall provide an adequate supply of computer printer paper.</p> <p>The Contractor shall monitor and limit waiting times for computer center stations to 30 minutes during peak use times.</p>	
3.3.5	Motion Picture, Movie and Television Services	The Contractor shall provide motion picture, movie and television services to ensure high quality motion pictures are delivered to authorized patrons in a clean, relaxing, and comfortable environment.	<p>The Contractor shall provide free admission motion picture, movie and television viewing opportunities at dedicated facilities using CD movies and large screens, large screen televisions, and other appropriate media.</p> <p>The Contractor shall operate the motion picture centers per the operating hours specified in J-1200000-06.</p> <p>The Contractor shall maintain, control, and secure all movies provided by Navy Motion Picture Service (NMPS) per Navy Entertainment Movie Program Ashore Management Guide and CNICINST 1710.3.</p> <p>The Contractor shall plan and provide a wide range of movie offerings to include recently released features within two months of release. Daily movie showings shall be posted on a weekly schedule.</p> <p>The Contractor shall provide popcorn and supplies for authorized patron consumption during showings of all motion pictures.</p> <p>The Contractor shall provide a current movie inventory report monthly per Section F.</p>	<p>Motion picture, movie and television viewing provided per Contractor's SOPs.</p> <p>Daily and monthly schedules posted as specified.</p> <p>Popcorn and supplies are available during showings.</p>
3.3.6	DSL-wired and Wireless Network Services	The Contractor shall provide DSL-wired and wireless network services to ensure the availability of network services at	<p>MWR network provided facilities are listed in J-1200000-06.</p> <p>The Contractor shall operate the MWR DSL wired and wireless network 24 hours per day, seven days per week.</p>	DSL-wired and wireless network and help desk is operated per Contractor's SOPs.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		designated locations.	<p>The Contractor shall provide and publish a direct phone number available during help-desk working hours for reporting of network issues.</p> <p>The Contractor shall provide a minimum of one DSL- wired/wireless network administrator, assistant, and two service desk technicians to operate the system, and provide hands-on local and on-site technical maintenance support to MWR patrons. The Contractor shall operate the wireless helpdesk service counter per the hours of operation listed in J-1200000-06.</p> <p>The Contractor shall have administrator rights/duties for internet cafe computers. The Contractor shall:</p> <ul style="list-style-type: none"> ... Configure and install antennas, switches and access points for the MWR wireless network ... Install new data cabling/DSL drops as needed to support and maintain in the internet cafes ... Provide, maintain and install hardware and software for internet café computers as required for updates ... Provide bandwidth management as required using software and hardware provided ... Perform weekly maintenance and virus scans on café computers ... Provide bandwidth management as required using software and hardware provided ... Make recommendations for improvements, changes, updates, procurement of equipment <p>The Contractor shall provide service to</p>	DSL-wired and wireless network services are provided with no interruptions.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>authorized patrons' laptops, to include setting up for wireless services and assisting in installation of programs. The Contractor shall also provide support with the following: internet, networking, web-site access, email, securing unauthorized sites when found, and monitoring internet connections for proper computer usages and restrictions.</p> <p>The Contractor shall notify the Communications Department (N6) immediately of any major issues and outages.</p>	
3.3.7	Library Operation	The Contractor shall operate the library to ensure the educational and leisure reading needs of eligible patrons are met.	<p>The library facility locations are provided in J-1200000-06.</p> <p>The Contractor shall operate the library during the hours specified in J-1200000-06.</p> <p>The Contractor shall conduct a library program in compliance library program requirements identified in J-1200000-08.</p> <p>The Contractor shall procure library collection materials including, but not limited to, books, magazines, newspaper subscriptions, and audio and video media. Paperback books shall be available for check out on an honor system by the CLDJ population. Non-paperback book and playaway book lending shall be tracked and controlled electronically.</p> <p>The Contractor shall operate a DVD movie lending center. The Contractor shall track and control lending of DVD movies electronically. The Contractor shall update DVD movie inventories quarterly.</p> <p>The Contractor shall promote ethnic observances when appropriate books are available.</p>	<p>Library operation and program meet specified requirements.</p> <p>DVD movies inventories are updated as specified.</p>
3.3.8	Entertainment and Special Event	The Contractor shall provide technical and logistic support to	The Contractor shall coordinate with CLDJ to provide technical and logistical requirements for DoD and USO shows and contracted bands as	Technical and logistic support provide per

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Support Services	ensure entertainment and special events are supported in a complete and timely manner.	<p>required in the specified contract rider for the entertainment.</p> <p>The Contractor shall prepare and dismantle the event site, e.g., stage set-up and props, canopies, dressing rooms, bleachers, tables, chairs, lighting and sound systems, temporary electrical power cables, portable stages, portable air conditioning and fans, electrical power generators, waste dumpsters, portable toilets, and provide parking control on the date of the entertainment or event in conjunction with CLDJ Security Office.</p> <p>The Contractor shall arrange for the packing, unpacking, set-up, and take-down of the entertainment entity’s equipment, e.g., instruments, sound and light systems. The Contractor shall provide transportation for entertainment performers and their equipment to and from arrival and departure points as required and perform escort services for entertainers. The Contractor shall coordinate all arrangements for entertainer off site tours and provide or arrange for MWR staff escorts or military volunteer escorts.</p> <p>The Contractor shall prepare and submit a Special Activity Evaluation Report to the KO and MWR Site Director within five days following the event.</p> <p>The Contractor shall maintain, assemble and operate sound equipment and lighting for live performances and shows in the clubs and at locations designated by the Government. The Contractor shall operate sound equipment to suit the acoustics, and shall provide assistance in setting up and breaking down sound, light, audio/video equipment for shows and command events as needed. All lighting systems shall be in workable condition and shall be used properly.</p> <p>The current entertainment equipment inventory is provided in J-1200000-11.</p>	<p>Contractor SOPs.</p> <p>Quality sound and light support is provided.</p> <p>No entertainment or special event is delayed due to Contractor’s negligence.</p>
3.3.9	Club Theme Night, Event and Entertainment Services	The Contractor shall provide theme night music and event and entertainment support to ensure diverse themes, ethnic celebrations, and holiday events are offered to authorized patrons.	<p>The Contractor shall provide theme night music, themes and events per J-1200000-07 in compliance with CNICINST 1710.3 at the 11DN club, Building 305.</p> <p>The Contractor shall develop and implement a separate annual calendar of events for the 11 DN club with planned special events activities,</p>	<p>Club theme night, events and entertainment services are provided per Contractor’s SOPs.</p> <p>Themed tee shirt prizes are ordered and received in</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>tentative and set entertainment and theme nights. The Contractor shall provide an updated calendar monthly to the KO and MWR Site Director for review with required supporting purchase requests for supplies necessary to maintain appropriate stock levels per J-1200000-07.</p> <p>The Contractor shall provide a different theme each night at 11DN. Music shall be played by personnel experienced with video and audio equipment, microphones, and surround sound speakers. Selected music types shall correspond with the particular theme, e.g., Rock, Salsa, R& B, Jazz, Hip Hop, Country, Reggae, Variety, and, can include Karaoke, Movie Nights, and special seasonal sports games events. Music shall conform to general audience suitability guidelines, and shall be in good taste at all times, not profane, offensive, inflammatory, derogatory, culturally or gender sensitive.</p> <p>The Contractor shall design and procure Government funded specially designed tee shirts for eight theme night events annually for prizes to be awarded to participants at these events. The MWR Site Director shall approve all tee shirt designs prior to procurement.</p> <p>The Contractor shall account for all event and game prizes and tee shirts using prize sheets.</p> <p>The Contractor shall provide two 2-day events leading up to Thanksgiving and Christmas day.</p> <p>The Contractor shall schedule and support ethnic celebrations sponsored by the Government and held at the club.</p> <p>The Contractor shall prepare and submit to the KO and MWR Site Director advance activity plans for</p>	<p>time for events.</p> <p>Activity plan submitted within specified time.</p> <p>On-going coordination with appropriate agencies for professional entertainment opportunities.</p> <p>After action reports and evaluations are submitted as required.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>special events, holidays, and ethnic theme events 30 calendar days prior to the scheduled event if previously included in the annual calendar of events or marketing plan.</p> <p>The Contractor shall set up and breakdown Government furnished equipment at the 11DN club and Cantina including, but not limited to, music system tables, karaoke equipment, inflatable movie screens, projectors, chairs, tables, ice chests, stages, for official and private events, e.g., changes of command, Navy/Seabee ball ceremonies, organizational days, ships' parties, and award ceremonies. The Contractor shall provide trained staffing during such events to operate audio and video equipment without operator error.</p> <p>The Contractor shall prepare and host a free play monthly bingo program to be conducted at the 11DN club and held on special event evenings and Sunday afternoons. The Contractor shall submit a prize activity planning request to the KO and MWR Site Director in advance for approval.</p> <p>The Government will provide bulk funding for trophies and tee shirts and merchandise for other prizes.</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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1300000 GALLEY

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Spec Item	Title	Description
1	General Information	The Contractor shall provide labor, management, supervision, tools, material, and equipment necessary to perform galley services at Camp Lemonnier, Djibouti (CLDJ), Africa, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay) , Kenya.
1.1	Concept of Operations	<p>Galley includes services such as meal planning, meal preparation, meal services, scullery operations, housekeeping and sanitation, and equipment maintenance.</p> <p>CLDG dining facilities include the 872 person capacity main galley at building 310, the “Combat Café” satellite galley located in building 101, and a satellite facility at Chebelley Air Field. The “Combat Café” and Chebelley Air Field dining facilities provide food that is prepared at the main galley location and transported to each site. Galley operations provide approximately 11,500 meals per day, averaging around 3,500 patrons per meal for breakfast, lunch, and dinner. Camp Simba (Manda Bay) Galley operations are performed at the galley facility on-site and are independent of services performed at CLDJ. Camp Simba Galley operations provide approximately 325 meals per meal service with surges to 510 personnel for up to 3 months.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> • Control of pests for the facility is included in 1503020 Pest Control. • Repairs to the facilities (building structures) and service order response is included in 1502000 Facilities Investment.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1300000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operation of galley services.
2.2.1	Certification, Training, and Licensing	<p>All Contractor's managers and supervisors of the galley operation must complete food service sanitation and safety training requirements per Section 2-1.2.2.D, Chapter 1 of NAVMED P-5010, Food Safety.</p> <p>All Contractor personnel shall complete Food Service Sanitation and Safety training requirements per Section 2-1.2.2.C, Chapter 1 of NAVMED P-5010.</p> <p>All Contractor chefs must have Certified Culinerian certification issued by the American Culinary Federation.</p> <p>All Contractor managers shall complete Food Service Management (FSM) System Operation Training provided by the Government that can be scheduled with NAVSUP Support Services Directorate, Food Service Division (SUP 513).</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.2.2	Pre-Employment and Annual Medical Examination	All Contractor personnel shall be medically screened for evidence of communicable disease prior to initial assignment in galley service as specified by Chapter 1 of NAVMED P-5010 and shall receive subsequent annual physical examinations. Records of employee medical examinations shall be maintained by the Contractor and made available for review by the KO upon request. See NAVMED 4061/1 for details.
2.3	Special Requirements	
2.3.1	Safety Requirements	The Contractor shall comply with safety requirements as specified in Appendix P of NAVSUP P-486 and OPNAVINST 5100.23, Navy Occupational Safety and Health (NAVOSH) Program Manual.
2.3.2	Work Uniforms	The Contractor shall supply all personnel with uniforms that are approved by the KO and shall include nameplates with job titles. All Contractor personnel shall present a professional appearance by wearing clean uniforms while on duty.
2.3.3	Cleanliness and Hygienic Standards	All Contractor personnel shall comply with personal cleanliness and hygienic practices as specified by Section 2-3 and Section 2-4, Chapter 1 of NAVMED P-5010.
2.3.4	Food Service Equipment	The Government will furnish or make available to the Contractor food service equipment necessary for the performance of galley services-
2.4	References and Technical Documents	References and Technical Documents are listed in J-1300000-02.
2.5	Records and Reports	Records and reports are listed in Section F of the solicitation. The Contractor shall submit accurate and complete documents within the required timeframes. All reports shall be made available in MAXIMO® and FSM and submitted electronically as specified. All NAVSUP and DoD food service forms to be

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		completed by the Contractor to meet reporting requirements specified herein are provided in Appendix C of NAVSUP P-486.

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3	Recurring Work	The Contractor shall provide galley services to ensure nutritious and acceptable meals are available to all eligible patrons during specified meal periods in a clean and sanitary environment.	<p>The Contractor shall comply with applicable NAVSUP, NAVMED, DoD, Camp Lemmonier and other references, instructions, and directives listed in J-1300000-02.</p> <p>The Contractor shall provide Customer Survey Forms for patrons to complete. A sample Customer Survey Form is provided in J-1300000-03, the Customer Survey Monthly Summary form is provided in J-1300000-04.</p> <p>The Contractor shall submit a Customer Survey Monthly Summary report per Section F. The Contractor shall submit all supporting individual Customer Survey Forms along with the Monthly Summary submittal.</p> <p>The Contractor shall take corrective actions on noted violations within specified time limits as indicated on the Preventive Medicine (PMA) inspection report not to exceed 10 days.</p> <p>The Contractor shall offer normal dining services of four meals per day, seven days a week. Saturday and Sunday meal times shall incorporate a brunch. Daily meal serving time and dining facility hours are listed in J-1300000-05.</p> <p>The frequency and length of dining periods may be adjusted as mutually agreed by the CLDJ leadership and the Contractor, and, as the result of a special situation, as directed by the Commanding Officer.</p> <p>The Contractor shall utilize FSM System to order subsistence supplies, manage the galley operation, and submit applicable food service forms at the end of</p>	<p>Sufficient servings of nutritious and acceptable meals are provided within specified meal periods.</p> <p>Galley operations comply with specified procedural, health, and sanitation standards.</p>

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			<p>each workday.</p> <p>The Contractor shall develop and submit a patron cash collection plan for the CLDJ dining facilities within 45 days prior to contract start.</p> <p>The Government will provide written notice for catered events at least five days in advance. Catered events will be evaluated by the FSO if reimbursement is required.</p>	
3.1	Meal Planning	The Contractor shall provide meal planning services to ensure cycle menu planning is acceptable and sufficient supplies are available for the execution of daily meal preparation and serving processes.	<p>The Contractor shall perform meal planning per Subsistence-in-Kind (SIK) budgeting guidance including Prime Vendor Allowances that are published in the NAVSUP 7330 General Mess Quarterly Notice.</p> <p>The Contractor shall develop a Contingency Plan to provide meals that are equal or better in quality in the event meal demand exceeds the amount of food prepared based on historical meal demand data. The Contractor shall submit the contingency plan per Section F.</p> <p>The Government will provide the Contractor with a summary report reflecting the previous month's daily CLDJ population headcount (including military personnel, other contractor personnel, visiting ship crews, embassy personnel, special guests, and surge personnel) and a 30 day CLDJ population forecast on a monthly basis.</p> <p>The Contractor shall update historical meal demand data with data collected from Spec Item 3.3.1 of this specification and adjust meal planning accordingly.</p>	<p>Cycle menu meets nutritious and acceptable meal standards and menu items are appetizing.</p> <p>Daily meal preparation and serving processes are executed without supply issues due to Contractor negligence.</p> <p>Customer Survey Monthly Summary indicates average scores that are 3.5or better.</p>
3.1.1	Menu Planning	The Contractor shall perform cycle menu planning to ensure a variety of appetizing meals are offered,	<p>The Contractor shall perform cycle menu planning per Part A, Chapter 3 of NAVSUP P-486.</p> <p>The Contractor shall provide a</p>	<p>Cycle menu planning is performed as specified.</p> <p>Cycle menu meets nutritious and</p>

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		healthy food choices are promoted, and nutritional standards are met.	<p>21-day cycle menu to the KO for approval by the NAVSUP dietitian within 30 days after contract award and 45 days prior to the start of each new annual cycle per Section F.</p> <p>The Contractor shall meet standards from Healthy People 2020 Goals established by the U.S. Surgeon General, and Dietary Guidelines for Americans developed by the U.S. Department of Health and Human Services.</p> <p>In the event that unforeseen circumstances that prevent the execution of the cycle menu, the Contractor shall submit a menu change approval request with justification per Section F.</p> <p>The installation CO, FSO or designated representative may make changes to the menu cycle seven calendar days prior to the day of menu change.</p> <p>The Contractor shall conduct the Menu Review Board/Menu Planning Board meetings with the FSO once per month. The Contractor shall prepare minutes that discuss each item considered by the Board with findings and recommendations determined by the board. Minutes shall be submitted to the FSO with copy to the KO within three days following the meeting.</p>	acceptable meal standards and menu items are appetizing.
3.1.2	Logistic Management	The Contractor shall perform logistic management services to ensure daily meal preparation and serving processes are uninterrupted.	<p>Logistic management services include, but are not limited to, requisition, receipt, and issue of both subsistence and consumable supplies.</p> <p>The Contractor shall comply with logistic management standards as specified in Chapters 4 and 5 of NAVSUP P-486, and shall utilize the FSM System to order, track and</p>	<p>Supplies are sufficient to meet daily meal preparation and serving requirements.</p> <p>Requisition, receipt, and issue procedures comply with specified standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			report both subsistence and consumable supplies.	
3.1.2.1	Subsistence Supplies	The Contractor shall manage subsistence supplies to ensure sufficient quality supplies for safe consumption are available to execute cycle menu.	<p>The Contractor shall store and issue subsistence supplies per procedures specified in Section 3 of NAVMED P-5010.</p> <p>The Contractor shall order subsistence supplies from the Subsistence Prime Vendor (SPV) per Part B, Chapter 4 and Part H, Chapter 5 of NAVSUP P-486.</p> <p>The Contractor shall submit all completed NAVSUP Form 335 Subsistence Ledger in the FSM System per Section F.</p> <p>The Contractor shall conduct bi-monthly storeroom inventory and maintain an inventory validity of at least 95%, per NAVSUP P-486 Chapter 7.</p>	<p>No occurrence of spoilage or contamination issues due to Contractor's negligence.</p> <p>No occurrence of interruption to cycle menu execution due to subsistence supply logistic issues.</p>
3.1.2.2	Consumable Supplies	The Contractor shall manage consumable supplies to ensure sufficient supplies are available to support meal preparation and serving processes.	<p>The Contractor shall procure consumable supplies from vendors that are approved by the FSO.</p> <p>Consumable supplies that are considered HAZMAT shall comply with storage and issue procedures specified in Section 5-10, Chapter 1 of NAVMED P-5010.</p> <p>The Contractor shall submit all consumable supply invoices per Section F.</p>	No occurrence of interruption to the daily meal preparation and serving processes due to consumable supply logistic issues.
3.2	Meal Preparation	The Contractor shall provide meal preparation services to ensure acceptable and sufficient meals are available.	<p>The Contractor shall comply with meal preparation procedures as specified in Part B, Chapter 3 of NAVSUP P-486, NAVSUP P-476, <i>and</i> NAVSUP P-7.</p> <p>The Contractor shall prepare meals in number of servings that meet the installation meal demand and the contingency plan is followed in the event demand exceeds historical data.</p> <p>The Contractor shall complete</p>	<p>Meal preparation processes comply with specified standards and approved cycle menu and recipes are followed.</p> <p>Meals are available within specified meal periods and number of portions prepared meets meal demand.</p> <p>Customer Survey</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			NAVSUP Form 1090 Food Preparation Worksheet for each meal prepared per Part B, Chapter 3 of P-486, and submit in the FSM System per Section F.	Monthly Summary indicates average scores that are 3.5 or better.
3.2.1	Main Line and Speedline Preparation	The Contractor shall prepare main line and speedline entrees to ensure cycle menu and recipes are followed and meal demand is met.	The Contractor shall prepare main line and speedline food items per cycle menu and recipes specified in NAVSUP P-7 as part of an integrated meal preparation effort to meet meal demand within specified meal periods.	Main line and speedline food items are prepared per cycle menu and recipes. Main line and speedline entrees are available to meet meal demand within specified meal periods.
3.2.2	Vegetable Preparation	The Contractor shall prepare vegetables to ensure cycle menu and recipes are followed and meal demand is met.	The Contractor shall prepare vegetables, including salads, per cycle menu and recipes specified in NAVSUP P-7 as part of an integrated meal preparation effort to meet meal demand within specified meal periods.	Vegetables are prepared per cycle menu and recipes. Vegetables are available to meet meal demand within specified meal periods.
3.2.3	Baked Goods Preparation	The Contractor shall prepare baked goods to ensure cycle menu and recipes are followed and meal demand is met.	The Contractor shall prepare baked goods per cycle menu and recipes specified in NAVSUP P-7 as part of an integrated meal preparation effort to meet meal demand within specified meal periods. The Contractor shall make cakes available for purchase at cost on a reimbursable basis.	Baked goods are prepared per cycle menu and recipes. Baked goods are available to meet meal demand during specified dining hours.
3.3	Meal Services	The Contractor shall provide meal services to ensure patrons of the galley are served in a courteous and timely manner.	The Contractor shall make all preparation to conduct meal services prior to specified meal periods including, but not limited to, displaying food items at serving lines, ensuring availability of dining ware and utensils, and providing adequate food service attendant personal to serve and attend to patrons. Average wait time for patrons to reach serving lines is the average time required before patrons can start the food selection process after entering the galley facility. The Contractor shall maintain an average wait time not to exceed	Average wait time for patrons to reach serving lines is three minutes. Customer Survey Monthly Summary indicates average scores that are 3.5 or better.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>three minutes.</p> <p>Contact or shall track accurate head counts at CLDJ dining facilities using 1291 for RIK and NAVSUP 1544 for paying customers per NAVSUP P-486, Chapter 2, Section 2303.</p> <p>The Contractor shall account for military, contractor and all other personnel daily for each meal and shall submit a monthly summary report to the FSO with copy to KO using NAVSUP Forms 1291 and 1292.</p>	
3.3.1	Cashier	The Contractor shall perform cashier services to ensure eligible patrons are processed in an accurate and timely manner.	<p>The Contractor shall process RIK eligible patrons by performing meal pass verification and utilizing electronic collection methods. If electronic means are unavailable then the Contractor shall maintain accountability manually using NAVSUP Forms 1291 Meal Signature Record and 1292 Recapitulation of Meal Record for each meal period. Regardless of method the Contractor must collect data in accordance with the NAVSUP P-486, chapter 2 Section 2303.</p> <p>The Contractor shall process paying patrons by verifying eligibility, collecting payments per established meal rates published in the General Mess Quarterly Notice 7330. The contractor shall maintain cash collection accountability in accordance with the NAVSUP P-486.</p> <p>The contractor shall provide meal card purchasing services for all authorized patrons during normal business hours and during meal service hours.</p> <p>The Contractor shall complete and submit NAVSUP Form 1359 General Mess Summary Document</p>	<p>No unauthorized personnel allowed in the dining facility due to Contractor negligence.</p> <p>Collected payment reconciles with number of paying patrons for each meal period.</p> <p>All NAVSUP forms are accurate and submitted within the specified time.</p>

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			<p>utilizing FSM within five days following the end of each month per Section F.</p> <p>The Contractor is responsible to enforce the installation dress code for proper attire prior to patrons entering the dining facility.</p>	
3.3.2	Serving Lines	The Contractor shall set-up, monitor, and replenish the serving lines to ensure availability of food items, dining ware, and utensils to patrons in a proper and timely manner.	<p>The Contractor shall provide meal service at serving lines and stations including main line, speedline, salad bar, fruit bar, bread bar, and soup bar, beverage dispensers and cabinets, ice cream freezers, soft serve ice cream machines, and dessert cabinets.</p> <p>The Contractor shall maintain temperatures of hot and cold food and beverages for patron consumption per Section 3-5 of NAVMED P-5010, Part C of NAVSUP P-486, and NAVSUP P-7.</p> <p>The Contractor shall ensure the availability of clean and dry serving trays, dining ware and utensils to patrons during meal periods including bowls, plates, dishes, glasses, cups, flatware, knives, spoons, and forks.</p> <p>Serving lines shall be kept clean of food debris and spills at all times during meal periods.</p>	<p>Serving line set-up properly completed prior to each specified meal period.</p> <p>Beverages, ice, dining ware, utensils and serving trays are continuously available during meal periods.</p>
3.3.3	Mess Attendant	The Contractor shall perform mess attendant services to ensure dining area is prepared for patron use in a proper and timely manner.	<p>The Contractor shall ensure food service equipment, tables, and chairs are clean, in good working condition, and are properly arranged. Tablecloths shall be free of stains, spots, debris, wrinkles, and worn or frayed areas, and are uniform in color and appearance.</p> <p>The Contractor shall ensure all containers including napkin dispensers, salt and pepper shakers, creamer and sugar holders, sauces, and other condiment holders are clean, operable, adequately</p>	<p>Dining area set-up properly completed prior to each specified meal period.</p> <p>All containers are clean with sufficient supplies continuously available.</p> <p>Dining spaces are cleaned and ready to be occupied by new patrons within two minutes of being vacated.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			supplied, and are refrigerated as required.	
3.3.4	Busing	The Contractor shall perform busing services to ensure a neat appearance of the dining area is maintained and vacated dining spaces are properly cleaned in a timely manner.	<p>The Contractor shall comply with Section 4-6, Chapter 1 of NAVMED P-5010.</p> <p>The Contractor shall monitor the dining area to immediately clean vacated dining spaces and restore them to a condition that is inviting to new patrons. All condiments shall be returned to their respective holders, and tables and chairs shall be wiped as necessary to remove all food particles, stains, and debris.</p> <p>Busing efforts shall have minimal impact on surrounding patrons, and the appearance and environment that is conducive to dining shall be maintained during meal periods.</p>	<p>Busing procedures comply with specified sanitation standards.</p> <p>Neat appearance of the dining area is continuously maintained during meal periods.</p> <p>Dining spaces are cleaned and ready to be occupied by new patrons within two minutes of being vacated.</p> <p>Customer Survey Monthly Summary indicates average scores that are 3.5 or better.</p>
3.3.5	Special Event Services	The Contractor shall perform special event services to ensure meal services are provided in a timely manner.	<p>The Contractor shall periodically support special meals and organizational picnics. Requests for food service support falling outside the normal mission of the CLDJ dining facilities must be approved by the KO and will be ordered as Non-recurring work.</p> <p>Special events include organizational picnics, estimated at two per month for up to 100 meals. The Contractor shall provide prepared food (Government-funded picnic meal) and related consumable supplies (Contractor-funded) for customer pick-up.</p> <p>Customer requests for special events shall be made at least five days prior to the scheduled event. The approximate number of attendees will be provided at the time of request.</p> <p>Information Note: There will be a minimum of one special meal per month. The Contractor shall be prepared to support up to 520</p>	Special event services are provided within requested times.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.3.6	Packaged Meal Preparation	The Contractor shall prepare packaged meals to ensure carry-out and delivery orders are available and received during appropriate meal times as requested.	<p>special events or meals per year.</p> <p>The Contractor shall prepare and package meals for carry-out and delivery to personnel unable to dine at the galley during established meal times. Individual meal content orders will be provided to the Contractor before or during the meal times that the orders are to be consumed. Carry out orders shall be based on the daily meal menu.</p> <p>The Contractor shall ensure adequate cutlery, serving utensils, plates, bowls cups, and napkins are maintained on location and provided with each meal.</p> <p>The Contractor shall provide carry-out meals per NAVSUP P-486.</p> <p>The Contractor shall accommodate packaged meal requests approved by the FSO or on-duty galley manager when requested 24 hours in advance and based on a two-hour cancellation period. Meals shall be available for pick-up within five minutes of the requested time. Short-notice requests will be accommodated on a not-to-interfere with normal galley operations basis unless approved by the FSO.</p> <p>The Contractor shall package and label carryout meals in appropriate containers in such manner to accommodate convenient pick-up and delivery to field personnel.</p> <p>Breakfast, lunch, dinner and midnight meals prepared for Chebelley Air Field shall be appropriately package in mermite containers for pickup and transport by Government personnel. The Contractor shall assist in the loading of containers to delivery vehicles.</p> <p>Informational Note: The four times daily meal preparation</p>	<p>Meals are packaged as ordered and available during requested time.</p> <p>All carry-out meals are packaged as specified.</p>

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			requirement for Chebelley Air Field has averaged 175 personnel per shift and 300 personnel in a 24 hour period. The annual box-packaged meal preparation is estimated at 2400 per year.	
3.4	Scullery Operations	The Contractor shall provide scullery operations to ensure mess gear is clean and sanitary and dining ware and utensils are available to meet demand.	<p>Scullery operations for machine ware washing and manual ware washing shall comply with sanitation standards specified in Section 4, Chapter 1 of NAVMED P-5010.</p> <p>The Contractor shall properly store cleaned mess gear in designated racks, dispensers, holders, and storage areas. Chipped, cracked, or broken items shall be removed from service. The Contractor shall notify the FSO of unserviceable items that are removed from service.</p>	<p>Sanitation related violations reported during each PMA inspection are not in excess of four critical hits.</p> <p>Mess gear is cleaned, sanitized, and stored per specified procedures and standards.</p> <p>Clean and sanitary dining ware and utensils are continuously available during meal periods.</p> <p>Customer Survey Monthly Summary indicates average scores that are 3.5 or better.</p>
3.4.1	Machine Washing	The Contractor shall perform machine washing to ensure sanitary and safety requirements are met, and clean and sanitized dining ware and utensils are available.	<p>The Contractor shall comply with Section 5, Appendix K of NAVSUP P-486.</p> <p>The Contractor shall monitor and record operating temperatures of all washing cycles and provide records to the FSO for review upon request.</p> <p>All scullery machines and equipment shall be operated per manufacturer's recommended procedures and safety precautions.</p>	<p>Scullery machines and equipment are operated as specified and monitoring log of operating temperatures is accurate and current.</p> <p>No shortage of dining ware and utensils during meal periods.</p>
3.4.2	Manual Washing	The Contractor shall perform manual washing to ensure cookware and utensils are thoroughly cleaned, sanitized, and stored.	The Contractor shall manually wash and sanitize cookware and utensils per Section 6, Appendix K of NAVSUP P-486.	Cookware and utensils are cleaned, sanitized, and stored after each use.
3.4.3	Mess Gear Inventory	The Contractor shall inventory mess gear to	The Contractor shall comply with Section 5-10, Appendix K of	Mess gear availability is maintained to meet food

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		ensure appropriate supply is available to meet food preparation and meal serving demands.	<p>NAVSUP P-486.</p> <p>The Contractor shall conduct a complete inventory of dining ware, utensils, and mess gear twice a month. The Contractor shall complete a mess gear inventory record, provided in J-1300000-06, each time an inventory is conducted and the inventory record shall be made available to the Government for review upon request.</p> <p>The Contractor shall inspect all items and remove damaged items, e.g., cracked, chipped, or badly deformed, from service. The Contractor shall submit a replacement request for damaged items with a list of damaged items per Section F. The Contractor shall purchase replacement items from approved vendors as consumable supply when requests are approved by the KO.</p>	<p>preparation and meal serving demands.</p> <p>Damaged items are removed from service.</p>
3.5	Housekeeping and Sanitation Services	The Contractor shall provide housekeeping and sanitation services to ensure the facility is maintained in a clean, sanitary, and slightly condition.	<p>The Contractor shall develop and submit a schedule for housekeeping and sanitation services per Section F with corresponding frequencies that comply with standards per Part H, Chapter 3 and Appendix K of NAVSUP P-486, and Section 5, Chapter 1 of NAVMED P-5010.</p> <p>A PMA inspection guide including checklist of major inspection areas is provided in Appendix C of NAVMED P-5010.</p>	<p>Scheduled housekeeping and sanitation tasks completed as specified.</p> <p>Sanitation related violations reported during each PMA inspection are not in excess of four critical hits.</p> <p>The facility is clean, sanitary, and slightly consistent with the specified housekeeping standards.</p> <p>Customer Survey Monthly Summary indicates average scores that are 3.5 or better.</p>
3.5.1	Food Service Equipment Cleaning and Sanitizing	The Contractor shall clean and sanitize food service equipment to ensure a sanitary	The Contractor shall clean and sanitize food service equipment per Section 4 of NAVMED P-5010 and Appendix S of NAVSUP P-486.	Food service equipment is cleaned and sanitized as specified.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		condition is maintained during meal preparation and serving processes.		Cleanliness and sanitary condition of food equipment is maintained during the meal preparation and serving process.
3.5.2	Area Cleaning	The Contractor shall perform area cleaning to ensure each functional area within the facility is clean, sanitary, and sightly.	<p>The Contractor shall perform area cleaning for functional areas including food preparation areas, scullery rooms, food serving lines and stations, dining area, and restrooms.</p> <p>The Contractor shall use cleaning and sanitizing equipment and follow procedures per Section 8, Appendix K of NAVSUP P-486.</p> <p>The Contractor is responsible to re-stock restroom supplies including toilet paper, toilet seat protectors, soap, and paper towels where the applicable dispensers are in place.</p> <p>The Contractor shall respond and complete all minor cleaning tasks upon discovery or notification by patrons including, but are not limited to, clean up of spills on serving line and station counter surfaces, soiled tray slide rails, and overflowed restroom fixtures.</p>	<p>Area cleaning is accomplished as specified.</p> <p>All specified functional areas of the facility are cleaned, sanitized, and stocked per the Contractor's schedule.</p> <p>Minor cleaning tasks are completed upon discovery or notification.</p>
3.5.3	Floor Care	The Contractor shall perform floor care services to ensure floors are clean and sightly.	<p>The Contractor shall move non-permanent floor coverings prior to floor care services. The Contractor shall return furniture, floor coverings, and other items moved during services to their original positions.</p> <p>The Contractor's cleaning techniques and products protect the integrity of the surface and finish of floors and adjacent walls.</p> <p>Floor care services shall be performed in a manner that minimizes interference with daily operations. Floor care equipment used for restrooms shall not be used for the rest of the facility.</p>	<p>Floors are cleaned per the Contractor's schedule.</p> <p>Minor floor cleaning tasks are completed upon discovery or notification.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall post warning signs and barricades in areas of floor care operations, as appropriate, to ensure personnel safety.</p> <p>The Contractor shall respond and complete all minor floor cleaning tasks upon discovery or notification by patrons including, but are not limited to, clean-up of spills in the dining area, muddy or wet entrances, and overflowed restroom floors.</p>	
3.5.4	Waste Management	The Contractor shall remove waste to ensure a sanitary and odor free condition is maintained for the facility.	<p>The Contractor shall dispose of waste from meal preparation areas, scullery areas, dining areas, and restrooms to the designated dumpsters outside of the facility during and after each meal period.</p> <p>The Contractor shall empty waste receptacles before reaching full capacity, maintain the dumpster area free of litter, and take appropriate measures to minimize odor.</p>	<p>Waste management procedures comply with Section 5-8, Chapter 1 of NAVMED P-5010.</p> <p>All waste is removed as specified.</p>
3.6	Integrated Maintenance Plan (IMP)	The Contractor shall develop and implement an IMP for galley equipment to ensure all equipment are safe fully functional, and operational.	<p>The Galley equipment inventory is provided in J-1300000-07.</p> <p>The Contractor shall develop and submit an IMP for Galley equipment per Section F.</p> <p>The IMP shall include the Contractor's approach for integrated maintenance, including maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, process for the identification of the need for repairs, and the process for scheduling and completing repair work.</p> <p>As part of the IMP, the Contractor has full responsibility for any individual occurrence of repair,</p>	<p>IMP is accomplished per Contractor's incorporated Program and schedule.</p> <p>Systems and equipment are maintained to sustain a fully functional and operable condition.</p>

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			<p>including replacement, up to and including \$2,500 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for the amount of cost exceeding the recurring work liability limit.</p> <p>The Contractor shall perform all repairs, whether identified as part of their routine IMP accomplishment, QC inspections, or notification from the Government that a breakdown or malfunction has occurred.</p> <p>If the Government identifies a problem or a need for repair, the Government will contact the work reception desk. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.</p> <p>IMP, inclusive of repair and replacement, shall be performed per manufacturers' recommended procedures, OEM standards, and UFC 3-190-07N, Operation and Maintenance: Food Service equipment.</p> <p>The Contractor shall submit a monthly IMP schedule, unaccomplished maintenance report, repair status report, and summary of maintenance and repair accomplished under the various maintenance programs report.</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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1402000 HOUSING

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1402000 - Unaccompanied Housing		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Unaccompanied Housing (UH) services at Camp Lemonnier, Djibouti (CLDJ) and Camp Simba, Manda Bay, Kenya.
1.1	Concept of Operations	<p>Unaccompanied Housing facilities consist of approximately 1354 single, double occupancy and triple occupancy Containerized Living Units. In addition there are 14 single occupancy rooms in Bldg. 212 and 3 single occupancy rooms in Bldg. 214. Surge capacity tent berthing consists of 54 S-block 46 man tents, 20 20-man Alaska tents, and 4 D-block 10 man tents.</p> <p>Unaccompanied Housing includes services such as billeting and common operations, furnishings, equipment management, and change of occupancy services. The following services are not considered unaccompanied personnel housing and are not included in this annex:</p> <ul style="list-style-type: none"> ... Control of pests is included in 1503020, Pest Control. ... Common area cleaning is included in 1503010, Custodial Services. ... All facilities sustainment, restoration, and modernization requirements are included in 1502000, Facility Investment.

1402000 - Unaccompanied Housing		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1402000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently manage, operate, and maintain Unaccompanied Housing.
2.3	Government Furnished Items	The Government will furnish all linens, pillows, pillowcases, bedspreads, mattresses, and room furnishings required for the performance of UH services.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1402000-02.
2.5	Records and Reports	Records and reports are listed in Section F of this annex. The Contractor shall submit accurate and complete documents within the required timeframes.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall manage, operate, and maintain UH to ensure quality resident services and habitable quarters are available.	<p>The Contractor shall provide UH services per DoD 4165.63-M and the current version of the Camp Lemonnier Billeting Policy.</p> <p>The UH Facility Inventory is provided in J-1402000-03.</p> <p>Historical data for UH services is provided in J-1402000- 04.</p> <p>The Contractor shall conduct and document a semi-annual habitability and functionality inspection for each CLU to include structural, electrical and mechanical equipment and systems.</p> <p>Mechanical equipment includes, but is not limited to, air conditioning, ventilation, plumbing and fire protection.</p>	<p>Unaccompanied Housing facilities and equipment are clean, fully functional, and available for use.</p> <p>Unaccompanied Housing operations are effectively and efficiently managed, operated, and maintained.</p> <p>Services are provided within the specified time.</p>
3.1	Front Desk Operations	The Contractor shall provide Front Desk Operation services to ensure resident personnel are accommodated.	<p>The Contractor shall operate the billeting office front desk 24 hours per day, seven days a week, including holidays.</p> <p>The Contractor shall develop a sample customer comment card and submit to the KO for acceptance within two weeks prior to start of contract. At contract start, the Contractor shall make readily visible and available customer comment cards, maintain a file of all customer comments received. The Contractor shall submit a Monthly Summary of Customer Comments report and submit all supporting individual comment cards per Section F.</p>	<p>Front desk is staffed 24 hours per day, seven days per week.</p> <p>Monthly customer comments summary submitted within specified time.</p> <p>Individual customer comment cards submitted as required.</p>
3.1.1	Reservation Services	The Contractor shall provide reservation services ensuring prompt, courteous and professional services.	The Contractor shall determine transient quarters availability, reserve appropriate spaces, position room reservations, issue confirmation numbers using the Government provided UH management software and hardware.	<p>Reservation requests are received and processed promptly, with no more than three verified customer complaints per month.</p> <p>Reservations are scheduled accurately and all</p>

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				documentation is complete. Records are accurate without discrepancies.
3.1.2	Check-in and Check-out Services	The Contractor shall provide check-in and check-out services to ensure timely and accurate service to UH customers.	<p>The Contractor shall provide 24 hour/7 days per week check-in and check-out services and adjust staffing to accommodate special events, e.g., rotator flights, normal rotation and troop movements.</p> <p>The Contractor shall issue clean linens to each new occupant at the Billeting Office upon check-in. Linens shall include two sheets, a pillowcase and a bedspread.</p> <p>Contractor shall maintain records of quarters assignments, check- in and check-out for Government review in MAXIMO and BQRTS. Should the Government decide to use any other software the Contractor shall use the new software at no additional expense to the Government. In the event of a Government driven software change, the Government will provide training to selected Contractor personnel. The Contractor shall train any additional Contractor personnel as required.</p>	<p>Customers are greeted and provided services within 2 minutes of arrival at desk.</p> <p>Check-in and Check-out procedures are followed 100% of the time.</p> <p>Monthly occupancy reports are accurate and submitted within specified time.</p>
3.1.3	Keys and Locking Systems Management	The Contractor shall manage existing UH key and locking systems to ensure resident rooms are secure.	<p>The key and locking systems used in UH areas consist of electronic card entry systems and metal key systems.</p> <p>The Contractor shall issue and maintain all keys and locking systems in UH areas. Keys shall be issued to residents and authorized personnel only.</p> <p>The Contractor shall develop and implement a system capable of tracking the inventory of keys and locking systems at contract start.</p> <p>The Government will provide policy on lost keys, replacement of keys, door locks, security notifications and lock assembly changes via the Housing Officer.</p> <p>Contractor personnel managing and</p>	<p>Keys and locking systems are accounted for and are operational.</p> <p>No occurrence of unauthorized access to CLUs or common use areas due to Contractor mismanagement of keys or locking systems.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			servicing electronic cards, keys and locking systems shall be fully trained on the installed systems. The Contractor shall provide a list of trained personnel and the training curriculum to the KO upon request.	
3.1.4	Resident Relations	The Contractor shall enforce local UH resident relation policies to resolve resident issues.	<p>The Contractor is the point of contact for all resident issues and performs as liaison for the Government.</p> <p>The Government will assume responsibility of resolution for issues that cannot be resolved by the Contractor. The Contractor shall notify the Housing Officer if the Contractor cannot resolve an issue.</p> <p>The Contractor shall identify resident policy improvements and recommend changes of the policy to the Housing Officer.</p>	Resident issues are managed in accordance with UH policy and resolved within two hours of notification.
3.2	Support Services	The Contractor shall provide support services to ensure personnel and community support and property programs are provided.	Support services include change of occupancy services, maintenance of common use areas, linen services, and self-help services.	Support Services are provided in a timely manner.
3.2.1	Change of Occupancy Services (COS)	The Contractor shall provide COS to ensure clean, fully equipped, operable and habitable to meet the needs of new occupants in a timely manner.	<p>The contractor shall submit a Change of Occupancy Services Plan and Schedule per Section F.</p> <p>During performance of a COS, the Contractor shall perform an inspection of the overall condition of quarters. The Contractor shall provide the Government a detailed report for the resolution of any major repairs or maintenance required at the completion of each COS.</p> <p>The Contractor shall submit an inventory and condition inspection report of the room and associated equipment for each COS per Section F.</p> <p>The Contractor shall clean bathrooms, clean mirrors and areas inside vanities, clean and mop floors, dust, and check furnishings to include the replacement of mattresses and equipment to ensure functionality in all CLUs prior to new</p>	<p>Quarters are clean, disinfected and free of dirt, stains, odors, smears, smudges, streaks, foreign matter, trash and debris and present a fresh appearance prior to a new resident reporting.</p> <p>No more than three validated customer complaints per month.</p>

1402000- Unaccompanied Housing				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>resident reporting.</p> <p>Furniture and other items moved during performance shall be returned to its original position.</p> <p>The Government may perform room inspections at any time.</p> <p>Informational Note: Historically, there have been approximately 30,000 COS annually.</p> <p>The Government reserves the right to inspect any UH room at any time.</p>	
3.2.1.1	VIP Quarters COS	The Contractor shall perform COS to ensure VIP quarters are clean, fully equipped, operable and habitable to meet the needs of new occupants in a timely manner.	<p>The Contractor shall clean bathrooms, clean mirrors and inside of vanities, clean and mop floors, dust, remove linens, empty trash receptacles.</p> <p>The Contractor shall check furnishings to include the replacement of mattresses and equipment to ensure functionality in rooms prior to a new resident reporting.</p> <p>The Contractor shall place clean towels in bathrooms and clean linens on the beds.</p>	Quarters are clean, towels and linens are provided prior to occupancy.
3.2.2	Common Use Areas - Exterior	The Contractor shall clean and maintain exterior UH accessories to ensure they are clean and in normal working condition.	<p>Unaccompanied Housing accessories include, but are not limited to, recreation facilities and equipment, BBQ grills, picnic tables, smoking/picnic gazebos, and trash cans.</p> <p>Exterior fixtures, appliances, furniture, accessories, and common area accessories shall be free of debris and other foreign matter, and present a neat appearance.</p> <p>Exterior accessories that are defective or inoperable shall be secured and clearly marked.</p>	<p>Outdoor furnishings are free of dirt and food residue.</p> <p>Equipment and accessories are in normal working condition.</p> <p>Services are performed per the accepted schedule</p>
3.2.3	Linen Services	The Contractor shall provide linen services to ensure an adequate supply of clean linens.	The Contractor shall provide sheets, pillows, pillowcases, blankets and enough linen for weekly linen exchanges for all camp personnel. The Contractor shall exchange all linens that are worn, torn, ripped, tattered, stained, soiled, discolored, thread bare, frayed or have holes.	<p>Linens are clean and free of damage and stains.</p> <p>Linen exchanges are provided in accordance with local policy and meet UH demands.</p>

1402000- Unaccompanied Housing				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall advise the Government when there is a need to order new linens to replace worn and damaged items.</p> <p>Linens shall be laundered free of dirt, stains, and discolorations, and have a fresh scent and appearance in accordance with NAVMED P-5010.</p>	No more than three validated customer complaints per month.
3.2.4	Self Help Supplies	The Contractor shall provide cleaning supplies for berthing units to ensure residents have access to supplies in a timely manner.	<p>The Contractor shall furnish and stock brooms, dust pans, mops, vacuum cleaners, brushes and cleaning supplies at designated storage facilities located in the billeting office, White House, BEQ buildings, various CLU areas, and West End quarters.</p> <p>The Contractor shall furnish and stock toilet paper for all residents.</p>	<p>Supplies are provided as specified.</p> <p>No more than three validated customer complaints per month</p>
3.2.5	Room Furnishing Repair	The Contractor shall provide minor furnishing repairs to UH furnishings to ensure furnishings are safe, operable, and available to residents.	<p>The Contractor shall provide repairs to furnishings to include minor repairs to furnishings such as drawer slides and alignment, latches, hinges, door and cabinet handles, etc. The Contractor shall be fully responsible for providing all materials required to perform repairs. Repairs shall be performed within three days of notification.</p> <p>Informational Note: Historically, .5 FTE primarily dedicated to room furnishing repairs has provided adequate services levels.</p>	<p>Repairs are performed within the time frames specified.</p> <p>Repaired furnishings are returned to a safe and operable condition.</p>
3.3	Laundry Services	The Contractor shall provide laundry services to ensure laundry demands are met in a proper and timely manner.	<p>The Contractor shall provide laundry services to include washing, drying, folding and bagging of personnel items, medical items, and UH linens, and the operation and maintenance of self-service laundry facilities.</p> <p>Laundry services are restricted to permanent, transient and Contractor personnel who reside onboard the Camp Lemonnier or satellite locations.</p> <p>The Contractor shall have full responsibility for the operation, maintenance, repair and replacement of equipment necessary to meet the laundry requirements of this contract.</p>	Services are provided in an accurate, timely, courteous and professional manner.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Historical data for laundry services is provided in J-1402000-04.</p> <p>The inventory of laundry equipment is provided in J-1402000-05.</p>	
3.3.1	Personnel Laundry Services	The Contractor shall provide personnel laundry services to laundry is cleaned and returned to the customer in a proper and timely manner.	<p>The Contractor shall operate the personnel laundry during the hours of 0700-1900, seven days per week. The Contractor shall ensure there are sufficient numbers of dedicated washers and dryers available at all times to meet routine demand levels.</p> <p>Personnel laundry services shall be restricted to a bag of at least 25 articles of clothing or weighing greater than 20 lbs. CLDJ personnel shall be limited to 2 bags per week per person.</p> <p>The Contractor shall establish procedures for receiving, inventorying, ticketing, marking and classifying laundry items to ensure proper processing and return to the requesting customer. Laundry bags shall be washed and returned to customer containing clean, folded laundry. At pickup, the Contractor shall inventory the laundry with the customer and note any discrepancies or damages.</p> <p>The Contractor shall provide a maximum turnaround of 72 hours for normal laundry services. The Contractor shall provide 24 hour turnaround for all VIP quarters residents.</p> <p>The Contractor shall provide for turnaround within 24 hours for special requests, e.g., customers leaving on emergency flights. Historically, special requests have averaged around 20 per week.</p> <p>The Contractor shall not be responsible for lost and damaged clothing not listed on the customer verified bag check in/checkout sheet.</p> <p>The Contractor shall accommodate</p>	<p>The Contractor shall greet and provide customer services within one minute of arrival at the counter.</p> <p>Returned laundry is clean, folded, bagged and returned within the specified time. No laundry is damaged.</p> <p>All White House laundry will be picked-up, dropped off, washed, dried, folded, bagged and returned in to the rooms within 24 hours.</p> <p>No more than ten validated customer complaints per month.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			special laundry requests, e.g., sensitive skin, bleaching, softeners and stain removals, upon request. The customer will be required to provide personal detergents for such requests.	
3.3.2	Self-Service Laundry	The Contractor shall provide self-service laundry services to ensure laundries are available for use, clean and sanitary, and function as intended.	<p>The Contractor shall operate the self-services laundries 24 hours per day, 7 days per week.</p> <p>The Contractor shall clean, sanitize and maintain the self-service laundry facilities.</p> <p>The Contractor shall disinfect washer and dryer units weekly.</p> <p>The contractor shall repair or replace inoperable equipment within one working day following discovery or notification by the Government.</p>	<p>Self-service laundries are continuously available.</p> <p>Laundry areas are clean and appliances are maintained in good operating condition.</p> <p>Defective appliances are repaired or replaced within specified time.</p>
3.3.3	Medical Laundry Services	The Contractor shall provide medical laundry services to ensure laundry is cleaned in a proper and timely manner.	<p>The Contractor shall provide same-day laundry services for medical laundry seven days per week.</p> <p>Medical laundry items will be available for daily pick-up at the medical clinic by 0900. The Contractor shall launder medical items and deliver to the medical clinic prior to 1700 the same day.</p> <p>The Contractor shall wash and dry laundry from the medical clinic separately from other laundry in washers and dryers dedicated for medical laundry only.</p> <p>Informational Note: Currently there is one washer and one dryer dedicated to medical laundry services.</p>	Medical laundry is clean, folded and bagged and returned within specified time.
3.3.4	Laundry Services - Camp Simba (Manda Bay)	The Contractor shall provide laundry operations and maintenance to ensure sufficient appliances are available for use at all times.	<p>The Contractor shall maintain a self-service laundry facility for permanent, transient and Contractor personnel use.</p> <p>There are currently eight self-service washers and dryers located in one facility on the installation.</p> <p>When repairs to a washer or dryer require more than four hours to complete the Contractor shall furnish and install a</p>	<p>Self-service laundry is accessible 24 hours per day, seven days a week.</p> <p>No washer or dryer is out of service more than 4 hours.</p> <p>Laundry facility and equipment is clean, sanitary and fully functional.</p>

1402000- Unaccompanied Housing				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			replacement unit. The Contractor shall provide all laundry detergent. The Contractor shall provide laundry services to launder bedding and linens for personnel departing Manda Bay.	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing the DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

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1501000 – Facility Management		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, materials, and equipment necessary to perform facility management services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1501000 Facility Management is to specify the requirements for facility investment planning and asset management services to include, but not limited to, work control, service call reception, infrastructure facility condition assessment program (ICAP) support, and technical library operation. Preventive maintenance (PM) inspection of systems and equipment and other Sustainment, Restoration and Modernization (SRM) work is included under 1502000 Facility Investment Template.</p> <ul style="list-style-type: none"> • PM and IMP of systems and equipment and other Sustainment, Restoration and Modernization (SRM) work is included under 1502000 Facility Investment. • Service order performance in support of facility infrastructure, assets and equipment is provided in 1502000 Facility Investment.

1501000 – Facility Management		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1501000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to provide facility management services.
2.2.1	Certification, Training, and Licensing	Specific certification and training requirements are addressed in Spec Item 3.
2.3	Government's Computerized Maintenance Management Systems (CMMS)	<p>Work order, preventive maintenance, asset and condition rating data created by the Contractor shall be recorded in NAVFAC MAXIMO for all work performed in 1502000 Facility Investment.</p> <p>The Contractor shall manually enter required work order, preventive maintenance, asset and condition rating data directly into NAVFAC MAXIMO. NAVFAC MAXIMO data reporting procedures are provided in J-1501000-02. FM&S Facility Management Procedures are provided in J-1501000-03. The Contractor shall ensure all information is updated by the end of each workday for all work performed.</p>
2.4	Facility Investment Strategy	The Contractor shall engage in the Navy's facility investment strategy to provide efficient and effective facilities that directly support warfighter readiness at the lowest possible life cycle cost, while maintaining fully functional capabilities.
2.5	Records and Reports	Reports are listed in Section F of the solicitation. The Contractor shall submit accurate and complete documents within the required timeframes.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide facility management services to ensure real property infrastructure supports the mission of the warfighter.	The Contractor shall be knowledgeable of and comply with installation facility management reporting and coordination requirements identified within applicable NAVFAC BMS processes located at: https://portal.navfac.navy.mil/pls/portal/url/page/navfac_bms	Facility management services are performed as specified. Facility management services are completed within the specified time.
3.1	Work Control	The Contractor shall perform work control to ensure requests for services are properly received, identified, tracked and reported in a timely manner.	The Contractor shall use Maximo for Work Orders, and PM and IMP Management as follows: Work Order Module: <ul style="list-style-type: none"> • Assign Work Orders • Record Actual Labor Hours • Record Actual Material Cost • Complete Work Orders PM Module: <ul style="list-style-type: none"> • Create P M/IMP Program (link assets with job plans) • Generate PM/IMP Work Orders • Record Actual Labor Hours • Complete PM/IMP Work Orders 	Workload data is complete and accurate. Workload data is input within specified time.
3.1.1	Work Induction	The Contractor shall induct work to ensure requests for services are properly identified, prioritized, and routed for execution in a timely manner.	The work induction process is identified in BMS Process B-15.17, Work Tracking. The Contractor shall receive work requests from internal and external customers via Government designated customer interface representatives and input into WIS within four hours of receipt of request. The Contractor shall enter work requests from the Maintenance Execution Plan (MEP) within ten working days following receipt.	Work request input is complete and accurate as specified. Work requests are input within specified time.
3.1.2	Service Order Reception	The Contractor shall receive service orders to ensure requests are properly received, identified and documented in a timely manner.	The Contractor shall verbally and electronically receive all service call requests 24 hours per day, seven days per week at a centralized Work Reception and Dispatch Center (WRDC).	Service order input is complete and accurate as specified. Service orders are received and input within specified times.

1501000 – Facility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall obtain the following information for each request: site (installation) name, facility (building) number, detailed location information (e.g., first floor, north end of building), point of contact name, telephone number, email address, and description of the problem that requires correction.</p> <p>The Contractor shall classify each call for emergency, urgent, or routine service orders per the service order classifications specified in J-1501000-04 and shall enter all information into MAXIMO within 15 minutes following receipt.</p>	
3.1.3	Project Work Reception	The Contractor shall receive project work orders to ensure requests are properly received, identified and documented in a timely manner.	<p>The Contractor shall verbally and electronically receive all project work requests 24 hours per day, seven days per week at a centralized Work Reception and Dispatch Center (WRDC).</p> <p>The Contractor shall obtain the following information for each request: site (installation) name, facility (building) number, detailed location information (e.g., first floor, north end of building), point of contact name, telephone number, email address, and description of the problem that requires correction.</p> <p>The Contractor shall enter all information into MAXIMO within 15 minutes following receipt.</p>	<p>Project work input is complete and accurate as specified.</p> <p>Project work is received and input within specified times.</p>
3.1.4	Work Order Tracking	The Contractor shall perform work order tracking to ensure status of work orders are properly updated and work is monitored for timely completion.	<p>The Contractor shall monitor all open work orders within MAXIMO, enter appropriate status updates and close out completed work orders.</p> <p>The Contractor shall provide updates on work order status to Government designated customer interface representatives within</p>	<p>Work order data is complete and accurate.</p> <p>Work order reports are submitted within specified time.</p>

1501000 – Facility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>one hour of request during regular working hours.</p> <p>The Contractor shall submit a weekly MAXIMO work order report detailing work orders completed during the prior week and the status of all outstanding work orders per Section F.</p>	
3.2	Infrastructure Condition Assessment Program (ICAP) Services	The Contractor shall perform ICAP services to ensure accurate asset inventory and condition information to properly support Condition Based Maintenance Management (CBMM).	<p>As part of CBMM, the Contractor shall perform ICAP services by maintaining an accurate asset inventory within MAXIMO and performing periodic condition assessments.</p> <p>An initial asset inventory will be available in MAXIMO at contract start.</p>	<p>MAXIMO asset data is complete and accurate.</p> <p>Asset condition assessment is complete and accurate.</p> <p>MAXIMO data is updated within the specified time.</p>
3.2.1	Inventory Management	The Contractor shall manage asset inventory to ensure accurate asset information is available for CBMM.	<p>The Contractor shall be responsible for all changes to asset inventory updates within MAXIMO including adding, deactivating, and updating assets.</p> <p>The Contractor is responsible for updates to asset data for all facilities and equipment regardless of whether or not they are maintained under this contract.</p> <p>For assets installed, removed, or replaced outside of this contract, the Contractor shall receive and validate inventory information provided by the Government and update assets within MAXIMO.</p> <p>The Contractor shall update MAXIMO upon identification of discrepancies in inventory (e.g. assets with incorrect data elements, assets that no longer exist, or those found not within inventory).</p> <p>The Contractor shall submit a Summary of MAXIMO Asset Changes report per Section F.</p> <p>The Contractor shall ensure that</p>	<p>MAXIMO asset data is updated within 10 days of identification or notification of change.</p> <p>Asset data fields required in MAXIMO are complete and accurate.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>assets are properly tagged. The format for asset tags is provided in J-1501000-05.</p> <p>Required data fields for updates to Asset Information are indicated in J-0200000-07.</p>	
3.2.2	Condition Assessment (Dynamic)	The Contractor shall assess and document asset condition for dynamic equipment to ensure accurate condition information is available for CBMM.	<p>The Contractor shall perform condition assessments on all equipment maintained under the Preventive Maintenance (PM) and Integrated Maintenance Program (IMP) specified in 1502000, Facility Investment to support ICAP and CBMM.</p> <p>The Contractor shall assess equipment condition annually and document the characteristic meter readings within MAXIMO. Condition assessments shall also be updated after equipment/assets have been repaired or replaced and any time a significant change in condition is noted. A list of assets requiring condition assessment is provided in J-1501000-XX.</p> <p>Depending on the type of equipment, as related by Unifomat Classification, the Contractor must assess the condition of one to 12 meters. The meter group description and direct condition rating guidance for each Unifomat Classification is listed in J-1501000-06. The general direct condition rating guidance is shown in J-1501000-07.</p> <p>Required data fields for updates to characteristic meter reading information are indicated in J-0200000-06.</p> <p>The process for providing MAXIMO characteristic meter reading updates are specified in Spec Item 2.6.6 in Annex</p>	Characteristic Meter Readings updated do not exceed 365 days (366 days in leap years).

1501000 – Facility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>0200000.</p> <p>Informational Note: Condition Assessments are typically performed by the preventive maintenance (PM) technician on an annual basis during the most invasive PM circumstances.</p> <p>Direct condition ratings shall be reported as specified in the Computerized Maintenance Management Systems (CMMS) Spec Item 2.6.6 in Annex 0200000.</p>	
3.2.3	Condition Assessment (Non-Dynamic)	The Contractor shall assess and document asset condition for non-dynamic equipment to ensure accurate condition information is available for CBMM.	<p>The Contractor shall perform condition assessments on facilities and structures to support ICAP and CBMM following the process in BMS B-15.1.5 ICAP: Continuing Inspection and Assessment Process.</p> <p>The Contractor shall assess non-dynamic assets on a periodicity based on the facilities MDI. For critical facilities it shall be done on at least once every three years. For significant facilities assessments shall be done at least once every four years. For all other facilities the assessments shall be done at least once every five years. A list of assets requiring condition assessment is provided in J-1501000-XX.</p> <p>Depending on the type of equipment, as related by Unifomat Classification, the Contractor must assess the condition of one to 12 meters. The meter group description and direct condition rating guidance for each Unifomat Classification is listed in J-1501000-06. The general direct condition rating guidance is shown in J-1501000-07.</p> <p>Required data fields for updates to</p>	<p>Characteristic Meter Reading updates for all required assets are updated within the specified time.</p> <p>Characteristic Meter Reading data fields required in MAXIMO are complete and accurate.</p>

1501000 – Facility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>characteristic meter reading information are indicated in J-0200000-06.</p> <p>The process for providing MAXIMO characteristic meter reading updates are specified in Spec Item 2.6.6 in Annex 0200000.</p>	
3.3	Technical Support Services	The Contractor shall perform technical support services to ensure engineering and technical documentation is properly reviewed and maintained and made available in a timely manner.		<p>Technical support services are complete as specified.</p> <p>Design and study review comments are provided within the specified time.</p>
3.3.1	Plans, Files and Drawing Updates	The Contractor shall update facility plans, building files and engineering drawings to ensure technical information is properly documented in a timely manner.	The Contractor shall update installation plans, facility plans, building history files, street address listings and engineering drawings within 30 calendar days following notification of need or discovery of changed conditions.	<p>Plans, files and drawings are current and accurate.</p> <p>Plans, files and drawings are updated within specified time.</p>
3.3.2	Technical Library Operation	The Contractor shall operate a technical library to ensure technical documents and reference materials are properly maintained and made available in a timely manner.	<p>The Contractor shall maintain control of the inventory and operate the technical library during regular Government working hours.</p> <p>The Contractor shall research the inventory and provide copies of documents and reference materials to customers within one hour of request.</p>	<p>Inventory is complete and current.</p> <p>Requested copies of technical documents and reference materials are complete, legible and provided within the specified time.</p>
3.4	Data Calls	The Contractor shall respond to data calls to ensure the appropriate information is provided in a timely manner and in the requested format.	<p>Data call requirements may result from walk-ins, written correspondence, E-mail, and telephone calls. The Government will provide the reporting format and timeframe, if required.</p> <p>The Contractor shall provide hard and electronic copies as requested.</p> <p>Data call reports requiring a verbal or a minimal written response are submitted within two hours of</p>	<p>Data is provided in the specified data call report format.</p> <p>Submittals are credible and accurate.</p> <p>Data call reports are submitted within the specified time.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			receipt of the request. Responses requiring significant research and data accumulation and presentation effort are submitted within the Government provided submittal timeframe.	

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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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-recurring work will be the same as those in Spec Item 3 where applicable.	

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3.5.7	Flow Testing of Fire Hydrants
3.5.8	Miscellaneous Equipment and Systems
4	Non-recurring Work

1502000 – Facility Investment		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment services facilities, ground structures, personal property equipment and installed equipment and systems at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1502000 Facility Investment is to specify the requirements for Sustainment, Restoration, and Modernization (SRM) sub-functions only. The Facility Investment requirements within this sub-annex primarily consist of infrastructure sustainment and minimal restoration and modernization work. Sustainment is the maintenance and repair necessary to keep an inventory of facilities and other assets in good working order. Restoration and modernization normally consists of major rehabilitation and capital improvements that is accomplished through other Navy programs. Some major repair, minor construction and stand-alone demolition may be accomplished as part of Facility Investment.</p> <p>The Contractor shall perform maintenance, repair, alteration, demolition and minor construction for the following:</p> <p>Building and Structures</p> <ul style="list-style-type: none"> -Interior and exterior finishes -Roofing -Foundation -Structural Components -Cathodic Protection Systems -Tanks -POL System -Pipelines <p>Building Systems</p> <ul style="list-style-type: none"> -HVAC -Fire Protection -Intrusion Detection Systems -Bridge and Jib Cranes -Compressed Air Systems -Potable Water (including backflow prevention devices) -Wastewater -Electrical -Lightning Arrestors and Grounding Devices -Cathodic Protection Systems -Auxiliary Generator Systems (including emergency and portable generators) -Uninterruptible Power Systems (UPS) -Grease Traps -Exhaust Hoods and Ducts -WHE -Roll-up Doors

1502000 – Facility Investment		
Spec Item	Title	Description
		<ul style="list-style-type: none"> -Wash Rack Systems Miscellaneous <ul style="list-style-type: none"> -Signs -Fences -Locksmith -Drainage Ditches -Monuments -Flag Poles -Bollards -Unpaved Roads (gravel roads) Roads and Paved Surfaces <ul style="list-style-type: none"> -Traffic Control Devices -Pedestrian/Jogging Paths -Striping -Curbs -Sidewalks -Parking Lots -Drainage Systems -Outdoor Courts Airfields <ul style="list-style-type: none"> -Runways -Taxiways -Lighting -Signs -Aircraft Parking Areas -Aviation Fuel Systems -Airfield Lighting Systems <p>Facility Investment includes maintenance of all auxiliary generators serving individual facilities. Stand-by electrical power generators located within the electrical power generation plant or which serve more than one facility are covered under 1602000 Electrical. Service orders from the Utilities Annexes (1602000, 1604000, and 1606000) will be performed under 1502000, Facility Investment.</p>

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1502000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the FI function.
2.2.1	Certification, Training, and Licensing	<p>All maintenance and repair shall be performed by personnel trained and certified by the OEM.</p> <p>Personnel maintaining, repairing, inspecting, testing, operating, or rigging WHE shall be qualified per NAVFAC P-307.</p> <p>Personnel inspecting, certifying, and making recommendations for corrective action for backflow preventers shall be certified per UG-2029-ENV.</p> <p>Personnel working on systems, equipment or components containing chlorofluorocarbons (CFCs) and/or hydro-chlorofluorocarbons (HCFCs) must be certified under an Environmental Protection Agency (EPA) approved technical certification program per OPNAVINST 5090.1 Chapter 6 and Overseas Environmental Baseline Guidance Document/Final Government Standard (OEBDG/FGS).</p> <p>Personnel working with or on electrical or electronic equipment must be trained and certified per NAVFAC MO-200.</p> <p>Personnel conducting ground safety checks on lighting arrestors or grounding devices on facilities housing ammunition and explosives must be certified per NAVSEA OP-5.</p> <p>Personnel working on fire protection systems must be certified per UFC 3-600-02.</p> <p>Personnel performing work on transformers must be knowledgeable of proper procedures for handling and disposing of insulating fluid containing polychlorinated biphenyls (PCBs)</p> <p>Personnel performing work in HAZMAT/HAZWASTE must complete the HAZMAT/HAZWASTE handling course or have a minimum of one year of experience working with HAZMAT/HAZWASTE.</p> <p>Personnel performing work on airfield lighting systems must be trained and knowledgeable of the specific systems and associated equipment installed.</p> <p>All maintenance trade personnel certifying or inspecting repair or maintenance work that does not require an inspector certified by a governing directive shall be qualified at the journeyman level.</p> <p>Personnel performing locksmith services are required to be a U.S. citizen, possess a secret security clearance, and be GSA certified.</p>

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Spec Item	Title	Description
		The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.
2.3	Special Requirements	
2.3.1	Workmanship and Material Standards	<p>The Contractor shall be responsible for maintaining all facilities, systems, and equipment, identified in this technical sub-annex, to a standard that prevents deterioration beyond that which results from normal wear and tear and corrects deficiencies in a timely manner to assure full life expectancy of the facilities, systems, and equipment. Best commercial practices shall be applied in the performance of work. All work shall be completed per approved and accepted industry and equipment manufacturers' standards and shall comply with building and safety codes, applicable activity, local, state, and federal regulations, and other technical requirements identified within this technical sub-annex.</p> <p>Workmanship for maintenance and repair shall include all work necessary to complete facility and system restoration, including touch-up painting and operational checks. Upon completion of work, the Contractor shall ensure all facilities, systems, and equipment are free of missing components or defects which would affect the safety, appearance, or habitability of the facilities and structures or would prevent any electrical, mechanical, plumbing or structural system from functioning in accordance with design intent. Repairs shall be made in accordance with the manufacturers' specifications and guidelines, and standard building codes. The quality of repairs shall meet the applicable standards and shall prevent any malfunction reoccurrences caused by poor workmanship or other contractor inadequacies. The quality of the repaired areas shall be fully compatible with adjacent surfaces or equipment. Except where otherwise specified, replacements shall match existing in dimensions, finish, color, design, and functionality and shall have an appearance similar to the original finished appearance with only minor unobjectionable deterioration resulting from normal use.</p> <p>The Contractor shall not allow debris to spread unnecessarily into adjacent areas nor accumulate in the work area. All such debris, excess material, and parts shall be cleaned up and removed at the completion of the job and at the end of each day work is in progress. Upon completion of work, any stains and other unsightly marks shall be removed.</p>
2.3.2	Historical Preservation	Buildings and facilities designated as historical sites shall be maintained in accordance with Federal and local historical policies and regulations.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1502000-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall maintain, repair, and alter facilities, ground structures, personal property equipment and installed equipment and systems to ensure they are fully functional and in normal working condition.	<p>The Contractor shall develop, implement, and execute a Service Order Program, Minor Work Program, Preventive Maintenance Program, Inspection, Testing, and Certification Program, and Other Recurring Service Program to maintain and repair facilities, ground structures, personal property equipment, and installed equipment and systems.</p> <p>The Contractor shall maintain all maintenance, repair, and alteration data and warranty records in the technical library and CMMS in accordance with Annexes 0200000 and 1501000.</p> <p>The current installation real property listing is provided in J-1502000-03.</p> <p>The Contractor shall provide all necessary test instruments, equipment, and tools required to perform maintenance and repair.</p>	Facilities, ground structures, personal property equipment, and installed equipment and systems are in normal working condition and function properly in accordance with specified standards.
3.1	Service Orders	The Contractor shall perform service order work in a timely manner and ensure facilities, ground structures, personal property equipment and installed equipment and systems are restored to a safe, normal working condition and function properly.	<p>The Contractor shall receive service orders in accordance with the work reception requirements in Annex 0200000 and 1501000.</p> <p>The Contractor shall schedule and perform service orders in a way that minimize disruptions to customers and Government operations.</p> <p>Historical information of trades required to perform work and historical service order workloads are provided in J-1502000-04. The information provided in J-1502000-04 is</p>	<p>Service order work is responded to and completed within the specified time.</p> <p>Facilities, ground structures, personal property equipment and installed equipment and systems are restored to normal working condition, including recertification if applicable.</p> <p>When repair is complete the facility, ground structure,</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>intended to illustrate the volume of service orders issued and the types of trades used to perform past work, and is not to be construed as a limiting factor to the types of services ordered and performed in the future.</p> <p>Classification descriptions of service orders (emergency and routine) are provided in the Definitions and Acronyms in J-1502000-01.</p> <p>The Contractor shall maintain sufficient materials and equipment on hand to support service order work requirements. Lack of availability of material or equipment will not relieve the Contractor from the requirement to complete service order work within the time limits specified.</p> <p>The Government may combine multiple repair requirements received for the same trade in the same building or structure at the same time into one service order as long as the service order threshold is not exceeded.</p> <p>The Contractor shall notify the KO upon identification that the service order will exceed the liability limits specified below in accordance with reporting requirements in Annex 2. If non-recurring work is issued for repairs, the Government will only pay for the portion of labor and/or material that exceeds the service order</p>	<p>personal property equipment or installed equipment and system does not present danger to personnel or equipment.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>limits.</p> <p>Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under an IMP.</p> <p>The Contractor shall submit a monthly summary of completed service orders per Section F.</p>	
3.1.1	Emergency Service Orders	The Contractor shall respond to emergency service orders and arrest emergent conditions to minimize and mitigate damage to facilities, ground structures, personal property equipment, and installed equipment and systems and danger to personnel.	<p>The Contractor shall perform emergency service orders 24 hours a day, seven days a week throughout the contract period.</p> <p>The Contractor shall respond to emergency service orders with the appropriate service personnel and equipment to commence work immediately.</p> <p>Emergency service orders are limited to a liability ceiling of \$1,500 in direct material and direct labor cost.</p> <p>The Contractor shall remain at the work site until the emergency has been arrested.</p> <p>The emergency service order is complete once the emergency has been arrested. The Government may issue an urgent or routine service order or non-recurring work task order for the follow-on work required to repair/restore the facility, ground structure, personal property equipment or installed equipment and system.</p> <p>All window unit and split unit air conditioning equipment servicing living quarters are considered emergency service orders and units shall be</p>	<p>Emergency service orders responded to within one hour of receipt of call.</p> <p>Emergency service orders are arrested within 24 hours of receipt of call.</p> <p>Work is continued without interruption until emergent condition is arrested.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			repaired or replaced within 2 hours of receipt of the service order request.	
3.1.2	Urgent Service Orders	The Contractor shall complete urgent service orders in a timely manner and ensure facilities, ground structures, personal property equipment, and installed equipment and systems are restored to a safe, normal working condition and function properly.	<p>The Contractor shall perform urgent service orders to repair deficiencies and return facilities, ground structures, personal property equipment, and installed equipment and systems to normal working condition.</p> <p>Urgent service orders are limited to a liability ceiling of \$2,500 in direct material and direct labor cost.</p> <p>Performance of routine service orders is not required outside of Government regular working hours.</p>	Routine service orders are completed within 5 calendar days.
3.1.3	Routine Service Orders	The Contractor shall complete routine service orders in a timely manner and ensure facilities, ground structures, personal property equipment, and installed equipment and systems are restored to a safe, normal working condition and function properly.	<p>The Contractor shall perform routine service orders to repair deficiencies and return facilities, ground structures, personal property equipment, and installed equipment and systems to normal working condition.</p> <p>Routine service orders are limited to a liability ceiling of \$2,500 in direct material and direct labor cost.</p> <p>Performance of routine service orders is not required outside of Government regular working hours.</p>	Routine service orders are completed within 30 calendar days.
3.2	Project (Minor) Work	The Contractor shall perform project work in a timely manner and ensure facilities, ground structures, personal property equipment and installed equipment and systems is restored to a safe, operable condition and functions properly.	<p>The Contractor shall receive project work in accordance with work reception requirements in 1501000 Facility Management.</p> <p>Project work is intended to allow for the execution of minor work not covered under the maintenance contract and provide first response interim operations for unforeseen</p>	<p>Project work is responded to and completed within 15 work days.</p> <p>Facilities, systems, and equipment are restored to operable condition and function properly in accordance with OEM specifications.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>immediate operational support to meet mission essential activities at the FOLs.</p> <p>The Contractor shall perform project work to accomplish any work identified within this annex and will include a wide variety of work. When responding to project work calls, the Contractor shall notify the POC listed on the project work that work has begun. The Contractor shall notify POC when work is complete.</p> <p>The Government may combine multiple requirements requiring multiple trades at one location into one project work as long as the project work threshold is not exceeded.</p> <p>Project work will be ordered for work exceeding the service order limit but is estimated to be less than \$5,000 in total direct material and direct labor cost. Project work shall not exceed a total of \$5000.00 in estimated in direct material and direct labor cost per individual job. If the KO agrees that the labor and material required are beyond the recurring work project work liability limit, the Government will pay for the portion of the labor and material that exceed the recurring work limits under the non-recurring work portion of the contract. The Contractor shall be responsible for all labor and material costs up to the recurring work limits.</p> <p>The Contractor shall notify the KO of any delays that will prevent the work from being completed within 15 working</p>	<p>When work is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>days. If delays are due to delivery of parts or materials provide a copy of the invoice with the scheduled delivery date to the KO.</p> <p>The Contractor shall notify the KO upon identification that the minor work call will exceed the limit listed above in accordance with reporting requirements in Annex 2 and 1501000.</p> <p>The Contractor shall submit a detailed estimate proposal to the KO within two work days for each project work that exceeds the \$5000 limit.</p> <p>Project work calls are considered received by the Contractor at the time and date the information is received by the Contractor’s work reception desk.</p> <p>The Contractor shall provide a monthly summary of completed minor work the KO.</p> <p>Informational Note: Historically there have been approximately 6 instances of project work services requested annually.</p>	
3.3	Preventive Maintenance (PM) Program	The Contractor shall develop and implement a PM program for facilities, ground structures, personal property equipment, and installed equipment and systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The Contractor shall develop and submit a PM program per Section F.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$2500 per occurrence in direct material and labor cost under the recurring work portion of the contract. Incidental repairs</p>	<p>Maintenance is accomplished in accordance with the Contractor’s PM program and work schedule.</p> <p>PM is performed in accordance with manufacturers’ recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>work performed under maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or non-recurring work task orders may be issued for repairs exceeding the incidental repairs limit.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>The PM program shall provide an economical approach to manufacturers’ recommended procedures, OEM standards, and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor’s PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule per Section F.</p>	
3.3.1	HVAC and	The Contractor shall	The HVAC and Refrigeration	Maintenance is

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Refrigeration Systems	maintain HVAC and refrigeration systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>Systems equipment inventory is provided in J-1502000-05.</p> <p>HVAC and Refrigeration Systems commence at the utility isolation point of connection and terminate at the conditioned air point of delivery. The Contractor shall develop and implement a PM program for the HVAC and Refrigeration Systems and all mechanically and electrically interlocked ancillary parts, equipment, and components of the HVAC and Refrigeration Systems such as: air handling units, blowers, boilers, chillers, compressors (including air compressors), condensers, controls, cooling towers, dehumidifiers, diffusers, driers, ducts, electrical disconnects, evaporators, fans, fan coil units, filters, fire dampers, fresh air dampers, heaters, heat exchangers, heat pumps, hoods, humidification systems, insulation, intakes, package units, piping, pumps, refrigeration boxes, registers, returns, strainers, ultraviolet lighting, valves, VAV boxes, variable frequency drives, water treatment systems, monitoring, control, and instrumentation systems, etc.</p> <p>The Contractor shall not vent or otherwise dispose of any ozone-depleting refrigerant in a manner that will permit its release into the environment. These refrigerants shall be captured and recycled in accordance with all Federal, and local environmental regulations</p>	<p>performed in accordance with Contractor's PM program and work schedule.</p> <p>HVAC and refrigeration systems are maintained at the required temperature.</p> <p>HVAC and refrigeration systems are in compliance with environmental regulations.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>In the event that window unit or split unit AC repairs require more than two hours to complete or are found to be un-repairable, the Contractor shall install a replacement AC unit.</p> <p>Informational Note: Due to the extreme environmental and climate conditions, monthly filter replacement/cleaning has been required.</p> <p>Informational Note: Historically, the Contractor can expect to replace 100 window units or split units per year.</p>	
3.3.2	Exterior Lighting Systems	The Contractor shall perform maintenance on exterior lighting systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The current exterior lighting systems equipment inventory is provided in J-1502000-06.</p> <p>The Contractor shall develop and implement a program to inspect, clean, relamp, and make all necessary repairs to exterior lighting systems.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.3	Emergency Lighting	The Contractor shall perform maintenance on emergency lighting systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The current emergency lighting systems equipment inventory is provided in J-1502000-07.</p> <p>The Contractor shall develop and implement a program to inspect, clean, relamp, and make all necessary repairs to emergency lighting systems.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule
3.3.4	Weight Handling Equipment (WHE)	The Contractor shall perform maintenance on WHE to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The current weight handling equipment inventory is provided in J-1502000-08.</p> <p>The Contractor shall maintain WHE in accordance with manufacturers' recommended procedures, OEM standards,</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			and NAVFAC P-307. Where performance of maintenance or associated repairs requires testing or recertification of WHE, refer to the Spec Item below for inspection, testing, and certification of WHE.	
3.3.5	Lightning Arrestors and Grounding Devices	The Contractor shall perform maintenance in accordance with applicable directives on lightning arrestors and grounding devices to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The current lightning arrestor and grounding devices inventory is provided in J-1502000-09. The Contractor shall maintain lightning arrestors and grounding devices in accordance with NFPA 780, MIL-HDBK-419, MIL-STD-188-124B, MIL-HDBK-274 (AS), and NAVSEA OP-5. The Contractor shall submit the ground test results to the KO, ESO and Weapons Officer for each location tested per Section F.	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.6	Fire Protection Systems	The Contractor shall perform maintenance on fire protection systems to ensure safe, reliable, uninterrupted fire protection service.	The current fire protection systems inventory is provided in J-1502000-10. The Contractor perform PM for the Fire Protection Systems and all mechanically and electrically interlocked ancillary parts, equipment, and components of the Fire Protection Systems, such as: control panels, annunciators, initiating devices, transmitters, receivers, detectors, sensors, meters, batteries, notification appliances, voice communication devices, antennas, AFFF Foam, Wet Chemicals, Dry Chemicals, alarm devices, backflow prevention devices, valves, sprinkler heads, nozzles, connections, pumps, piping, air compressors, gauges, electric	Maintenance is performed in accordance with Contractor's PM program and work schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>motors, engines, tanks, fuses, monitoring and controls systems, etc.</p> <p>The Contractor shall maintain, inspect, and test fire protection systems in accordance with UFC 3-601-02.</p> <p>The Contractor shall maintain, inspect, and test fire protection systems to operate as designed.</p> <p>The Contractor shall notify facility occupants, Fire Department and the Security Office prior to performing maintenance, inspection, or testing of fire suppression systems.</p>	
3.3.7	Vertical Transportation Equipment	The Contractor shall perform maintenance on VTE to ensure safe, reliable operation.	<p>The current auxiliary generator inventory is provided in J-1502000-11.</p> <p>The Contractor shall maintain VTE in accordance with manufacturers' recommended procedures, OEM standards, and NAVFAC MO-118.</p> <p>The Contractor shall notify the facility occupants prior to any type of work on VTEs.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.8	Compressed Air Systems	The Contractor shall perform maintenance on compressed air plants, distribution system, and associated equipment to ensure safe, reliable, uninterrupted service.	<p>The current compressed air systems and equipment inventory is provided in J-1502000-12.</p> <p>The Contractor shall maintain compressed air systems in accordance with NAVFAC MO-206 and NAVFAC MO-209.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.9	Auxiliary Generators	The Contractor shall perform maintenance on auxiliary generators to ensure safe, reliable, uninterrupted	The current auxiliary generator inventory is provided in J-1502000-13.	Maintenance is performed in accordance with Contractor's PM program and work

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		service.	<p>The Contractor shall comply with NAVFAC MO-912.</p> <p>Maintenance shall include periodic startup, run and load test of all auxiliary generators to ensure operability.</p> <p>Auxiliary generators shall be activated to restore electrical power within five minutes following loss of power.</p>	<p>schedule.</p> <p>Auxiliary generators provide electrical power to meet the load demand for the duration of a power outage.</p> <p>Auxiliary generators activated to restore electrical power within five minutes following loss of power.</p>
3.3.10	Water Chiller Maintenance	The Contractor shall perform maintenance on drinking water chiller systems and associated equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The drinking water cooler inventory is provided in J-1601000-14.</p> <p>The Contractor shall maintain water coolers in accordance with manufacturers' recommended procedures and OEM standards.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.11	Truck Scales	The Contractor shall perform maintenance on truck scales and associated equipment to ensure proper operation, to minimize breakdowns and to maximize useful life.	<p>The current truck scale inventory is provided in J-1502000-15.</p> <p>The Contractor shall maintain truck scales in accordance with manufacturers' recommended procedures and OEM standards.</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.3.12	Airfield Lighting	The Contractor shall perform maintenance on airfield lighting and sign systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The current airfield lighting and sign systems equipment inventory is provided in J-1502000-16.</p> <p>The Contractor shall inspect airfield lighting and signs on the U.S. controlled side of the airfield one hour before sunrise and one hour after sunset per local instructions.</p> <p>The Contractor shall immediately advise the ATC and the ODO of any lighting discrepancies. The Contractor shall process discrepancies</p>	Maintenance is performed in accordance with Contractor's PM program and work schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			determined by ATC to be critical to the operation of the airfield by notifying the work reception center of the emergency work requirement and verifying completion of repairs.	
3.3.13	POL System Facilities and Distribution Systems	The Contractor shall perform maintenance on POL system facilities and distribution systems to ensure safe, reliable, uninterrupted service.	<p>The Contractor shall maintain POL system facilities and distribution systems in accordance with NAVSUP P-558, UFC 3-460-03, NAVFAC MO-230, and NAVSUPINST 4750.1.</p> <p>The POL System Facilities and Distribution Systems description and inventory is provided in J-1502000-17.</p> <p>The Contractor shall maintain an inventory of POL system critical spare parts to ensure immediate available of critical parts in the event of part failure.</p>	<p>Maintenance is performed in accordance with Contractor's PM program and work schedule.</p> <p>No spills or discharge to environment due to missed or improper maintenance.</p>
3.3.14	Aviation Fuel Support Systems	The Contractor shall perform maintenance on aviation fuel support systems and equipment to ensure safe, reliable, uninterrupted service.	<p>The Contractor shall maintain aviation fuel support systems and equipment in accordance with OPNAVINST 4790.2, Chapter 13 of NAVAIR 00-80T-109, UFC 3-460-03, and NAVFAC MO-230.</p> <p>The Aviation Fuel Support Systems description and inventory is provided in J-1502000-18.</p>	<p>Maintenance is performed in accordance with Contractor's PM program and work schedule.</p> <p>No spills or discharge to environment due to missed or improper maintenance.</p>
3.3.15	Large Area Maintenance Structures (LAMS) and Tent Maintenance	The Contractor shall perform PM on LAMS and Tents ensure safe and proper operation.	<p>Contractor shall maintain all tents and LAMs IAW to OEM specifications.</p> <p>The Contractor shall maintain support structures and guide wire tensioning.</p> <p>The LAMS and tent inventory is provided in J-1502000-19.</p>	<p>Maintenance is performed in accordance with Contractor's inspection and maintenance plan.</p> <p>LAMS and tents are maintained as specified.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall develop a quarterly inspection and maintenance plan and submit electronically per Section F.	
3.3.16	Light Cart Maintenance	The Contractor shall perform maintenance on light carts to ensure safe, reliable, uninterrupted service.	The current light cart inventory is provided in J-1502000-20. Maintenance shall include periodic startup, run and test of all light cart generators to ensure operability.	Maintenance is performed in accordance with Contractor's PM program and work schedule.
3.4	Inspection, Testing, and Certification Program	The Contractor shall provide inspection, testing, and certification services to ensure they are safe, fully functional, and operational.	The Contractor shall develop an inspection, testing, and certification program The Contractor shall submit an inspection, testing, and certification program summary report per Section F. The Contractor shall submit an inspection, testing and certification schedule and a copy of all the equipment certifications per Section F. The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during inspection, testing, and certification work up to \$2,500 per occurrence under PM program in total direct labor and material cost under recurring work portion of the contract. Incidental repairs work performed are not considered a service order.	All certifications are current. Testing, inspection, and certification services performed and completed in accordance with the inspection, testing, and certification program and schedule. Testing, inspection, and certification services performed in accordance with applicable references.
3.4.1	Weight Handling Equipment (WHE)	The Contractor shall prepare and operate WHE to support certification.	The Contractor shall comply with all Federal requirements and NAVFAC P-307 to properly test and maintain the WHE. The Contractor shall perform all certification testing in the presence of the Government	Testing, inspection, and certification of WHE performed and completed in accordance with the Inspection, Testing, and Certification Program and Schedule.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>certifying official. The Contractor shall provide five working days advance notification to the KO when WHE is ready for testing and certification for coordination with the Government provided inspector.</p> <p>The WHE inventory is provided in J-1502000-08.</p>	<p>WHE prepared for inspection and certification in accordance with NAVFAC P-307.</p>
3.4.2	Backflow Prevention Devices	The Contractor shall prepare, inspect, and test backflow prevention devices to ensure they are safe, fully functional, and operational.	<p>The Contractor shall comply with inspection, testing, and certification requirements of the applicable regulatory agency and UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.</p> <p>The Contractor shall provide a five working days advance notification to the KO when backflow prevention devices is ready for testing and certification for coordination with the Government provided inspector.</p> <p>The inventory of backflow prevention devices and date of last inspection and testing is provided in J-1502000-21.</p>	<p>Testing, inspection, and certification of backflow prevention devices performed and completed in accordance with the inspection, testing, and certification program and schedule.</p> <p>Backflow prevention devices are certified in accordance with UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.</p>
3.4.3	Vertical Transportation Equipment	The Contractor shall prepare, inspect, test, and operate VTE systems to support Government certification.	<p>The Contractor shall perform all inspections and tests for certification in the presence of a Government provided inspector.</p> <p>The Contractor shall provide five working days advance notification to the KO when VTE is ready for testing and certification for coordination with the Government provided inspector.</p> <p>The Contractor shall submit the Inspection and Test Report for Vertical Transportation Equipment (VTE) per Section F.</p>	<p>Notification of repair work necessary to maintain certification is reported to the Government within one hour of identification.</p> <p>VTE inspection and testing is completed when due.</p> <p>Inspection and testing of VTE performed and completed in accordance with the inspection and testing program and schedule.</p> <p>VTE prepared for</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The VTE system inventory including date of latest certification is provided in J-1502000-11.	inspection and certification in accordance with NAVFAC MO-118.
3.5	Other Recurring Services Program	The Contractor shall develop and implement another recurring services program for facilities, ground structures, personal property equipment and installed equipment and systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor shall submit an Other Recurring Services Program Summary Report per Section F.	Other recurring services are accomplished in accordance with the Contractor's program and work schedule. Services are performed in accordance with manufacturers' recommended procedures and OEM standards.
3.5.1	Grease Traps	The Contractor shall clean designated grease traps and remove and dispose of grease to ensure they function properly.	The grease trap inventory is provided in J-1502000-22. The Contractor shall dispose of grease in accordance with environmentally approved procedures.	Grease traps are cleaned in accordance with Contractor's work schedule. Grease traps are clean and free of grease on baffles, perforated surfaces, and all other removable parts and function to meet the intended purpose.
3.5.2	Exhaust Hoods and Ducts	The Contractor shall service designated exhaust hoods and ducts and associated equipment to ensure they are clean and sanitary.	The exhaust hood and duct inventory is provided in J-1502000-23. Work shall include the hoods, plenums, fans, fan housing, grease removal devices, weatherproof covers and the full length of ventilating ducts. The Contractor shall comply with the requirements of the National Board of Fire and Underwriters and the current standards of the National Fire Protection Association, NFPA Standard 96, Chapter 8, 8-3	Exhaust hoods and ducts and associated equipment are cleaned and sanitized in accordance with Contractor's work schedule.

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.5.3	Locksmith Services	The Contractor shall provide locksmith services to ensure locks they function properly.	<p>through 8-4.</p> <p>The Contractor shall provide a locksmith having GSA Certified Safe and Vault Technician certification to work on GSA approved containers, vaults, X-09 and X-10 locks, cipher locks, mechanical combination locks, door locks and safes.</p> <p>Locksmith services shall include but are not limited to: provide and install lock cores, re-core and re-pin locks, manufacture keys, change lock combinations (including safes, GSA containers, electronic locks and entry controls), emergency access services for lock devices for which the combination or key is not available, maintenance and repair to the card key locks (to include annual replacement of the batteries), cutting new keys.</p> <p>Locksmith shall maintain key and lock logs for buildings, containers and equipment.</p> <p>All work shall be performed IAW SECNAVINST 5510.36 when applicable.</p>	<p>Services are performed in accordance with Contractor's work schedule.</p> <p>Services are performed in accordance with applicable instructions.</p> <p>Locksmith is available 24/7.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Contractor locksmith personnel shall be available 24 hours per day, 7 days a week.	
3.5.4	Roll-Up Doors	The Contractor shall perform maintenance on roll-up doors to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The roll-up door inventory is provided in J-1502000-24.</p> <p>As part of roll-up door maintenance the Contractor shall maintain hangar doors as listed in J-1502000-24.</p> <p>The Contractor shall maintain roll-up doors and hangar doors in accordance with manufacturers' recommended procedures and OEM standards.</p>	<p>Maintenance is performed in accordance with Contractor's work schedule.</p> <p>Maintenance is performed in accordance with manufacturers' recommended procedures and OEM standards.</p>
3.5.5	Surface Cleaning	The Contractor shall perform surface cleaning to ensure areas are clean and sanitary.	<p>The Contractor shall provide pressure washing services to include building exteriors, roof tops, staging areas, decking, CLU stairwells, railings and mezzanines, gazebos, sidewalks, common areas, and any other areas as designated by the KO.</p> <p>Pressure washing services are limited to 4 hour increments per occurrence.</p> <p>Informational Note: The Contractor shall expect to perform up to 400 hours of pressure washing</p>	<p>Surface cleaning is performed in accordance with Contractor's work schedule.</p> <p>Designated surface areas are cleaned as required.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			annually.	
3.5.6	Vehicle Wash Rack and Waste2Water System	The Contractor shall perform maintenance on the wash rack and Waste2Water system to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The wash rack equipment inventory is provided in J-1502000-25.</p> <p>The Contractor shall provide maintenance in accordance with manufacturers' recommended procedures and OEM standards.</p> <p>The Contractor shall perform monthly monitoring of the Waste2Water system for free chlorine, total dissolved solids, pH and temperature, total suspended solids, and total coliforms at the discharge point of the bioreactor. Within the bioreactor the Contractor shall monitor dissolved oxygen and record the date inoculum is added.</p> <p>The Contractor shall submit a Waste2Water monitoring report of readings per Section F.</p>	Maintenance is performed in accordance with Contractor's work schedule.
3.5.7	Flow Testing of Fire Hydrants	The Contractor shall perform annual flow testing on fire hydrants to ensure proper operation, and to maximize useful life.	<p>The Contractor shall develop and implement a program to flow test all fire hydrants annually in accordance with NFPA 25 and NFPA 291.</p> <p>The Contractor shall develop and submit a Fire Hydrant Flow Testing Program per Section F.</p> <p>The Contractor shall submit</p>	Testing is performed in accordance with Contractor's work schedule.

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Fire Hydrant Flow Test reports per Section F.</p> <p>The fire hydrant locations are provided in J-1502000-26.</p>	
3.5.8	Miscellaneous Equipment and Systems	The Contractor shall perform maintenance for miscellaneous equipment and systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>Miscellaneous equipment and systems inventory is provided in J-1502000-27.</p> <p>Maintenance shall be performed in accordance with industry standards and OEM requirements.</p>	<p>The equipment is maintained, operable, and fully functional.</p> <p>Maintenance is performed in accordance with Contractor's work schedule.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1503010 FACILITIES SUPPO

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1503010 - Custodial		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material and equipment required to perform custodial services at Camp Lemonier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba, Manda Bay, Kenya.
1.1	Concept of Operations	<p>The intent of 1503010 Custodial is to specify the requirements related to the cleaning of facilities. Custodial requirements consist mainly of services that ensure the cleanliness of working environments.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... Custodial services do not include any repair work of facilities or fixtures. This is included in 1502000, Facilities Investment. ... Custodial services include waste removal for buildings and service locations to collection points, but disposal of waste from collection sites is addressed in 1503030 Integrated Solid Waste Management. ... Removal and disposal of bio-hazardous waste (from areas such as medical centers) is addressed in 1800000 Environmental.

1503010 - Custodial		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1503050-01.
2.2	References and Technical Documents	References and Technical Documents are listed in J-1503010-02.

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide custodial services to ensure facilities are clean, sanitary and sightly.	<p>The inventory of locations and related frequencies for custodial services is shown in J-1503010-03.</p> <p>The Contractor shall provide restroom paper products, hand soap, can liners, trash bags, cleaning supplies and other typical cleaning and servicing items used in similar facilities, in quantities typical of daily janitorial support, when such support occurs in areas where Contractor personnel are denied access. The KO will designate storage locations for supplies prior to contract start. A list of restricted assess facilities is provided in J-1503010-04.</p> <p>The Contractor's cleaning techniques and products shall protect the integrity of surfaces, finishes and floor coverings.</p>	Facilities are clean, sanitary and sightly.
3.1	Scheduled Cleaning Services	The Contractor shall provide scheduled custodial services to ensure facilities are clean, sanitary and sightly.	The Contractor shall develop and submit an Annual Work Schedule and Monthly Work Plan for custodial services per Section F. The schedule shall clearly indicate the day of performance of each service for each building.	<p>Facilities are clean, sanitary and sightly.</p> <p>Work is completed per the Contractor's schedule.</p>
3.1.1	Space Cleaning	The Contractor shall clean spaces to ensure they are clean and sightly.	The Contractor shall return furniture and other items moved during performance to their original positions.	Spaces are clean and sightly.
3.1.1.1	Emptying Waste Containers	The Contractor shall empty waste containers and ensure they are clean.	<p>The Contractor shall collect and dispose of items placed adjacent to waste containers and marked "TRASH."</p> <p>All waste that is dropped during the waste removal process shall be picked up and properly disposed. All spills that occur during the waste removal process shall be and properly treated and cleaned.</p>	<p>Waste containers are empty and clean.</p> <p>Waterproof liners are provided and replaced when soiled or unserviceable.</p> <p>Work is completed per the Contractor's schedule.</p>

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall collect all waste from desk-side waste containers and/or interior collection points located in the facilities listed in J-1503010-03 unless otherwise specified. All waste shall be moved to designated refuse containers.	
3.1.1.2	Drinking Fountain Cleaning	The Contractor shall clean drinking fountains to ensure they are clean, sanitary, and sightly	Drinking fountain surfaces shall be properly disinfected.	Drinking fountains are clean, sanitary, and sightly. Cleaning is performed at the specified frequencies
3.1.2	Floor Care	The Contractor shall provide floor care services to ensure they are clean and sightly.	The Contractor shall move non-permanent rugs and other floor coverings prior to floor care services. The Contractor shall return furniture, rugs, floor covering and other items moved during services to its original position. The Contractor's cleaning techniques and products protect the integrity of the surface and finish of floors and adjacent walls. Floor care services shall be performed according to schedule provided by the Contractor. The Contractor shall post warning signs and barricades in areas of floor care operations, as appropriate, to ensure personnel safety.	Floors are clean. Work is completed per the Contractor's schedule.
3.1.2.1	Sweeping/Dust Mopping	The Contractor shall sweep/dust mop uncarpeted floors to ensure floors are clean and free of debris and dust.	The Contractor shall move moveable items, non-permanent rugs and other floor coverings prior to sweeping/dust mopping services. The Contractor shall return furniture, rugs, floor coverings and other items moved during services to its original position.	Floors are cleaned. Work is completed per the Contractor's schedule.
3.1.2.2	Damp Mopping	The Contractor shall damp mop floors to ensure that floors are	The Contractor shall move moveable, non-permanent rugs and other floor coverings prior	Floors are cleaned and free of scuff marks, spots or dried stains.

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		clean.	<p>to mopping services. The Contractor shall return furniture, rugs, floor coverings and other items moved during services to its original position.</p> <p>The Contractor shall post warning signs and barricades in areas of floor care operations, as appropriate, to ensure personnel safety.</p>	Work is completed per the Contractor's schedule.
3.1.3	Restroom Services	The Contractor shall service restrooms to ensure they are clean, sanitary, sightly and stocked with sufficient supplies.	<p>Ablution units containing shower and toilets shall receive services once during normal working hours and once after normal working hours.</p> <p>The Contractor shall post cleaning and maintenance schedule times on the exterior doors of all restrooms and ablation units. The Contractor shall perform cleaning within 15 minutes of the scheduled times.</p> <p>The Contractor shall replace shower curtains that are damaged or worn beyond serviceable life.</p>	<p>Restrooms and ablation units are clean and sanitary.</p> <p>Restrooms and ablation units are adequately stocked with toilet paper, hand soap and paper hand towels.</p> <p>Work is completed per the Contractor's schedule.</p> <p>Cleaning of shower/toilet facilities in ablation units is completed within 15 minutes of scheduled time.</p>
3.1.3.1	Restroom Cleaning	The Contractor shall clean and disinfect restroom surfaces to ensure they are clean, sanitary and free of offensive odors.	<p>The Contractor shall not use cleaning materials, e.g., sponges, cloths, brushes, used to clean toilets, urinals, floors and walls, to clean lavatories, showers, and sinks.</p> <p>Cleaning materials and equipment used in restrooms shall not be used in any other areas outside the restrooms.</p> <p>The Contractor shall disinfect all restroom surfaces, including floors, partitions, fixtures, mirrors, and shower areas.</p> <p>The Contractor shall clean ablation unit exhaust fans and air conditioning unit grills.</p>	<p>All restroom surfaces are cleaned, sanitized and deodorized.</p> <p>Work is completed per the Contractor's schedule.</p>
3.1.3.2	Restroom	The Contractor shall	Restroom supplies include toilet	Restroom supplies are filled to

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Servicing	service restrooms to ensure they are stocked with sufficient supplies and waste containers are emptied.	<p>paper, toilet seat protectors, soap, and paper towels. The Contractor shall utilize dispensers where available.</p> <p>The Contractor shall collect all waste from all restrooms. All waste shall be moved to designated refuse containers.</p> <p>All waste that is dropped during the waste removal process shall be picked up and properly disposed.</p>	<p>capacity and are available.</p> <p>Restroom waste containers are empty, clean, and waterproof liners have been replaced.</p> <p>Services are performed at the specified frequencies.</p>
3.1.3.3	Portable Toilets and Hand Wash Stations	The Contractor shall clean and service portable toilets and hand wash stations to ensure they are clean and stocked with sufficient supplies.	<p>The inventory of portable toilets and hand wash station locations is provided in J-1503010-03.</p> <p>Services shall be performed in conjunction with portable toilet and hand washing unit servicing.</p> <p>Supplies include soap, paper towels and water.</p> <p>The use of reclaimed water is the preferred method for portable toilets and should be utilized if available.</p>	<p>Portable toilets and hand wash units are serviced per Contractor's schedule.</p> <p>Portable toilets and hand wash units are stocked with toilet paper, hand soap and paper hand towels.</p>
3.1.4	Medical Clinic Space Cleaning	The Contractor shall clean medical clinic spaces to ensure they are clean and sightly.	<p>Space cleaning includes cleaning tile walls and furniture, cleaning and dusting shades and spot cleaning of other surfaces and fixtures, e.g., water fountains, sinks, kitchens and coffee messes.</p> <p>The Contractor shall apply a medical clinic approved tuberculocidal-disinfecting solution per the manufacturer's instructions, as applicable during cleaning.</p> <p>The Contractor shall return furniture and other items moved during performance to its original position.</p>	<p>Spaces are clean, sanitary and sightly.</p> <p>Medical clinic floors and restroom floors are sanitized.</p> <p>Work is completed per the Contractor's schedule.</p>
3.1.5	Building	The Contractor shall	The building perimeter is	Building perimeters are

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Perimeter Services	provide building perimeter services to ensure they are clean and sightly.	<p>defined as the area within five feet from the building outside wall and shall be extended to include associated porches, sidewalks and designated smoking areas.</p> <p>The Contractor shall remove debris from building perimeters. The Contractor shall deposit removed debris in the designated waste containers.</p> <p>The Contractor shall empty permanent waste containers, including cigarette butt cans, located in perimeter and designated smoking areas.</p> <p>The Contractor shall dispose of items placed adjacent to waste containers and marked as "trash".</p>	<p>cleared of debris.</p> <p>Work is completed per the Contractor's schedule.</p>
3.2	Unscheduled Services	The Contractor shall respond and complete requests for cleaning tasks between scheduled service intervals to ensure spaces and surfaces are clean.	<p>Typical unscheduled cleaning requests include clean up of overflowed restroom fixtures, spills, muddy or wet entrances, broken glass and other similar occurrences.</p> <p>Unscheduled minor cleaning is limited to two labor hours or \$50 of material cost per occurrence.</p> <p>The Contractor will perform up to 24 unscheduled cleaning requests per year.</p>	Spaces/surfaces are cleaned within two hours following notification.

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

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1503020 - Pest Control		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, materials and equipment required to perform pest control services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The Government's integrated pest management (IPM) program is intended to emphasize surveys, establish control thresholds, and maintain documentation to track the effectiveness and safety of control efforts. IPM may include techniques such as education, habitat modification, biological control, genetic control, cultural control, mechanical control, physical control, regulatory control, and where necessary, the judicious use of least-hazardous pesticides. Pesticides, when needed, shall be selected consistent with IPM principles in order to minimize negative impacts on human health and the environment.</p> <p>The Contractor shall perform pest control services in conformance with the Integrated Pest Management Plan (IPMP) to prevent and control the following pests:</p> <ul style="list-style-type: none"> --Unwanted vegetation and invasive plants --Nuisance, structure damaging, and disease vector and health arthropod and invertebrate pests <ul style="list-style-type: none"> 0 cockroaches 0 termites 0 bees 0 wasps 0 ants 0 fleas 0 silverfish 0 stored product pests 0 mosquitos --Vertebrate pests <ul style="list-style-type: none"> 0 mice 0 rats 0 bats 0 feral dogs and cats 0 other nuisance mammals 0 nuisance birds <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> 0 Non-chemical vegetation control, i.e. mowing or trimming. This is included in 1503050, Grounds Maintenance and Landscaping.

1503020 - Pest Control		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1503020-01.
2.2	Personnel	The Contractor shall provide personnel with qualifications, technical knowledge, experience and skills required for efficient operations within the pest control function.
2.2.1	Certification, Training and Licensing	All Contractor personnel who apply pesticides shall be certified by DoD in the categories required to perform the work specified in this contract. All work performed shall be in accordance with local laws and installation regulations. Proof of certification shall be provided to the per Section F.
2.3	Special Requirements	
2.3.1	Permits	The Contractor shall obtain all necessary permits required to perform the work in this contract. A copy of any applicable permit shall be provided per Section F.
2.3.2	Vehicles	Vehicles used to transport pesticides shall be equipped with a fire extinguisher, a spill containment kit capable of containing any potential pesticide spill, an emergency eye wash station, at least two gallons of emergency wash water for personal decontamination, and a first aid kit. All pesticides carried on vehicles shall be stored in a locked compartment separate from the cab of the vehicle. Vehicles shall not be left unattended at any time unless properly locked and secured. Pest control vehicles shall be marked with the owner's or Contractor's name clearly identified as a pest control vehicle. Each vehicle shall display applicable identification markings as required by local regulations. All vehicles shall be maintained with a clean and orderly appearance, free from pesticide residues or grime buildup.
2.3.4	Equipment	<p>The Contractor shall provide repair and maintenance as necessary to keep all equipment in good operating condition, and take appropriate action regarding the following:</p> <p>All tanks, hoses, pumps, control valves, and gauges shall be free of visible deterioration, shall not leak, and shall operate at the manufacturer's recommended rates and pressures. Equipment that has failed shall be replaced or repaired by the Contractor prior to resuming operations.</p> <p>Screens, strainers, and filters shall be used and maintained per the pump, sprayer, and nozzle manufacturer's instructions.</p> <p>Spray nozzles shall deliver spray patterns as specified by the nozzle manufacturer. Nozzles that become clogged or eroded shall be repaired or replaced by the Contractor prior to resuming operations.</p> <p>Ultra-Low Volume (ULV) equipment shall be calibrated to assure proper flow rate and droplet size of pesticide as required by the label. ULV equipment shall be calibrated, including droplet size analysis, 15 days prior to start of work and thereafter every 50 hours of use (or per manufacturer's recommendations), or when the machine is repaired. Calibration and droplet analysis reports, when required, shall be maintained on file and submitted per Section F.</p>

1503020 - Pest Control		
Spec Item	Title	Description
		All pesticide dispersal equipment, including bait stations and trays, shall be clearly and plainly marked with "DANGER"... "PESTICIDES", or as required by applicable regulations.
2.3.5	Pesticides	<p>All pesticides must be used in accordance with US DoD, DoN, and installation IPMP, and any requirements identified in J-1503020 Attachments. All pesticides shall be procured, processed, handled, and applied in strict accordance with the manufacturer's label. All pesticides shall be registered and approved by the CLDJ Environmental office.</p> <p>The Contractor shall maintain a book of labels and Material Safety Data Sheets (MSDSs) for pesticides they use or intend to use, and have it readily available for the KO's inspection at all times.</p> <p>All pesticides used by the Contractor shall be registered with the for the use intended. Planned Pesticide Use Sheets, provided in J-1503020-02, including labels and MSDS for each pesticide intended for use, shall be submitted per Section F with the Contractor's Work Plan. Approvals may be made for and limited to specific pests and sites. Any proposed changes in pesticide usage shall be submitted per Section F to the KO for approval at least five business days in advance of the anticipated use.</p>
2.3.6	Disposal	All pesticides, rinse water, and containers shall be disposed of per pesticide label directions. The Contractor shall coordinate the disposal of pesticides with CLDJ EV and dispose of any pesticides, pesticide containers, pesticide residue, pesticide rinse water, or any pesticide contaminated articles at an authorized disposal area.
2.3.7	Spills	All pesticide storage and mixing sites shall be listed in the installation Spill Contingency Plan. Emergency phone numbers including the spill contingency coordinator, the Environmental Department, and the Fire Department shall be listed at each storage and mixing site.
2.3.8	On-Site Mixing	The Contractor shall not mix pesticides on Government property unless specifically authorized by the KO. If mixing is authorized, it shall be done at an approved Government furnished facility or over an approved containment device. All water sources shall be equipped with proper back-flow prevention devices. An air gap shall be maintained between the water source and the pesticide tank.
2.3.9	On-Site Materials Storage	The Contractor shall not store pesticides on Government property unless specifically authorized by the KO. If storage is authorized, it shall be done at an approved Government furnished facility.
2.3.10	Occupied Spaces	Liquid or aerosol pesticides shall not be applied in occupied spaces when people are present. Dust pesticide formulations shall not be applied in occupied spaces if the dust can be carried by air currents to people. Gel baits, cockroach, rodent, and ant bait stations, or other pesticide formulations that do not volatilize or drift in air currents may be applied in occupied spaces.
2.3.11	Personal Protective Equipment (PPE)	The Contractor shall provide PPE to each of their pest control applicators. This equipment shall include, at a minimum, the PPE required by the pesticide label and MSDS.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1503020-03.

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	FFP Work	The Contractor shall provide pest control services to ensure pests are controlled in a proper and timely manner.	<p>The Contractor shall comply with the Integrated Pest Management Plan (IPMP), and applicable DoD and OPNAV Instructions, and local CLDJ Policies and Instructions.</p> <p>The Contractor shall develop and execute a Contractor's Work Plan (CWP) for pest control. The CWP shall adhere to applicable References and Technical Documents contained in J-1503020-03 and the Guidance for Contractor Work Plan provided in J-1503020-04. The CWP shall be submitted per Section F.</p> <p>The Contractor shall report conditions that promote or are conducive to pest infestations. These include sanitation problems, improper food storage practices, inadequate exclusion policies, or damaged or missing exclusion devices or the like. The Contractor shall report these conditions per Section F. Report must be legible and can be submitted electronically or hand-written.</p>	Pests are controlled to levels and within times specified in the Pest Group Requirements in Section J.
3.1	Scheduled Pest Control	The Contractor shall provide scheduled pest control services to ensure the appearance and infestation of pests are controlled in a proper and timely manner.	<p>Scheduled pest control services shall include both inspection and treatment of the following categories of pests: nuisance pests, disease vector and health pests, vegetation management and vertebrate pests.</p> <p>The Contractor shall perform pest control for disease vectors and pests that may adversely affect the DoD mission and military operations; the health and well being of people; and structures, material, and property.</p> <p>Preventive applications of pesticide in the absence of a pest or signs/symptoms of a pest are prohibited except in cases such as termite pretreatment, pre-emergence weed and mosquito larval control, where it is an effective means of Integrated Pest Management (IPM).</p>	<p>Pests are controlled to levels and within times specified in the Pest Group Requirements in Section J.</p> <p>Pest surveys are conducted at the Frequencies for Scheduled Work specified in J-1503020-05.</p>
3.1.1	Nuisance Pest Control	The Contractor shall control nuisance pests to	The Contractor shall perform scheduled pest control for Nuisance Pests at the facilities listed on the Frequencies for	Pest surveys are conducted at the Frequencies for

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		ensure facilities are free from nuisance pests.	<p>Scheduled Work table in J-1503020-05.</p> <p>The following nuisance pests/pest areas shall be inspected and treated, as necessary, per the General Requirements and Performance Standards specified within Nuisance Pest Requirements in J-1503020-06:</p> <p>... 001 Ant Control ... 002 Arthropod Control in Food Handling Establishments ... 003 Cockroach Control ... 004 Flea Control in and Around Buildings and Structures ... 005 Miscellaneous Arthropod Pest Control ... 006 Stored Product Pest Control (Arthropods)</p>	<p>Scheduled Work specified in J-1503020-05.</p> <p>Pests are controlled to levels and within times specified for Nuisance Pest Requirements in J-1503020-06.</p>
3.1.2	Disease Vector or Health Pest Control	The Contractor shall control disease vector or health pests to ensure facilities and breeding areas are free of disease vector or health pests.	<p>The Contractor shall perform scheduled pest control for Disease Vector or Health Pests at the facilities listed on the Frequencies for Scheduled Work table in J-1503020-05.</p> <p>The following disease vector or health pests/pest areas shall be inspected and treated, as necessary, per the General Requirements and Performance Standards specified within Disease Vector or Health Pest Requirements in J-1503020-07:</p> <p>... 008 Adult Mosquito Control ... 012 Bee, Wasp, Hornet, and Stinging Arthropod Control ... 013 Sensitive Areas Pest Control ... 014 Filth Fly Control ... 015 Larval and Pupal Mosquito Control</p> <p>Informational Note: The Government has found that from 10-12 instances of ULV application per month has been found to be effective during active months.</p>	<p>Pest surveys are conducted at the Frequencies for Scheduled Work specified in J-1503020-05.</p> <p>Pests are controlled to levels and within times specified for Disease Vector or Health Pest Requirements in J-1503020-07.</p>
3.1.3	Vegetation Management	The Contractor shall manage vegetation to ensure facilities are	The Contractor shall perform vegetation management for aquatic and non aquatic vegetation pests at the facilities listed on the Frequencies for Scheduled Work	Pest surveys are conducted at the Frequencies for Scheduled Work

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		free of vegetation pests.	<p>table in J-1503020-05.</p> <p>The following vegetation pests /pest areas shall be inspected and treated, as necessary, per the General Requirements and Performance Standards specified within Vegetation Management Requirements in J-1503020-08:</p> <p>... 024 Industrial Sidewalk, Substation, Vault and Right-of-Way Weed Control</p>	<p>specified in J-1503020-05.</p> <p>Pests are controlled to levels and within times specified for Vegetation Management Requirements in J-1503020-08.</p>
3.1.4	Vertebrate Pest Control	The Contractor shall control vertebrate pests to ensure facilities are free of vertebrate pests.	<p>The Contractor shall perform scheduled pest control for Vertebrate Pests at the facilities listed on the Frequencies for Scheduled Work table in J-1503020-05.</p> <p>The following vertebrate pests/pest areas shall be inspected and treated, as necessary, per the General Requirements and Performance Standards specified within Vertebrate Pest Requirements in J-1503020-09:</p> <p>... 027 Commensal Rodents In and Around Buildings and Structures</p> <p>... 029 Pest Vertebrate Control</p>	<p>Pest surveys are conducted at the Frequencies for Scheduled Work specified in J-1503020-05.</p> <p>Pests are controlled to levels and within times specified for Vertebrate Pest Requirements in J-1503020-09.</p>
3.2	Unscheduled Pest Control Services	The Contractor shall provide unscheduled pest control services to ensure the appearance and infestation of pests are controlled in a proper and timely manner.	<p>The following pests are often included in unscheduled service:</p> <ol style="list-style-type: none"> 1. Filth Flies and Nuisance Arthropods 2. Rodents 3. Adult Mosquitos 4. Feral Dogs 5. Feral Cats <p>Unscheduled pest control services shall not be used for rework occurring within the "time period to maintain control" identified in the applicable pest performance standards.</p>	Pests are controlled to levels and within times specified in the corresponding pest group requirements in Section J.
3.2.1	Pest Control Service Orders	The Contractor shall perform service orders to ensure the appearance and infestations of pests are controlled in a proper and timely manner.	<p>The Contractor shall receive pest control service orders per the work reception requirements in Annex 1501000.</p> <p>The Contractor shall schedule and perform pest control service orders in a way that minimizes disruptions to customers and Government operations.</p>	Pests are controlled to levels and within times specified in the corresponding pest group requirements in Section J

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall respond to pest control service orders within two hours of notification regardless of the response times stated for each pest group performance standard in Section J.</p> <p>Pest control service orders are limited to \$500 in direct labor and material cost.</p> <p>The Contractor shall survey the area to determine the level of infestation prior to performing treatment.</p> <p>The Contractor shall notify the KO upon determination that the pest control trouble call will exceed the specified limit of liability above per reporting requirements in Annex 2 prior to initiation of work. Once pest control service order work is initiated, the Contractor is responsible for all costs up to the \$500 limit of liability beyond which the Government may issue non-recurring work task orders for work exceeding the Contractor's limit of liability.</p> <p>The Government may combine multiple services requirements recently received for the same general area, e.g., floor, of a building or structure into a single trouble call provided the Contractor's pest control trouble call limit of liability is not exceeded.</p> <p>The Contractor shall submit a monthly summary of completed pest control service orders per section F.</p> <p>Historical Information for Pest Control service orders is provided in J-1503020-10.</p>	
3.3	Pest Management Reporting	The Contractor shall report pest management operations to ensure the effectiveness and safety of control efforts can be	<p>The Contractor shall create and submit a completed electronic Pest Management Record for each pest management operation, both chemical and non-chemical, e.g., pest survey, pesticide application, service order, per section F.</p> <p>Refer to the Pest Management</p>	Reports are accurate, complete and submitted within the time specified in each of the pest group requirements in Section J.

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		monitored in a proper and timely manner.	<p>Operations Report provided in J-1503020-11 for a sample of an online Pest Management Record.</p> <p>The Contractor shall submit the Pest Management Operations Report per Section F using the NAVFAC PPMC approved NAVFAC Online Pesticide Reporting System (NOPRS) located at https://clients.emainc.com/PestManagementNET/PesticideLogon.aspx. Contact the regional NAVFAC PPMC to obtain a password and tutorial instructions on how to use the system.</p>	

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1503030 FACILITIES SUPPO

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1503030 - Integrated Solid Waste Management		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, vehicles, and equipment required to perform refuse collection, disposal and recycling at Camp Lemonier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1503030 Integrated Solid Waste Management is to specify the requirements related to the collection and disposal of solid waste and recyclable materials.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... Waste removal from inside buildings and service locations to waste collection points. This requirement is included in 1503010, Custodial. ... Removal and disposal of bio-hazardous waste (from areas such as medical centers) is addressed in 1800000 Environmental.

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in 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 Integrated Solid Waste Management function.
2.2.1	Certification, Training and Licensing	<p>The Contractor shall employ certified incinerator plant operators who are experienced in similar plants and systems to perform the requirements of this functional section.</p> <p>Operator Training. Incinerators may not be operated unless a fully trained and qualified unit operator is accessible at the facility or able to be at the facility within 1 hour. The trained unit operator may operate the unit directly or be the direct supervisor of one or more other plant personnel who operate the unit. Operators must have completed a training course that includes:</p> <ol style="list-style-type: none"> (1) Environmental concerns, including types of emissions. (2) Basic combustion principles, including products of combustion. (3) Operation of the specific type of incinerator to be used by the operator, including proper startup, waste charging, and shutdown procedures. (4) Combustion controls and monitoring. (5) Operation of air pollution control equipment and factors affecting performance, if applicable. (6) Inspection and maintenance of the incinerator and air pollution control devices. (7) Methods to monitor pollutants, including monitoring of incinerator and control device operating parameters, and monitoring equipment calibration procedures, where applicable. (8) Actions to correct malfunctions or conditions that may lead to malfunction. (9) Bottom and fly ash characteristics and handling procedures. (10) Applicable regulations. (11) Pollution prevention. (12) Waste management practices. (13) Recordkeeping requirements. <p>All employees shall be trained on the CLDJ Solid Waste and incineration processes within 30 day of their reporting date.</p>
2.3	Special Requirements	
2.3.1	Weight Tickets (Non-Recyclable)	Individual weight tickets denoting the date, type of truck or container, tonnage, and volume (cubic yards) 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.
2.3.2	Permits and Licenses	Within 15 calendar days after contract award, the Contractor shall submit copies of disposal permits or other written documentation of approval and suitability of landfill or other final disposal methods.

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Spec Item	Title	Description
2.4	References and Technical Documents	References and Technical Documents are listed in J-1503030-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide refuse collection, disposal and recycling services to ensure refuse and recyclables are properly collected and disposed.	<p>The Contractor shall comply with the references and technical documents listed in J-1503030-02, and NAVFAC EURAFSWA and CLDJ Environmental Policies.</p> <p>The Contractor shall submit a Incinerator Plant Contingency Plan per Section F.</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	Solid Waste Collection	The Contractor shall provide collection of solid wastes to ensure refuse and recyclables are properly collected.	<p>The Contractor shall develop and submit a schedule that has been optimized for solid waste collection per Section F.</p> <p>The Contractor shall submit changes to the solid waste collection schedule in writing to the KO for approval.</p> <p>The Contractor shall collect and dispose of any spillage.</p> <p>Descriptions and locations of waste containers are provided in J-1503030-03. In addition to the dumpster containers, there are approximately 500 outdoor trash receptacles located throughout the CLDJ installation.</p> <p>Informational Note: Currently, three pick-ups per day of each dumpster container (morning, afternoon and evening) has provided adequate service levels.</p>	<p>Solid wastes are collected per the Contractor's schedule.</p> <p>Waste collection areas are free of waste following collection operations.</p>
3.1.1	General Waste	The Contractor shall remove general waste from containers to ensure refuse is properly collected.	The Contractor shall return each waste container to its original location.	<p>General waste is removed from waste collection areas per the Contractor's schedule.</p> <p>Containers are returned to an upright position and lids are secured.</p>
3.1.2	Recyclable Waste	The Contractor shall remove recyclable	All recyclable waste will be placed in designated	Recyclable waste is removed from waste

1503030 - Integrated Solid Waste Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		waste from containers to ensure it is properly collected.	containers that are segregated by the type of recyclable waste, including paper, plastics, glass, metals, and cardboard.	collection areas per the Contractor's schedule. Containers are returned to an upright position and lids are secured.
3.1.3	Bulky Waste	The Contractor shall remove bulky waste to ensure it is properly collected.	Bulky waste includes all refuse too large or heavy to be placed in designated containers but is within a waste deposit area listed in J-1503030-03. Mattresses deposited as bulky waste shall be transported to DRMO for disposal.	Bulky waste is removed from waste collection areas per the Contractor's schedule.
3.1.4	Mattress Collection	The Contractor shall remove mattresses to ensure they are properly collected.	The Government will notify the Contractor of mattresses requiring removal by providing the location of mattresses to the Contractor. The Contractor shall remove mattresses identified within 5 calendar days of notification. The Contractor shall not store or warehouse removed mattresses awaiting disposal within the CLDJ installation for a period of time greater than one year. At the KO's discretion, the Government may require the Contractor to dispose of stored mattresses at any time. Informational Note: The Contractor shall expect to remove up to 1500 mattresses annually.	Mattresses identified for disposal are collected within 5 calendar days of notification.
3.2	Incinerator Plant Operation	The Contractor shall operate the solid waste and medical waste incinerators to ensure solid waste is incinerated in a safe, proper and timely manner and equipment is safe, fully functional, and	A description of the CLDJ incinerator plant is provided in J-1503030-04. An incinerator inventory for Camp Simba is provided in J-1503030-05. The Contractor shall be responsible for fueling incinerators. The Government	Plant equipment and components are efficiently, safely and continuously operated per specified operating criteria to incinerate burnable solid waste to meet demand. Burnable waste demand is met 99.5 percent of the

1503030 - Integrated Solid Waste Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		operational.	<p>shall provide all necessary fuel.</p> <p>Informational Note: Currently, approximately 4000 CY of solid waste is incinerated at the CLDJ incineration plant monthly.</p> <p>The Contractor shall transport all solid waste to the incinerator plant for incineration within 24 hours of collection. Medical waste shall be incinerated when quantities warrant.</p> <p>The Contractor shall maintain incinerator operating logs of the actual weight (tons) and quantity (cubic yards) of solid waste and medical waste collected, incinerated, and disposed off-site. The Contractor shall submit incinerator plant operating logs per Section F.</p> <p>The Contractor shall not incinerate hazardous waste, waste containing petroleum products or residues, and metals. The Contractor shall notify the KO if any hazardous waste is found during routine refuse collection and disposal activities.</p> <p>The Contractor shall maintain fuel usage and delivery logs to include delivery date, fuel type, fuel distributor contact information, and fuel composition, including percent sulfur by weight. The Contractor shall submit fuel logs per Section F.</p>	time.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.3	Solid Waste Disposal	The Contractor shall dispose of solid waste to ensure compliance with all applicable federal and local laws and regulations.	<p>All fees associated with disposal shall be paid by the Contractor.</p> <p>Open burning is prohibited and is not an authorized means of solid waste disposal.</p> <p>The Contractor shall collect and dispose of any spillage.</p> <p>The Contractor shall submit individual weight tickets denoting the date, type of truck or container, and tonnage disposed per Section F.</p>	<p>Solid waste disposal complies with all applicable federal and local laws and regulations.</p> <p>Individual weight tickets submitted per Section F.</p>
3.3.1	Ash Disposal	The Contractor shall dispose of incinerator ash to ensure ash is disposed of in a proper and timely manner.	<p>The Contractor shall follow direction from the CLDJ Environmental Coordinator on the proper handling and disposal of ash.</p> <p>Informational Note: The incinerator at CLDJ generates approximately 7-10 CY of ash every two weeks.</p>	Ash and residue is disposed of as specified.
3.3.2	Non-incinerated Waste	The Contractor shall dispose of non-recyclable non-incinerated solid waste to ensure compliance with all applicable federal and local laws and regulations.	<p>Waste which cannot be incinerated shall be transported to and disposed at the Government approved off-site location.</p> <p>Prior to disposal, all solid wastes shall be sorted to remove recyclable materials.</p> <p>The Contractor shall not allow any more than two days of waste that cannot be incinerated to accumulate in the incinerator complex.</p>	<p>Solid waste disposal complies with all applicable federal and local laws and regulations.</p> <p>Non-incinerated solid waste disposed of within two days of arrival at the incinerator complex.</p>
3.3.3	Recyclable	The Contractor shall recycle solid waste to ensure compliance with the installation's waste reduction policy.	<p>The Contractor shall sort all refuse to segregate recyclable waste items.</p> <p>The Contractor shall blend recyclable material into the incinerator refuse feed flow at</p>	Solid waste is recycled in accordance with installation policy.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			a rate that maximizes incinerator efficiency.	
3.3.4	Mattresses	The Contractor shall dispose of mattresses to ensure compliance with all applicable federal and local laws and regulations.	<p>The Contractor shall submit a mattress disposal plan per Section F.</p> <p>The Contractor shall dispose of mattresses off-site from the CLDJ installation within one year of removal.</p> <p>When mattresses have been disassembled, all component parts must be disposed of offsite from the CLDJ installation. No residual parts or pieces of mattresses may remain on the CLDJ installation.</p> <p>Any benefits accrued from recycling mattresses shall belong to Contractor.</p>	<p>Mattresses disposed of per the Contractors schedule.</p> <p>Mattress disposed of within one year of removal.</p> <p>Disassembled mattresses are disposed of IAW the solid waste schedule.</p>
3.4	Vehicles and Equipment	The Contractor shall maintain vehicles and equipment in a manner to ensure a clean appearance, minimal foul odors, and normal working condition.	The Contractor shall clean refuse vehicles and equipment at the Government-provided wash rack facility following Best Management Practices.	Vehicles and equipment are clean, have minimal foul odors, and are maintained in normal working condition.
3.5	Solid Waste Containers	The Contractor shall provide containers suitable for the collection and disposal of solid waste.	<p>The Contractor shall submit recommended changes to the size and location of solid waste containers in writing to the KO for approval.</p> <p>All doors, lids, hinges, rollers, breaking devices, and other 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 using reclaimed water at a location determined</p>	All containers are of standard commercial-industrial grade and are clean, have minimal foul odors, and maintained in normal working condition.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>by the KO.</p> <p>Containers shall be placed in waste collection areas provided in J-1503030-03. Additionally the Contractor shall place the approximately 500 trash receptacles at locations located throughout the installation as directed by the KO.</p> <p>The Government reserves the right to relocate containers and trash receptacles to locations as needed at no additional cost.</p>	
3.5.1	Refuse	The Contractor shall provide containers suitable for the collection and disposal of refuse.	Containers shall be specifically designed for food waste and shall be leak-proof and rust-proof.	All containers are suitable for the collection and disposal of refuse. Containers do not leak.
3.5.2	Recyclables	The Contractor shall provide containers suitable for the collection and recycling of materials.	Containers shall be labeled with the type of recyclable material to be collected.	All containers are suitable for the collection and recycling of materials and correctly labeled.
3.6	Preventive Maintenance (PM) Program	The Contractor shall develop and implement a PM program for the incineration plant and systems to ensure proper operation, minimize breakdowns, and to maximize useful life.	<p>The incinerator plant and system equipment inventory is provided in J-1503030-04 (CLDJ) and J-1503030-05 (Camp Simba). A recommended spare parts list is provided in J-1503030-06.</p> <p>The Contractor shall develop and submit a PM program and work schedule per Section F.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$2500 per occurrence in direct material and labor cost under the recurring work portion of</p>	<p>Maintenance is accomplished in accordance with the Contractor's PM program and work schedule.</p> <p>PM is performed in accordance with manufacturers' recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>the contract. Incidental repairs work performed under maintenance are not considered a service order.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. Service orders or non-recurring work task orders may be issued for repairs exceeding the repair liability limit.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>The PM program shall provide an economical approach to manufacturers' recommended procedures, OEM standards and maintenance, including maintenance and inspection tasks and schedules, required to satisfy equipment warranties and keep facilities, ground structures, personal property equipment, and installed equipment and systems in normal working condition.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p>	

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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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

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1503050 - Grounds Maintenance and Landscaping		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, materials and equipment necessary to provide grounds maintenance and landscaping services located at Camp Lemonier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1503050 Grounds Maintenance and Landscaping is to specify the requirements related to tree maintenance, irrigation, vegetation control, debris removal, ditch maintenance, storm drainage, and perimeter fence lines clearing. Weed control is limited to application of herbicides.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... Exterior trash cans and debris removal within 5 feet of designated buildings are excluded from this specification. This is included in 1503030, ISWM.

1503050 - Grounds Maintenance and Landscaping		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1503050-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide grounds maintenance and landscaping services.
2.2.1	Certification, Training, and Licensing	Certified arborist shall be used for all tree pruning.
2.3	Water Management	The Contractor shall conform to waste and water management measures imposed on the Navy and the Navy-imposed water conservation requirements
2.3.1	Water Conservation Plan	<p>The Contractor shall develop and submit a Water Conservation Plan per Section F. The plan shall be in effect year round with emphasis on how irrigation performance standards will be met in the event of water shortage circumstances. The plan shall be signed and dated by the Contractor's Project Manager and Quality Control Manager. At a minimum, the plan shall include the following:</p> <ol style="list-style-type: none"> 1. Procedures for obtaining current information on weather conditions. 2. Identification of areas currently requiring manual watering. 3. Description of how all contract performance standards will be met while complying with the Water Conservation Plan. <p>The Contractor may request changes by subsequent written addendum to the plan, which shall require the KO's approval.</p>
2.4	References and Technical Documents	References and Technical Documents are listed in J-1503050-02.

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.	Recurring Work	The Contractor shall provide grounds maintenance services to ensure a sightly appearance.	<p>Work includes tree maintenance, irrigation, debris removal, maintenance of vehicle barrier ditches, and maintenance of storm drainage systems. Perimeter fence line clearing, and xeriscape maintenance</p> <p>The Contractor shall provide MSDS sheets, Catalog Cut sheets and/or samples of all proposed fertilizers.</p> <p>The contractor shall submit a monthly work schedule per Section F.</p>	<p>CLDJ area is maintained in a sightly appearance.</p> <p>Schedules submitted within timeframe specified.</p>
3.1.	Tree Maintenance	The Contractor shall provide tree maintenance to ensure tree health and to prevent interference with pedestrian and vehicular traffic and structure encroachment.	<p>The Contractor shall submit an annual tree maintenance plan per Section F.</p> <p>Tree maintenance includes staking, adjustment of ties and supports, removal of stakes; maintaining watering berms for existing plantings; fertilization; pruning for health and safety, seasonal cleanup; removing dead, damaged or diseased wood or structurally weak limbs and branches; removing or pruning branches to clear roofs, adjacent structures, low hanging limbs which encroach onto sidewalks and roadways.</p> <p>The Contractor shall perform tree maintenance on approximately 400 trees located throughout the installation.</p> <p>Pruning shall be accomplished by or under guidance of a certified arborist. Climbing devices that may cause damage to trees shall not be used.</p> <p>The Contractor shall remove and properly dispose of dead, damaged or diseased limbs and branches, and</p>	<p>Trees are healthy.</p> <p>Trees do not encroach on structures, pedestrian traffic or vehicular traffic.</p> <p>All debris is removed and disposed of properly and within the specified time.</p>

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			all other cuttings the same working day of operations.	
3.2.	Irrigation	The Contractor shall provide the appropriate amount of irrigation to ensure trees, shrubs and other vegetation are maintained in a healthy condition.	<p>The Contractor shall be responsible for the application of water to approximately 400 trees located throughout the installation.</p> <p>The use of reclaimed water is required for all irrigation services.</p> <p>The Contractor shall not drive water tanker trucks on the sidewalks, between CLUs, and on common walkways to perform irrigation services.</p> <p>Information Note: The Government has found that irrigating every other day has resulted in satisfactory results. New plantings may require irrigation more than once per day.</p>	<p>Vegetation sustains proper health, growth, color and appearance.</p> <p>Irrigation is minimized to promote water conservation.</p>
3.3.	Debris Removal	The Contractor shall remove debris to ensure a clean and neat appearance	<p>The Contractor shall remove and appropriately dispose of all debris throughout CLDJ areas to include five feet from the building outside walls, porches, sidewalks, gazebos, bus stops, common areas, designated smoking areas, sidewalks and roadways.</p> <p>The Contractor shall develop and submit a debris removal schedule per Section F.</p> <p>The Contractor shall empty permanent waste containers, including cigarette butt cans located in perimeter areas.</p>	<p>Debris is removed as necessary to present an overall neat appearance.</p> <p>Areas are maintained clear of debris per the Contractor's schedule.</p>
3.4.	Vehicle Barrier Ditch Maintenance	The Contractor shall maintain vehicle barrier ditches along the CLDJ perimeter to ensure ditches are maintained free of debris and obstructions.	<p>Vehicle barrier ditch maintenance includes cleaning ditches and maintaining ditches free of obstructions and maintain proper slope gradients that facilitate force protection.</p> <p>The current vehicle barrier ditch is located along the south perimeter of</p>	<p>Vehicle barrier ditches are free of debris and obstructions.</p> <p>Vehicle barrier ditch slope gradients are maintained.</p>

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			CLDJ and is approximately 7,500 linear feet in length.	
3.5.	Storm Drainage Systems	The Contractor shall provide storm drainage system maintenance to ensure surface water drains properly.	<p>The inventory of storm drainage systems is provided in J-1503050-03.</p> <p>The Contractor shall clean and remove debris from drainage systems that would inhibit drainage. The Contractor shall maintain drainage system sloping gradients. Drain covers and grates shall be maintained clear of obstructions.</p> <p>Drainage systems include curb gutters, curb inlets, brow ditches, drainage channels, swales, catch basins, yard drains and other devices used to direct the flow of runoff.</p> <p>The Contractor shall remove any standing water in low lying areas not specifically designed to retain water after a rain event.</p> <p>The Contractor shall remove water from rain, runoff events, and tidal flooding by pumping and “draining” the CALA channel and any other retention areas on base within 24 hours after a storm event or non-storm discharge (e.g., water line break, etc.).</p> <p>Informational Note: Based on the meteorology and base activities, it is estimated that pumping of water occurs 6-10 times per year.</p> <p>The Contractor shall flush out drains and channels running under pavement and earthen berms, etc. on an annual basis.</p> <p>The Contractor shall clear vegetation and repair erosion as</p>	<p>No evidence of obstructions in the visible area of the drainage systems.</p> <p>No standing water for a period greater than 24 hours after a rain event.</p> <p>Storm drainage areas and low lying retention areas are dry after pumping and localized evaporation.</p>

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>necessary for all ditches and infield areas on the CLDJ side of the airfield.</p> <p>Informational Note: Historically, twice annual vegetation clearing and erosion repair of airfield ditches and infield areas, in February and July, has provided adequate service levels.</p>	
3.6.	Perimeter Fence Line Clearing	The Contractor shall provide perimeter fence line clearing services to ensure fence lines are free of vegetation encroachment and debris.	<p>The Contractor shall remove all vegetation and debris from the perimeter fence lines.</p> <p>The Contractor shall remove unwanted vegetation and debris from fence lines, fence fabric, brick walls, sidewalks, curbs, gutters, aggregate areas and paved surfaces including parking lots.</p> <p>The Contractor shall submit a list of any herbicides used to control vegetation to the KO for approval prior to use.</p>	<p>Fence lines are free of vegetation and debris.</p> <p>Areas are maintained clear of undesired vegetation and debris per the Contractor's schedule.</p>
3.7.	Maintenance of Xeriscape Area	The Contractor shall maintain xeriscape areas to ensure a sightly appearance.	<p>The inventory of xeriscape areas is provided in J-1503050-04.</p> <p>The Contractor shall remove noxious weeds and grass, replenish rocks as needed, evenly distribute and level rocks, and fertilize plants.</p> <p>The Contractor shall submit a work schedule per Section F.</p>	Xeriscape areas present a sightly appearance per the Contractor's schedule.
3.8.	Road Maintenance (Chebelley Air Field)	The Contractor shall provide periodic road maintenance to ensure roadways are maintained in safe and passable condition.	<p>The Contractor shall mechanically grade, fill and remove surface matter to Chebelley Air Field interior roads to provide level surfaces for vehicular and pedestrian traffic.</p> <p>The Contractor shall be fully responsible for all equipment and material necessary to maintain the roadways.</p>	Roads are maintained as specified.

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Informational Note: Road maintenance services may be required up to 8 times per year depending upon weather conditions and earthquakes. There are approximately 12 kilometers of roads within the Chebelley Air Field boundary.	
3.9.	Camp Simba (Manda Bay) Grounds Maintenance	The Contractor shall provide grounds maintenance services to the airstrip and Camp areas to ensure a slightly appearance.	The contractor shall submit a list of any herbicides used to control vegetation to the KO for approval prior to use. Nylon cord string trimmers shall be used to define the edges of sidewalks, gravel walkways and curbs.	Area maintained in a slightly appearance.
3.9.1	Camp Grounds Maintenance	The Contractor shall provide grounds maintenance services to ensure a clean and slightly appearance.	Grounds maintenance services at the Camp compound consist of approximately 10 acres. Services include tree trimming, grass cutting, weed removal and raking gravel. The contractor shall maintain vegetation not to exceed a height of 4 inches. The contractor shall not remove any trees or shrubs unless directed by the KO. The contractor shall remove all object and rocks that project more than 4 inches above the ground. The contractor shall remove all unwanted vegetation from perimeter fence lines. Trees and grubbing shall be removed up to 50 feet outside the fence line perimeter when directed by the KO.	Trimmings are bagged and properly disposed of. No vegetation shall be higher than 4 inches tall. Fence lines are free of vegetation. Outside the perimeter fence line is free of grubs and trees to 50 feet.
3.9.2	Airfield and Landing Zone	The Contractor shall provide grounds maintenance services	There are approximate 15 acres requiring services at the airfield and landing zone areas. Exact	No vegetation exceeding 6 inches within 95 feet of edges of the runway.

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Grounds Maintenance	to the airstrip area to ensure a safe landing zone.	<p>locations of services shall be determined by the Camp Commanding Officer or designated representative.</p> <p>The landing zone area is 100 feet wide and 4000 feet long, taxi way areas are 100 feet long and 65 feet wide, and the apron area 330 feet long and 165 feet wide. Areas to be maintained and graded extend 95 feet from the runway edge. Total area to be maintained is approximately 1,220,950 SF.</p> <p>The Contractor shall maintain vegetation not to exceed a height of 6 inches extending 95 feet from the edges of the runway and areas 500 feet long and 500 feet wide extending from the approach and departure ends of the runway.</p> <p>The Contractor shall not remove any trees or shrubs unless directed by the KO.</p> <p>The Contractor shall maintain the groomed area around the airfield as designated by the OIC and prevent trees, shrubs and other vegetation from growing.</p> <p>The Contractor shall remove all objects and rocks that project more than 6 inches above the ground.</p> <p>Grades are exclusive for the clear zone and are not part of the overrun but are shaped into the overrun grade. Grades may slope up or down to provide drainage.</p> <p>Exception: Essential drainage ditches may be sloped up to 10% in the clear zones. Do not locate</p>	<p>No vegetation exceeding 6 inches within 500 feet lengthwise and 500 feet widthwise from the approach and departure ends of the runway.</p> <p>Trimmings are bagged and properly disposed of.</p>

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>these ditches within 23M (75 feet) of a C-130 runway centerline. Such ditches should be essentially parallel with the runway. Remove embedded rocks larger than 100MM (4 inches) in diameter.</p> <p>Historically weekly vegetation cutting has provided adequate service levels</p>	

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4.	Non-recurring Work	Non-recurring work may be ordered on a task order per the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1503060 FACILITIES SUPPO

1503060 – Pavement Clearance	
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2	Management And Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.3	Special Requirements
2.3.1	Equipment Restrictions
3	Recurring Work
3.1	Pavement Sweeping
4	Non-recurring Work

1503060 - Pavement Clearance		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Pavement Clearance at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1503060 Pavement Clearance is to specify the requirements related to pavement sweeping.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none">... Foreign Object Debris (FOD) Program for airfield surfaces is included in 0501050 Airfield Operations.

1503060 - Pavement Clearance		
Spec Item	Title	Description
2	Management And Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1503060-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently provide pavement sweeping services.
2.3	Special Requirements	
2.3.1	Equipment Restrictions	Equipment used shall have rubber type tires, tracks are not acceptable.

1503060 - Pavement Clearance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	Contractor shall provide pavement clearance to achieve a cleared appearance and safe use of paved surfaces.	Roads and other paved surfaces include roads, parking areas, sidewalks, and open storage areas identified in J-1503060-02.	Paved surfaces are clear, safe, and passable.
4.1.	Pavement Sweeping	The Contractor shall provide pavement sweeping services to ensure there is no debris buildup and paved surfaces have a clean and neat appearance	<p>The Contractor shall develop a schedule for pavement sweeping services that identifies specific service times for each road and paved surface and submit per Section F.</p> <p>The Contractor shall schedule services to minimize operations during periods of pedestrian traffic.</p> <p>The Contractor shall provide pavement sweeping to remove dust, dirt and other debris, improve the appearance of paved areas, improve the safety of paved areas, reduce maintenance costs by keeping the drainage systems clean and, reduce pollutants entering the storm drain system.</p> <p>The Contractor shall remove and deposit all debris resulting from the sweeping in designated waste container or installation areas.</p> <p>The Contractor shall minimize sand or dust dispersion into the air IAW the CLDJ Storm Water Pollution Prevention Plan. The Contractor shall not kick up dust or debris or pollute the installation air due the use of improper pavement sweeping equipment or operator negligence.</p> <p>Informational Note: The Government has found on previous contracts that daily sweeping of roads and paved surfaces has provided acceptable service levels.</p>	<p>Paved surfaces and sidewalks are swept and present a clean and neat appearance.</p> <p>Paved surfaces are swept per the Contractor's work schedule.</p>

1503060 – Pavement Clearance				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The number of Contractor working days will be specified in each ELIN.	Refer to non-recurring work ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1601000 UTILITIES

1601000 – Utility Management Table of Contents	
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2	Management And Administration
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2.2	Personnel
2.2.1	Certification, Training, and Licensing
2.3	Special Requirements
2.3.1	System Access
2.3.2	System Training
2.4	References and Technical Documents
3	Recurring Work
3.1	Utility Operations Management
3.1.1	Utilities Mapping
3.1.2	Utility Outage Scheduling and Coordination
3.1.3	Meter Reading
3.1.4	Utility Location Services
3.2	Utility Infrastructure Condition Assessment (UICAP) Support
3.2.1	Inventory Management
3.2.2	Condition Assessment
4	Non-Recurring Work

1601000 – Utility Management		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, materials, and equipment necessary to perform utility management services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1601000 Utility Management is to specify the requirements for managing utility systems to include electrical, wastewater and water. Requirements include utility operations support, utility infrastructure condition assessment program (UICAP) support, and inventory management.</p> <ul style="list-style-type: none"> ... PM and IMP of utility systems and equipment and other Sustainment, Restoration and Modernization (SRM) work is provided under the specific utility specification (annex). ... Work reception and control is provided as part of 1501000 Facility Management. ... Service order performance in support of facility infrastructure and utility assets and equipment is provided in 1502000 Facility Investment.

1601000 – Utility Management		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1601000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to provide utility management services.
2.2.1	Certification and Training	
2.3	Government's Computerized Maintenance Management Systems (CMMS)	<p>Work order, preventive maintenance, asset and condition rating data created by the Contractor shall be recorded in NAVFAC MAXIMO for all work performed in 1602000 Electrical, 1604000 Wastewater, and 1606000 Water.</p> <p>The Contractor shall manually enter required work order, preventive maintenance, asset and condition rating data directly into NAVFAC MAXIMO. Utility and Energy Management Data Requirements are provided in J-1601000-02. Utility and Energy Management Business Rules for Asset Management are provided in J-1601000-03. The Contractor shall ensure all information is updated by the end of each workday for all work performed.</p>
2.4	Utility Strategy	The Contractor shall align with the Navy's facility investment strategy to provide efficient and effective facilities that directly support warfighter readiness at the lowest possible life cycle cost, while maintaining fully functional capabilities.
2.5	Utility Contingency Plans	The Contractor shall develop a contingency plan for each utility operation in the event of system breakdowns. The Contractor shall submit the contingency plan IAW Section F
2.6	References and Technical Documents	References and Technical Documents are listed in J-1601000-04.
2.7	Records and Reports	Reports are listed in Section F of the solicitation. The Contractor shall submit accurate and complete documents within the required timeframes.

1601000 – Utility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide utility management services to ensure real property infrastructure supports the mission of the warfighter.	<p>The Contractor shall be knowledgeable of and comply with installation facility management reporting and coordination requirements identified within applicable NAVFAC BMS processes located at:</p> <p>https://hub.navfac.navy.mil/webcenter/portal/bms/BMS+Home+Page?</p> <p>Utility asset inventories are provided in each utility annex.</p>	<p>Utility management services are performed as specified.</p> <p>Utility management services are completed within the specified time.</p>
3.1	Utility Operations Management	The Contractor shall provide management services to ensure utility operations for mapping, outages and metering reading services are performed in a timely manner.	As part of utility operations management, the Contractor shall maintain utility maps, document and report utility outages, and perform meter readings.	Utility Operations Management is properly documented and updated as specified.
3.1.1	Utilities Mapping	The Contractor shall maintain and update utility mapping to ensure accuracy of utility maps.	<p>The contractor shall maintain the utility maps in the same format as provided by the Government.</p> <p>Attributes required for utility maps are listed in J-1601000-05.</p> <p>The required ESRI ARCGIS geodatabase format for utility maps is provided in J-1601000-06.</p> <p>The Contractor shall submit utility maps per Section F.</p>	Geodatabase is updated, accurate and submitted monthly.
3.1.2	Utility Outage Scheduling and Coordination	The Contractor shall schedule and coordinate utility outages to ensure customer and mission operation disruptions are minimized and proper notifications are made in a timely manner.	<p>The Contractor shall receive requests for, coordinate, plan, and schedule utility outages with construction and service work providers to minimize customer operational impact. The Contractor shall notify affected customers no later than seven calendar days prior to a scheduled outage.</p> <p>The Contractor shall monitor scheduled and unscheduled</p>	<p>Affected customers are notified of scheduled outages within specified time.</p> <p>Affected customers are kept notified of outage status.</p>

1601000 – Utility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>utility outages and keep affected customers informed of the outage status and time or date the interrupted utilities are anticipated to be restored.</p> <p>The Contractor shall report utility outages IAW utility outage reporting requirements listed in J-1601000-07.</p>	
3.1.3	Meter Reading	The Contractor shall read and record data from utility meters in a timely manner to ensure accurate information is available for proper utility billing.	<p>The Contractor shall read utilities meters weekly.</p> <p>The Contractor shall submit a Monthly Meter Reading Report per Section F.</p> <p>The meter inventory is provided in J-1601000-08.</p>	<p>Meter readings are recorded accurately.</p> <p>All meters are read according to schedule.</p>
3.1.4	Utility Location Services	The Contractor shall provide utility location services to ensure underground utilities are protected from damage and proper notifications are made in a timely manner.	<p>The Contractor shall receive requests and provide utility location services in support of excavation permits per NASPCLAINST 11010.3.</p> <p>The Contractor shall mark the areas at the intended work site to identify any underground utilities.</p> <p>The Contractor shall process requests for emergency work immediately upon receipt. Routine requests shall be completed within five working days from receipt.</p>	<p>Utility location documentation is accurate.</p> <p>Utility location service are completed within the specified times.</p>
3.2	Utility Infrastructure Condition Assessment Program (UICAP) Support	The Contractor shall support UICAP to ensure the program is properly documented and reported in a timely manner.	<p>As part of the UICAP, the Contractor shall maintain an accurate asset inventory within MAXIMO and perform condition assessments.</p> <p>An initial utility asset inventory will be available in MAXIMO at contract start.</p>	Support is complete and accurate as specified.
3.2.1	Inventory Management	The Contractor shall provide inventory management services to ensure the utilities asset inventories are complete and accurate.	<p>The Contractor shall maintain a complete and accurate utilities asset inventory in MAXIMO.</p> <p>The Contractor shall be responsible for utilities asset</p>	<p>Inventories are accurate and updated as required.</p> <p>KO notified of utility assets not included in</p>

1601000 – Utility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>inventory updates including adding, deactivating, and updating utility assets.</p> <p>The Contractor shall notify the KO upon identification of utilities assets that are not included in the inventory. The Contractor shall update MAXIMO upon identification of discrepancies in inventory (e.g. assets with incorrect data elements, assets that no longer exist, or assets found that are not within current inventory.)</p> <p>The Contractor shall ensure that utility assets are properly tagged. The format for utilities asset tags and utility asset tagging guidance are in J-1601000-09.</p> <p>Asset and Specification Updates are specified in MAXIMO Spec. Item 2.6.6 in Annex 0200000.</p> <p>Attributes required for specifications are listed in J-1601000-10.</p> <p>The Contractor shall submit an Inventory Change Reports per Section F.</p>	<p>the inventory submitted as required.</p> <p>The inventory change report submitted per Section F.</p>
3.2.2	Condition Assessment	The Contractor shall provide condition assessment services to ensure that utilities asset condition readings are complete and accurate.	<p>The Contractor shall assess and document in MAXIMO the condition of the utility asset inventories whenever maintenance is performed and at a minimum annually.</p> <p>Assessments shall also be updated after equipment /assets have been repaired or replaced.</p> <p>The UEM-DI meter group and the Direct Condition and Risk Score rating guidance are shown in J-1601000-11.</p> <p>Condition ratings shall be maintained using the</p>	<p>Characteristic Meter Readings updated do not exceed 365 days.</p> <p>Characteristic Meter Reading data fields required in MAXIMO are complete and accurate.</p>

1601000 – Utility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Characteristic Meter Readings fields provided in J-0200000-09 as specified in the Government CMMS Spec Item 2.6.6 of Annex 0200000.	

1601000 - Utility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-Recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1602000 UTILITIES

1602000 – Electrical	
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3.1	Operate Electrical Power Generation Plant
3.1.1	Plant Controls and Monitoring System

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3.4.3	Operating Records, Logs, Reports and Procedures
3.5	Electrical - Camp Simba, Manda Bay
3.5.1	Operate and Maintain Electrical Power Generation and Distribution System
3.5.2	Preventive Maintenance Program
3.5.3	Operating Records, Logs, Reports and Procedures
4	Non-Recurring Work

1602000 - Electrical		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to continuously operate, maintain, and repair the electrical power generation plant, transmission systems and distribution systems located at Camp Lemonnier, Djibouti (CLDJ), Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1602000 Electrical is to specify the requirements for electrical power generation, power transmission and distribution. All sources for generating electrical power for utilities will be included in this template.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... The point of demarcation is where the electricity exits the building electric meter or, if there is no meter, where the electricity enters the building. All components beyond this point of demarcation are considered part of the facility and are included in 1502000, Facilities Investment. ... Electrical power generators located within the electrical power generation plant or which serve more than one facility are covered under this sub-annex. Generators serving a single facility are included in 1502000, Facilities Investment. ... Repairs to the facilities (building structures) and service order response are included in 1502000 Facilities Investment. ... Utility locates and escort services are included in 1601000 Utility Management.

1602000 – Electrical		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1602000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently operate, maintain and repair the electrical power generation plant and transmission and distribution systems.
2.2.1	Certification and Training	<p>The Contractor personnel responsible for operation, service, and repair of the electrical generation and distribution system shall be fully trained, qualified, and certified as electrical technicians in accordance with nationally recognized standards. The Contractor shall provide documentation, in English or the operator's native language, that personnel have satisfactorily obtained training for the equipment and systems on which they will be working.</p> <p>Contractor personnel operating and maintaining equipment shall understand and be knowledgeable of the SOPs that pertain to their area of assigned responsibility. Personnel under instruction operating equipment shall perform duties under the supervision of a qualified, knowledgeable individual.</p>
2.3	Special Requirements	
2.3.1	Safety	All the safety requirements of UFC 3-560-01 are applicable to this specification in addition to the safety standards contained in 0200000 Management and Administration.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1602000-02.

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall efficiently operate and maintain the electrical power generation plant and transmission and distribution systems to safely produce, transmit and distribute reliable electrical power to ensure all electrical requirements are continually met.	<p>The Contractor shall shut-down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.</p> <p>The Contractor shall be responsible for receiving all fuel deliveries to the fuel storage tanks supporting the power generation plants. The Government will provide the fuel.</p> <p>The Contractor shall submit a Electrical Power Generation Plant Contingency Plan per Section F.</p>	Electrical power is continuously and safely produced, transmitted and distributed and meets demand requirements.
3.1	Operate Electrical Power Generation Plant	The Contractor shall operate the diesel electrical power generation plant at CLDJ to efficiently and safely produce electrical power to ensure demand requirements are met, 24 hours per day, seven days per week.	<p>Operation consists of “watch-standing” or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient generation of electricity.</p> <p>The current electrical power generation plant and transmission and distribution systems description is provided in J-1602000-03. The current electrical power generation plant and transmission and distribution systems inventory is provided in J-1602000-04.</p> <p>The Contractor shall schedule operations and maintenance to minimize disruption of service while seeking to achieve maximum power output and a minimum of 85% of CLDJ’s prime power generation capacity available (including reserve) at all times to meet CLDJ demand.</p> <p>Operation of the diesel electrical power generation plant includes equipment and system components, such as, engines, generators, energy monitoring and control systems, and includes tasks, such as, monitoring and regulation of equipment controls, maintaining operating</p>	<p>Plant equipment and components are efficiently, safely and continuously operated per operating criteria to produce electrical power to meet demand.</p> <p>Unscheduled interruptions are minimized such that electrical power demand is met 99.9 percent of the time annually.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components.</p> <p>Plant and systems equipment and components shall be efficiently and safely operated per ANSI, ASHRAE, NEC, and NFPA Standards, OMSI and other specific operating manuals, procedures, and instructions.</p> <p>The diesel electrical power generation plant shall be efficiently operated to produce electricity as required to meet demand.</p> <p>The average steady state demand is 10 to 12 MW depending on the temperature. Peak electrical demand is less than 15 MW.</p> <p>The Contractor shall develop, update, and post in clear view for operators, written Standard Operating Procedures, (SOPs) as specified in the Original Equipment Manufacturers (OEM) documentation, within 30 days from contract start and five days after making changes to any Plant operating procedure, equipment and components. The Contractor shall submit a copy of the SOPs, per Section F.</p> <p>The Contractor shall ensure Plant and Systems configuration drawings or diagrams are created and kept current.</p>	
3.1.1	Plant Controls and Monitoring System	The Contractor shall operate the plant controls and monitoring system to efficiently produce electrical power and ensure power is continuously maintained.	<p>Work includes operating and maintaining Uninterruptable Power Systems (UPS), protection relays, programmable logic controllers (PLC) and any other electronic device used for control, monitoring, and protection of the power generation and distribution system.</p> <p>The Contractor shall prepare,</p>	Electrical power is continuously maintained within specified operating limits.

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			update, and post for electronics technicians, written SOPs that, at a minimum, address operation and setup of electronic systems, components and devices.	
3.1.2	Operating Records, Logs, Reports	The Contractor shall prepare, submit and maintain operating records, logs and reports to ensure in-process tracking of plant output characteristics.	<p>The Contractor shall prepare and submit daily and monthly Operating Records Report per Section F. The reports shall include copies of daily operating logs, detailed operation and maintenance records for each generator, peak load records for each 11kV feeder, and lubrication oil and jacket water analysis. Minimum daily and monthly reporting requirements are provided in J-1602000-05.</p> <p>The Contractor shall enter the daily and monthly Operations Report into MAXIMO.</p>	All required operating records, logs, and reports are maintained current and complete and applicable copies provided to the KO within the specified times.
3.2	Operate Electrical Power Transmission and Distribution Systems	The Contractor shall efficiently and safely operate the electrical power transmission and distribution systems at CLDJ to ensure electrical power is provided to meet all demand requirements, 24 hours per day, seven days per week, throughout the contract period.	<p>Operation consists of “watch-standing” or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient transmission and distribution of electricity.</p> <p>Systems equipment and components shall be efficiently and safely operated per ANSI, ASHRAE, NEC, and NFPA Standards, OMSI and other specific operating manuals, procedures, and instructions.</p> <p>Operation of the electrical power transmission and distribution systems includes equipment and systems components, such as, transformers, switchgear, high voltage transmission lines, and medium and low voltage distribution lines, and includes tasks, such as, monitoring and regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components.</p>	<p>Systems equipment and components are efficiently, safely and continuously operated per operating criteria to produce electrical power to meet demand.</p> <p>Unscheduled interruptions are minimized such that electrical power demand is met 99.9 percent of the time annually.</p> <p>Current measurements confirm that balance is maintained on all distribution circuit phases.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.3	Integrated Maintenance Plan (IMP)	The Contractor shall develop and implement an IMP for the electrical power generation plant and transmission and distribution systems at CLDJ to ensure all equipment and components to ensure they are safe, fully functional, and operational.	<p>The Contractor shall develop and submit individual IMPs for electrical control systems, generation systems, and distribution systems, as described in J-1602000-03 and inventoried in J-160200-04, for Government review and approval per Section F. The inventories provided in J-1604000-04 are intended to support the overall understanding of the electrical power generation plant and distribution system. The Contractor IMPs shall include all equipment and components of the electrical power generation plant and distribution system even if the equipment or component is not listed in the inventory.</p> <p>Each IMP shall include the Contractor's approach for integrated maintenance, including maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, process for the identification of the need for repairs, and the process for scheduling and completing repair work.</p> <p>As part of each IMP, the Contractor has full responsibility for any individual occurrence of repair, including replacement, up to and including \$10,000 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for costs exceeding the Contractor's \$10,000</p>	<p>IMP is accomplished per Contractor's incorporated Program and schedule.</p> <p>All repairs costing at or less than the Contractor's limit of liability are responded to within one hour following Contractor discovery or Government notification and worked continuously to completion.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>recurring work limit of liability.</p> <p>The Contractor shall perform all repairs, whether identified as part of their routine IMP accomplishment, QC inspections, or notification from the Government that a breakdown or malfunction has occurred.</p> <p>If the Government identifies a problem or a need for repair, the Government will contact the work reception desk. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.</p> <p>IMP, inclusive of repair and replacement, shall be performed per ANSI Standards, OMSI, and equipment manufacturer's recommendations and commercially accepted practices. All Plant and System malfunctions and breakdowns requiring repair or replacement shall have immediate response within one hour following Contractor discovery or Government notification and worked continuously to completion.</p>	
3.3.1	Control Systems	The Contractor shall develop and implement an IMP for the electrical power generation plant control systems to ensure all equipment and components are safe, fully functional, and operational.	<p>The IMP shall include all equipment and components of the power generation control systems.</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.</p>	IMP is accomplished per Contractor's incorporated Program and schedule.
3.3.2	Generation Systems	The Contractor shall develop and implement an IMP for the electrical power generation systems to ensure all equipment and components are safe, fully functional, and operational.	<p>The IMP shall include all equipment and components of the electrical power generation systems (e.g., engines, generators, motors, fuel storage tanks).</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status</p>	IMP is accomplished per Contractor's incorporated Program and schedule.

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.3.3	Distribution Systems	The Contractor shall develop and implement an IMP for the electrical power distribution systems to ensure all equipment and components are safe, fully functional, and operational.	<p>Report per Section F.</p> <p>The IMP shall include all equipment and components of the electrical power transmission and distribution systems (e.g., substations, transformers, switchgear, transmission and distribution lines, structures and poles, street and perimeter lighting, meters, meter calibration, etc.</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.</p>	IMP is accomplished per Contractor's incorporated Program and schedule.
3.4	Chebelley Air Field - Electrical	The Contractor shall operate and maintain the electrical power generation plant and transmission and distribution systems at Chebelley Air Field to safely produce, transmit and distribute reliable electrical power to ensure all electrical requirements are continually met.	<p>The Contractor shall shutdown, restart and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.</p> <p>The Contractor shall operate systems, equipment and components efficiently and safely IAW ANSI, IEEE, NEC, NESC, and NFPA Standards, and other appropriate operating manuals, procedures, and instructions.</p> <p>The Contractor shall respond to all repair calls, including localized power outages, within 30 minutes and complete the repair within 2 hours.</p> <p>The Chebelley Air Field high and low voltage electrical power generation, electrical distribution systems, tactical generators, and associated power generation equipment inventory is provided in J-1602000-06.</p>	Power is continuously and safely generated 99.99% of the time.
3.4.1	Operate and Maintain Electrical Power Generation and Distribution System	The Contractor shall efficiently and safely operate and maintain the electrical power generation and distribution system, including tactical generators, to ensure	Operation consists of “watch-standing” type work by a staff of certified operators and electrical Power Generation and Distribution System includes all power generating equipment and distribution system components, monitoring output, maintaining	Electrical power generation and distribution system operated in accordance with operating manuals, procedures and instructions.

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		electrical power is provided to meet all demand requirements, 24 hours per day, seven days per week.	<p>operating records, daily logs, providing reports, examination, lubrication and adjustment of equipment and system components.</p> <p>The Contractor shall have at least one person on each shift fully responsible for operation, service, and repair of the electrical generation and distribution system and shall be fully trained, qualified, and certified as electrical technicians in accordance with nationally recognized standards or provide documentation, in English or the operator's native language, that personnel have satisfactorily obtained training for equipment and systems on which they will be working.</p> <p>The Contractor shall develop and update SOPs to reflect current Equipment, Operating processes, and Plant and Systems configuration.</p> <p>The Contractor shall post written SOPs in clear view for operators within seven days from contract start and two days after making changes to any operating procedure, equipment and components.</p> <p>The Contractor shall develop a list of spare parts required to keep the entire system in continuous service to meet power demand requirements. The Contractor shall be fully responsible for ensuring all spares identified as critical are in stock within 60 days of contract award and for the replacement of spares when used. Spare parts shall be OEM unless approved by the Contracting Officer.</p>	Power demand and requirements are met 99.9 percent of the time annually.
3.4.2	Preventive Maintenance Program	The Contractor shall develop and implement a PM for	The Contractor shall develop and submit a PM program for electrical generation equipment, power	PM program submitted as specified.

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		<p>electrical generation and distribution equipment and systems to ensure they are fully functional and operational.</p>	<p>distribution equipment, and associated distribution systems per Section F.</p> <p>The PM program shall be based on OEM recommendations, climate considerations and industry standards and practices. The PM programs shall include all equipment and components of the electrical power generation and distribution systems. (e.g. generators, motors, fuel storage tanks, transformers, switchgear, “kill switch” operations, distribution lines, structures, poles, street and perimeter lighting, etc.)</p> <p>The Contractor shall be fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to \$3000 per occurrence in total direct labor and material cost under the recurring work portion of the contract. Incidental repairs performed under the preventive maintenance program are not considered service orders. Service orders or non-recurring work task orders may be issued for repairs exceeding the incidental repairs limit.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for costs exceeding the Contractor’s \$3,000 recurring work limit of liability.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p>	<p>PM is accomplished per the Contractor’s work schedule.</p> <p>Monthly PM report submitted as specified.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule per Section F.</p> <p>Informational Note: Based on past operational requirements, the diesel generators may require scheduled maintenance on a more frequent interval due to the hot and dusty conditions at Chebelley Air Field.</p> <p>The Contractor shall develop and maintain records of PM inspections, maintenance and repairs and submit a monthly report per Section F. Report data elements shall include: equipment; dates of inspections, maintenance and repairs performed and scheduled, maintenance tasks performed, description of repairs performed, costs of repair materials and repair labor broken out separately, manufacturer data and warranty information on parts/materials. All data records and reports are the property of the Government.</p>	
3.4.3	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating records, logs and reports for in process tracking of the power generation plant.	<p>All operating logs shall be maintained in the equipment jacket.</p> <p>A monthly Operating Records Report shall be submitted per Section F. The report shall provide detailed operation and maintenance records for each generator. Minimum reporting requirements are provided in J-1602000-05.</p>	<p>Operating records, logs, and reports are maintained current.</p> <p>Records, logs and reports provided to the KO within the specified times.</p>
3.5	Camp Simba, Manda Bay -	The Contractor shall operate and maintain	The Contractor shall shutdown, restart and perform operational	Power is continuously and safely generated

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Electrical	the electrical power generation plant and transmission and distribution systems at Camp Simba to safely produce, transmit and distribute reliable electrical power to ensure all electrical requirements are continually met.	<p>checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.</p> <p>The Contractor shall operate systems, equipment and components efficiently and safely IAW ANSI, IEEE, NEC, NESC, and NFPA Standards, and other appropriate operating manuals, procedures, and instructions.</p> <p>The Contractor shall respond to all repair calls, including localized power outages, within 30 minutes and complete the repair within 2 hours.</p> <p>The Camp Simba high and low voltage electrical power generation, electrical distribution systems, tactical generators, and associated power generation equipment inventory is provided in J-1602000-07.</p>	99.99% of the time.
3.5.1	Operate and Maintain Electrical Power Generation and Distribution System	The Contractor shall operate and maintain the electrical power generation and distribution system, including tactical generators, to ensure electrical power is provided to meet all demand requirements, 24 hours per day, seven days per week.	<p>Operation consists of “watch-standing” type work by a staff of certified operators and technicians. The electrical power generation, transmission and distribution system includes all power generating equipment and distribution system components, monitoring output, maintaining operating records, daily logs, providing reports, examination, lubrication and adjustment of equipment and system components.</p> <p>The Contractor shall have at least one person on each shift fully responsible for operation, service, and repair of the electrical generation and distribution system.</p> <p>The Contractor shall develop and update SOPs to reflect current equipment, operating processes, and plant and systems</p>	<p>The electrical power generation and distribution system operated in accordance with operating manuals, procedures and instructions.</p> <p>Power demand and requirements are met 99.9 percent of the time annually.</p> <p>SOPs maintained current and posted.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>configuration.</p> <p>The Contractor shall post written SOPs in clear view for operators within seven days from contract start and two days after making changes to any operating procedure, equipment and components.</p> <p>The Contractor shall develop a list of spare parts required to keep the entire system in continuous service to meet power demand requirements. The Contractor shall be fully responsible for ensuring all spares identified as critical are in stock within 60 days of contract award and for the replacement of spares when used. Spare parts shall be OEM unless approved by the Contracting Officer.</p>	
3.5.2	Preventive Maintenance Program	The Contractor shall develop and implement a PM for electrical generation and distribution equipment and systems to ensure they are fully functional and operational.	<p>The Contractor shall develop and submit a PM program for electrical generation equipment, power distribution equipment, and associated distribution systems per Section F.</p> <p>The PM program shall be based on OEM recommendations, climate considerations and industry standards and practices. The PM programs shall include all equipment and components of the electrical power generation and distribution systems. (e.g. generators, motors, fuel storage tanks, transformers, switchgear, “kill switch” operations, distribution lines, structures, poles, street and perimeter lighting, etc.)</p> <p>The Contractor shall be fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to \$3000 per occurrence in total direct labor and material cost under the recurring work portion of the contract.</p>	<p>PM program submitted as specified.</p> <p>PM is accomplished per the Contractor’s work schedule.</p> <p>Monthly PM report submitted as specified.</p>

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Incidental repairs performed under the preventive maintenance program are not considered service orders. Service orders or non-recurring work task orders may be issued for repairs exceeding the incidental repairs limit.</p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for costs exceeding the Contractor's \$3,000 recurring work limit of liability.</p> <p>The Contractor shall not use breakdown maintenance as part of the PM program.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule per Section F.</p> <p>Informational Note: Based on past operational requirements, the diesel generators may require scheduled maintenance on a more frequent interval due to the hot and dusty conditions at Camp Simba.</p> <p>The Contractor shall develop and maintain records of PM inspections, maintenance and repairs and submit a monthly report per Section F. Report data elements shall include:</p>	

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			equipment; dates of inspections, maintenance and repairs performed and scheduled, maintenance tasks performed, description of repairs performed, costs of repair materials and repair labor broken out separately, manufacturer data and warranty information on parts/materials. All data records and reports are the property of the Government.	
3.5.3	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating records, logs, and reports to ensure in process tracking of the power generation plant.	All operating logs shall be maintained in the equipment jacket. A monthly Operating Records Report shall be submitted per Section F. The report shall provide detailed operation and maintenance records for each generator. Minimum reporting requirements are provided in J-1602000-05.	Operating records, logs, and reports are maintained current. Records, logs and reports provided to the KO within the specified times.

1604000 - Wastewater

1602000 – Electrical				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

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4	Non-recurring Work

1604000 - Wastewater		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to continuously operate, maintain, and repair the Wastewater Treatment Plant and Collection System located at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1604000 Wastewater is to specify the requirements to provide Wastewater utilities. Included are services such as operation and maintenance of the wastewater treatment plant and collection system, septic tanks, holding tanks, hand wash stations, portable toilets and other associated equipment and systems.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... The point of demarcation is where the wastewater exits the building. All components prior to this point of demarcation are considered part of the facility and are included in 1502000, Facilities Investment. ... Repairs to the facilities (building structures) and service order response for Wastewater are included in 1502000 Facilities Investment. ... Utility locates and escort services are included in 1601000 Utility Management.

1604000 - Wastewater		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1604000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently operate, maintain and repair the Wastewater Treatment Plant and Collection System.
2.2.1	Certification, Training and Licensing	<p>The Contractor shall employ certified wastewater treatment plant operators who are experienced in similar plants and systems to perform the requirements of this functional section.</p> <p>At least one member of the Contractor personnel on each shift fully responsible for operation, service, and repair of the wastewater collection and treatment system shall be fully trained, qualified, and certified by an agency recognized by a governing authority.</p> <p>Each Wastewater Treatment Plant Operator must possess or have received through reciprocity a current/valid operator's certificate equivalent to the highest wastewater certification grade/class level issued by the Wastewater Works Operators Certification Board of Examiners from</p> <p>All other personnel operating the wastewater treatment plant must have the second highest wastewater certification grade/class level issued by the Wastewater Works Operators Certification Board of Examiners.</p> <p>The chemist and the laboratory analyst shall complete yearly training in order to keep the personnel updated with the latest local and Federal environmental regulations, public health concerns, laboratory procedures, and safety requirements.</p>
2.3	References and Technical Documents	References and Technical Documents are listed in J-1604000-02.

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall efficiently operate and maintain the wastewater treatment plant and collection system to safely collect, treat and dispose of wastewater to ensure all sewage requirements are continually met.	<p>The Contractor shall comply with the references and technical documents listed in J-1503030-02.</p> <p>The Contractor shall shut-down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.</p> <p>The Contractor shall submit a Wastewater Plant Contingency Plan per Section F.</p>	<p>Sewage is continuously and safely collected, treated and disposed.</p> <p>Effluent complies with the regulatory discharge permit.</p> <p>No spills are the result of Contractor negligence.</p>
3.1	Operation	The Contractor shall operate the wastewater treatment plant and collection system to efficiently and safely collect, treat and dispose of wastewater to ensure effluent complies with the regulatory discharge permit 24 hours per day, seven days per week, throughout the contract period.	<p>Operation consists of “watch-standing” or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient collection, treatment and disposal of wastewater.</p> <p>The Wastewater Treatment Plant and Collection System Description is provided in J-1604000-03. The Wastewater Treatment Plant and Collection System Inventory is provided in J-1604000-04.</p> <p>Operation of wastewater treatment plant includes equipment and system components, such as, sewage holding tanks, lift stations, pumps, screens, oil/water separators, filters, chemical and biological treatment, valves and automatic controls, and tasks, such as, monitoring and regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components.</p> <p>The Contractor shall develop, update, and post in clear view Standard Operating Procedures (SOPs) in accordance with manufacturer’s standards. SOPs shall be submitted per Section F.</p>	<p>Plant and equipment and components are efficiently, safely and continuously operated per specified operating criteria to collect, treat and dispose of wastewater and effluent complies with the regulatory discharge permit.</p> <p>Unscheduled interruptions are minimized such that collection demand and effluent quality requirements are met 99.9 percent of the time annually.</p>

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall ensure plant and system configuration drawings or diagrams are created and kept current.</p> <p>Plant and systems components shall be efficiently and safely operated per OEBGD, e-OMSI, and applicable specific operating manuals, procedures, and instructions.</p> <p>Safe operation shall ensure that all water treatment plant equipment requiring operator-attendance is staffed by trained, qualified personnel at all times of operation. The KO shall be notified immediately if unsafe conditions are discovered. The Notification of Unsafe Conditions Report shall be submitted per Section F.</p> <p>The wastewater treatment plant shall be operated 24 hours a day, 7 days a week.</p> <p>The average daily volume of wastewater processed is 190,000 gallons per day. Peak demand is less than 250,000 gallons per day.</p>	
3.1.1	Wastewater Effluent Quality	The Contractor shall produce treated wastewater to ensure effluent complies with the regulatory discharge permit.	<p>Wastewater effluent quality shall meet standards published in the OEBGD.</p> <p>Wastewater effluent quality shall comply with OEBGD discharge chemical parameters.</p> <p>The Contractor shall perform routine operational sampling per SOPs to maintain wastewater effluent quality within specified standards.</p> <p>Minimum quantities and frequencies of on-site sampling and laboratory analyses of wastewater shall be performed per OEBGD.</p>	<p>Wastewater effluent complies with the OEBGD.</p> <p>Sampling quantities and frequencies comply with the requirements of the OEBGD.</p>

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Minimum quantities and frequencies of off-site analyses of wastewater at least 10% of all samples once a month shall be performed by an independent certified laboratory which shall meet all certification requirements by the EQB/EPA and local laws.</p> <p>If wastewater chemistry is confirmed, through independent laboratory analyses, to not be in compliance with quality standards, the Contractor shall immediately notify the KO and adjust the wastewater chemistry within two days to meet all regulatory and discharge permit requirements.</p> <p>Laboratory Analysis of Wastewater Effluent Reports shall be submitted per Section F.</p>	
3.1.2	Minimum Operator Attendance	The Contractor shall provide wastewater treatment certified plant operators and support personnel in sufficient quantities of staffing per shift to efficiently and safely operate equipment at all times of operation.	<p>The contractor shall provide two operators 24 hours per day, 7 days a week. Plant operators shall be directly available at all times the wastewater system is in operation.</p> <p>The Contractor shall submit a Schedule of Operator Attendance per Section F.</p>	Plant operators and support personnel are provided IAW Operations and Maintenance Manuals.
3.1.3	Operating Records, Logs, and Reports	The Contractor shall provide wastewater treatment certified plant operators and support personnel in sufficient quantities of staffing per shift to efficiently and safely operate equipment at all times of operation.	Per approved operating permit, LANTNAVFACENGCOMINST 11300.4 and OEBGD, a monthly Operating Records Report shall be submitted to the KO within three days following the end of the month during which work is performed and shall include copies of daily operating logs, chemical content, pressure readings, chemical dosages, filter backwash frequencies, flow rates, and other laboratory records, maintenance records, corrosion tests, personnel records, emergency condition records, and operating costs.	All required operating records, logs, and reports are maintained current and complete and applicable copies provided to the KO per Section F.
3.2	Integrated Maintenance Program	The Contractor shall develop and implement an IMP for the	The Contractor shall develop and submit an IMP for wastewater control systems, treatment facility,	Maintenance is performed in accordance with the

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	(IMP)	wastewater treatment plant and collection system to ensure all equipment and components remain in optimum condition and sustain maximum life.	<p>and collection systems as described in J-1604000-03 and inventoried in J-1604000-04 for Government review and approval per Section F. The inventories provided in J-1604000-04 are intended to support the overall understanding of the wastewater plant and collection system. The Contractor's IMP shall include all equipment and components of the wastewater plant and collection system even if the equipment or component is not listed in the inventory.</p> <p>The IMP shall include the Contractor's approach for integrated maintenance, including detailed job plans for maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, process for the identification of the need for repairs, and the process for scheduling and completing repair work.</p> <p>As part of the IMP, the Contractor has full responsibility for any individual occurrence of repair, including replacement, up to and including \$5,000 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring section of this contract; however, the Government will only be liable for costs exceeding the Contractor's \$5,000 recurring work limit of liability.</p> <p>The Contractor shall perform all repairs, whether identified as part of their routine IMP</p>	<p>Contractor's IMP and work schedule.</p> <p>Systems and equipment are maintained and repaired to sustain a fully functional and operable condition in accordance with OEM specifications.</p> <p>Unscheduled interruptions are minimized such that collection demand and effluent quality requirements are met 99.9 percent of the time annually.</p> <p>When repair is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p>

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>accomplishment, QC inspections, or notification from the Government that a breakdown or malfunction has occurred.</p> <p>All work costing in excess of the Contractor's limit of liability is reported to the KO three days following Contractor discovery.</p> <p>If the Government identifies a problem or a need for repair, the Government will contact the work reception desk. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.</p> <p>The IMP shall include all equipment and components of the wastewater treatment plant and collection system such as, sewage holding tanks, lift stations, pumps, screens, oil/water separators, filters, chemical treatment, valves, automatic controls, plant and collection system piping, manholes, and septic tanks.</p> <p>IMP, inclusive of repair and replacement, shall be performed per ASME and NASSCO standards, and equipment manufacturer's recommendations and commercially accepted practices. All plant and system malfunctions and breakdowns requiring repair or replacement shall have immediate response within one hour following Contractor discovery or Government notification and worked continuously to completion.</p> <p>The Contractor shall submit a Schedule to Replace Expendable Components, such as filters and chemicals, of the wastewater treatment plant per Section F.</p>	
3.2.1	Control	The Contractor shall	The Contractor's wastewater	Maintenance is

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Systems	develop and implement an IMP for the wastewater plant control systems to ensure all equipment and components are safe, fully functional, and operational.	control systems IMP shall include all equipment and components of the wastewater control systems. The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.	performed in accordance with the Contractor's IMP and work schedule.
3.2.2	Wastewater Treatment Facility	The Contractor shall develop and implement an IMP for the wastewater plant treatment facility to ensure all equipment and components are safe, fully functional, and operational.	The Contractor's wastewater treatment facility IMP shall include all equipment and components of the wastewater treatment facility. The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.	Maintenance is performed in accordance with the Contractor's IMP and work schedule.
3.2.3	Wastewater Collection System	The Contractor shall develop and implement an IMP for the wastewater collection system to ensure all equipment and components are safe, fully functional, and operational.	The Contractor's wastewater collection system IMP shall include all equipment and components of the wastewater collection system. The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.	Maintenance is performed in accordance with the Contractor's IMP and work schedule.
3.3	Inspection Program	The Contractor shall develop and implement an inspection program for sewer systems to ensure a complete assessment of condition in a timely manner.	The Contractor shall develop an inspection program for sewer systems. The Contractor shall submit the Inspection Program and Schedule per Section F. Inspection Reports shall be submitted per Section F. The Contract shall submit two copies of reports on CD and two copies as paper reports including image photographs, cross section; and plan view report with a diagram of lateral connections, channel and influent/effluent dimensions as appropriate.	Inspection is performed in accordance with ASME, WEF, NASSCO, and OEM standards. Inspections are performed per the Contractor's inspection program and work schedule. All photographs and video footage shall be of a quality capable of showing all damage and defects clearly.
3.3.1	Sewage Collection Pipelines	The Contractor shall inspect sewage collection pipelines to ensure a complete assessment of	The Contractor shall record video clips of continuous structural defects, such as longitudinal cracks, with a grade rating to show the magnitude of the defect, or of	Inspections are performed, recorded, and reported in a manner that complies with PACP and the

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		condition in a timely manner.	surface defects, such as infiltration, to show the degree of the defects. The inspected pipelines will be between 4 to 24 inches in diameter.	latest NASSCO standards and guidance.
3.3.2	Manholes	The Contractor shall inspect manholes to ensure a complete assessment of condition in a timely manner.	The Contractor shall document, report, and photograph all defects, and damage while performing manhole inspections. Contractor shall submit Manhole Photographs and Reports per Section F providing recommendations for correction of any observed issues.	Inspection performed, recorded, and reported in compliance with the latest MACP standards and ASME guidance.
3.3.3	Wet Wells	The Contractor shall inspect wet wells to ensure a complete assessment of condition in a timely manner.	The Contractor shall document, report, and photograph all defects, and damage while performing wet well inspections. Contractor shall submit wet well photographs and reports per Section F providing recommendations for correction of any observed issues.	Inspection performed, recorded, and reported in compliance with the latest NASSCO standards and ASME guidance.
3.4	Other Recurring Services	The Contractor shall perform other recurring services for sewer systems and equipment to ensure they are fully functional and operational.		Systems and equipment are in an operable condition and function properly in accordance with specified standards. Other recurring services are completed in a timely manner.
3.4.1	Sludge Removal	The Contractor shall provide sludge removal services to ensure sludge is properly disposed.	The Contractor shall pump sludge from the return activated sludge tanks and dispose of the sludge IAW OEBGD guidance for hazardous waste at an off-site location. Informational Note: Approximately 480,000 gallons of sludge is removed and disposed of annually. Weekly pumping of sludge has provided an adequate service level.	Sludge is removed and disposed as required.
3.4.2	Septic and Holding Tank Servicing	The Contractor shall provide septic tank and holding tanks services	The Contractor shall submit a septic and holding tank servicing schedule per Section F.	Septic tanks and holding tanks are emptied per

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		to ensure tanks are clean, fully functional and operational.	<p>The Contractor shall empty the septic and holding tanks and discharge the waste into the wastewater treatment plant.</p> <p>After each emptying operation the Contractor shall pressure wash the tanks to remove sewage residue from the linings of the tanks walls.</p> <p>The septic and holding tank inventory is provided in J-1604000-05.</p>	<p>Contractor's schedule.</p> <p>All covers and grates are properly installed and surrounding area is left in a clean condition free from sewage material, trash, and other debris.</p>
3.4.3	Portable Toilet and Hand Washing Units	The Contractor shall provide portable toilet and hand washing unit servicing to ensure units are clean and fully functional and operational.	<p>The Contractor shall submit a portable toilet and hand washing unit servicing schedule per Section F.</p> <p>The contractor shall empty portable toilet and hand washing units and transport and discharge the waste into the wastewater treatment plant.</p> <p>After each emptying operation the Contractor shall clean and sanitize and refill the portable toilets and hand washing units.</p> <p>The contractor shall service portable and hand washing units at least once per day or as needed depending on usage.</p> <p>Portable toilet and hand washing unit locations are provided in J-1604000-06.</p>	Portable toilets and hand washing units are serviced as scheduled.
3.5	Operation and Maintenance - Septic System, Portable Toilets and Hand wash Stations - Camp Simba	The Contractor shall operate and maintain the septic system, portable toilets and hand wash stations at Camp Simba to ensure units are clean and fully functional and operational.	<p>The Contractor shall develop and submit a Critical Spare Parts Inventory per Section F. The Contractor shall be fully responsible for providing and maintaining on hand the critical spare parts required to keep the entire septic system in continuous service.</p> <p>All critical spares must be in stock within 60 days of contract award.</p>	Septic system, portable toilets and hand wash stations are maintained IAW industry standards.
3.5.1	Septic and Holding Tank	The Contractor shall provide septic tank and	The Contractor shall submit a septic and holding tank servicing	Septic tanks and holding tanks are

1604000 - Wastewater				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Servicing	holding tanks services to ensure tanks are clean, fully functional and operational.	<p>schedule per Section F.</p> <p>The Contractor shall empty the septic and holding tanks and discharge the waste into the wastewater treatment plant.</p> <p>After each emptying operation the Contractor shall pressure wash the tanks to remove sewage residue from the linings of the tanks walls.</p> <p>The Camp Simba septic system and holding tank inventory is provided in J-1604000-07.</p>	<p>emptied per Contractor's schedule.</p> <p>All covers and grates are properly installed and surrounding area is left in a clean condition free from sewage material, trash, and other debris.</p>
3.5.2	Portable Toilet and Hand Washing Units	The Contractor shall provide portable toilet and hand washing unit servicing to ensure units are clean and fully functional and operational.	<p>The Contractor shall submit a portable toilet and hand washing unit servicing schedule per Section F.</p> <p>The contractor shall empty portable toilet and hand washing units and transport and discharge the waste into the wastewater treatment plant.</p> <p>After each emptying operation the Contractor shall clean and sanitize and refill the portable toilets and hand washing units.</p> <p>The contractor shall service portable and hand washing units at least once per day or as needed depending on usage.</p> <p>Portable toilet and hand washing unit locations are provided in J-1604000-08.</p>	Portable toilets and hand washing units are serviced as scheduled.
3.5.3	Sludge Removal	The Contractor shall provide sludge removal services to ensure sludge is properly disposed.	The Contractor shall dispose of sludge at an off-site location.	Sludge is removed and disposed as required.

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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 in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1606000 UTILITIES

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to continuously operate, maintain, and repair the Navy-owned or operated raw water supply, water treatment plant and distribution system (from the source, including purchased water as it enters the installation, to the point of use) located at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1606000 Water is to specify the requirements for the operation and maintenance of raw water supply, water treatment plant, and distribution systems. The water supply treatment and distribution system at Camp Lemonnier have been classified as Level 2 systems per CNICINST 5090.2.</p> <p>The following services are not included in this Template:</p> <ul style="list-style-type: none"> ... The point of demarcation is where the water exits the building water meter or, if there is no meter, where the water enters the building. All components beyond this point of demarcation are considered part of the facility and are included in 1502000, Facilities Investment. ... Repairs to the facilities (building structures) and service order response for raw water supply, water treatment plant, and distribution systems are included in 1502000 Facilities Investment. ... Utility locates and escort services are included in 1601000 Utility Management.

1606000 - Water		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1606000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently operate, maintain and repair the raw water supply, water treatment plant and distribution system.
2.2.1	Certification, Training and Licensing	<p>The Contractor shall employ water treatment plant operators who are certified with Level 2 treatment and distribution (T1/D1) certifications as per CNICINST 5090.2, to perform the requirements of this functional section.</p> <p>The ORC shall have at least a Class 4 certification. The AORC shall have at least a Class 3 certification. Operators shall have at least a Class 2 certification.</p> <p>Each water treatment plant operator must possess a current/valid operator's certificate per the requirements specified in CNICINST 5090.2, references (a), "Certificate to Operate Criteria and Requirements for US Navy Overseas Navy Drinking Water Systems" and (b) "Operator in Responsible Charge and Assistant Operator on Responsible Charge Training and Certification Program" which includes US and Host Nation (HN) reciprocity.</p> <p>The chemist and the laboratory analyst shall complete yearly training in order to keep personnel updated with the latest Overseas Environmental Baseline Guidance Document (OEBGD), US Navy Overseas Drinking Water Program requirements, local Djiboutian environmental regulations, public health concerns, laboratory procedures, and safety requirements.</p> <p>The Contractor shall provide a subject matter expert (SME) available or on call qualified to troubleshoot any system programmable logic controls (PLCs), controls and instrumentation failures.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.3	References and Technical Documents	References and Technical Documents are listed in J-1606000-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall efficiently operate and maintain the raw water supply, water treatment plant and distribution system to ensure the safe production, treatment and distribution of quality, reliable drinking water such that all drinking water demand requirements are continually met.	<p>The Contractor shall shut-down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.</p> <p>The water treatment plant and distribution system begins at the point of water source and ends at (and includes) the cutoff valve, hydrant, or utility system backflow preventer (regardless of location) of the building or structure being served. Water treatment plants and fire main systems end at (and includes) the post indicator valve except for facilities that house the water systems.</p> <p>The Government will provide for drilling, maintaining, capping, and relocating wells on Camp Lemonnier.</p> <p>The Contractor shall submit a Water Plant Operation Contingency Plan per Section F.</p>	Drinking water fit for human consumption is continuously and safely produced and distributed and meets quality standards and demand requirements.
3.1	Operation	The Contractor shall operate the raw water supply, water treatment plant and distribution system to efficiently and safely produce and distribute quality potable water to ensure that all installation potable water demands are met.	<p>The Water Treatment Plant and Distribution System Description is provided in J-1606000-03. The Water Treatment Plant and Distribution System Inventory is provided in J-1606000-04.</p> <p>Operation consists of “watch-standing” or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient production and distribution of drinking water.</p> <p>Operation of raw water supply, water treatment plant and distribution system includes equipment and system components, such as, reservoirs, wells, water storage tanks, pumps, filters, chemical treatment, backflow preventers, valves and automatic controls, plant control systems, and includes tasks, such as, monitoring and</p>	<p>Supply, plant and systems equipment and components are efficiently, safely and continuously operated per specified operating criteria to produce and distribute drinking water to meet quality, demand and minimum storage requirements.</p> <p>Unscheduled interruptions are minimized such that potable water quality and demand requirements are met 99.9 percent of the time annually.</p> <p>Unscheduled interruptions do not exceed 12 consecutive</p>

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components.</p> <p>The Contractor shall develop, update, and post in clear view Standard Operating Procedures (SOPs) in accordance with manufacturer's standards and CNICINST 5090.2. SOPs shall be submitted per Section F.</p> <p>The Contractor shall ensure plant and system configuration drawings or diagrams are created and kept current.</p> <p>Plant and systems equipment and components shall be efficiently and safely operated per UFC 3-430-09, UFC 3-230-02, e-OMSI and applicable specific operating manuals, procedures, and instructions.</p> <p>Safe operation shall ensure that all water treatment plant equipment requiring operator-attendance is staffed by trained, qualified personnel at all times of operation. The KO shall be notified immediately if unsafe conditions are discovered. The Notification of Unsafe Conditions Report shall be submitted per Section F.</p> <p>The water treatment plant shall be operated 24 hours a day, 7 days a week.</p> <p>The Contractor shall develop and submit a Critical Spare Parts Inventory List per Section F. A historical critical spare parts list is provided in J-1606000-05. The historical list is provided as information only and is not to be construed as complete and adequate. The Contractor is fully responsible for ensuring the critical spare parts list is updated and expanded as required and parts are available.</p>	<p>hours per occurrence.</p> <p>All required procedures are maintained current and complete.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Historical Chemical And Material Usage is provided in J-1606000-06. Chemical standards shall comply with the requirements specified in CNICINST 5090.3</p>	
3.1.1	Water Quality	The Contractor shall produce and distribute drinking water to ensure the specified water quality standards are met and in compliance with the regulatory operating permit.	<p>Water quality shall meet all Federal, CNICINST 5090.1 and OEBGD regulations, certifications and requirements.</p> <p>Water quality shall be per NPDWR, 40 CFR Part 143 (NSDWR), Department of Health, and AWWA, CNICINST 5090.1, Certificate to Operate (CTO) and OEBGD, as applicable.</p> <p>The Contractor shall perform routine operational sampling per SOPs to maintain drinking water quality within specified standards.</p> <p>Minimum quantities and frequencies of on-site sampling and laboratory analyses of drinking water shall be performed per, operating permit, approved operating and maintenance manual, OMSI, CNICINST 5090.1, CTO and OEBGD.</p> <p>Minimum quantities and frequencies of off-site analyses of reject water, generated by drinking water operations, shall be performed by an independent certified laboratory which shall meet all laboratory certification requirements per USEPA for Safe Drinking Water Act, CNICINST 5090.1, and local regulations. .</p> <p>If water chemistry is confirmed, through independent laboratory analyses, not to be in compliance with quality standards, the Contractor shall immediately notify the CLDJ UEM Branch Head and adjust the water chemistry within two days to meet all regulatory requirements.</p> <p>Laboratories used for water quality sampling and analysis shall comply</p>	Drinking water quality complies with the regulatory operating permit.

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			with the requirements specified in CNICINST 5090.3 All laboratory sampling and analysis of water shall be reported to the Government per Section F.	
3.1.2	Minimum Operator Attendance	The Contractor shall provide a sufficient number of water treatment plant operators and support personnel per shift to ensure efficient and safe operations of equipment at all times of operation.	The Contractor shall staff the water treatment with 2 operators at all times. All personnel operating the plant shall meet the training and certification standards in Spec Item 2.2.1. The ORC or AORC shall be directly available at all times the water system is in operation, one of which shall be present at the ROWPU.	Minimum numbers and types of water treatment plant operators and support personnel are provided per operating permit. Water treatment plant operators, support personnel, and supervisory operators meet training and certification requirements.
3.1.3	Operating Records, Logs, and Reports	The Contractor shall prepare, submit and maintain operating records, logs and reports for in-process tracking of plant output characteristics to ensure records, logs, and reports are current and complete.	Per approved operating permit, CTO and OEBGD, daily and monthly Operating Records Report shall be recorded in Maximo. The monthly report shall be submitted to the KO within three working days following the end of the month during which work is performed and shall include copies of daily operating logs, chemical content, pressure readings, chemical dosages, filter backwash frequencies, flow rates, and other laboratory records, maintenance records, corrosion tests, personnel records, emergency condition records, and operating costs.	All required operating records, logs, and reports are maintained current and complete in Maximo and applicable copies provided to the KO within the specified times.
3.2	Integrated Maintenance Program (IMP) - CLDJ	The Contractor shall develop and implement an integrated maintenance program for the raw water supply, water treatment plant and distribution system equipment to ensure all equipment and components remain in optimum	The Contractor shall develop and submit an IMP for the water control systems, water production systems, and water distribution systems as described in J-1606000-03 and inventoried in J-1606000-04 for Government review and approval per Section F. The inventories provided in J-1606000-04 are intended to support the overall understanding of the water treatment and distribution system and the Contractor IMPs shall include all equipment and components of the water treatment and distribution system even if the equipment or	Maintenance is accomplished in accordance with Contractor's IMP and work schedule. When a problem or a need for repair is identified, the Contractor shall respond within one hour and complete the repair within two days.

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		condition and sustain maximum life.	<p>component is not listed in the inventory.</p> <p>The IMP shall include the Contractor's approach for integrated maintenance, including detailed job plans for maintenance and inspection tasks, schedules for planned work accomplishment, plan for minimizing occurrence of repair and downtime, process for the identification of the need for repairs, and the process for scheduling and completing repair work.</p> <p>As part of the IMP, the Contractor has full responsibility for any individual occurrence of repair, including replacement, up to and including \$10,000 in direct material and labor cost. The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above. If the estimated cost of the repair exceeds the recurring work liability limit, the Government may order the work under the non-recurring work section of this contract; however, the Government will only be liable for costs exceeding the Contractor's \$10,000 recurring work limit of liability.</p> <p>The Contractor shall perform all repairs, whether identified as part of their routine IMP accomplishment, QC inspections, or notification from the Government that a breakdown or malfunction has occurred.</p> <p>All work costing in excess of the Contractor's limit of liability is reported to the KO three days following Contractor discovery.</p> <p>If the Government identifies a problem or a need for repair, the Government will contact the work reception desk. Service orders will not be issued for accomplishment of repairs on systems</p>	Systems and equipment are maintained and repaired to sustain a fully functional and operable condition in accordance with OEM specifications.

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>and equipment maintained under IMP.</p> <p>The IMP shall include all equipment and components of the raw water supply, water treatment plant and collection system, such as, reservoirs, wells, water storage tanks, pumps, filters, membranes, chemical treatment, valves and automatic controls, software systems, supply, plant and distribution system piping, fire protection distribution system piping, and meters.</p> <p>The IMP, inclusive of repair and replacement, shall be performed per AWWA, ANSI and NFPA Standards, OMSI, equipment manufacturer's recommendations, and commercially accepted practices. All Supply, Plant and System malfunctions and breakdowns requiring repair or replacement shall have immediate response within one hour following Contractor discovery or Government notification and worked continuously to completion.</p>	
3.2.1	Control Systems	The Contractor shall develop and implement an IMP for the water plant control systems to ensure all equipment and components are safe, fully functional, and operational.	<p>The Contractor's water control systems IMP shall include all equipment and components of the water control systems.</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.</p>	Maintenance is performed in accordance with the Contractor's IMP and work schedule.
3.2.2	Production Systems	The Contractor shall develop and implement an IMP for the water treatment plant production facility to ensure all equipment and components are safe, fully functional, and operational.	<p>The Contractor's water treatment plant and production facility IMP shall include all equipment and components of the water treatment plant and production facility.</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.</p>	Maintenance is performed in accordance with the Contractor's IMP and work schedule.
3.2.3	Distribution	The Contractor	The Contractor's water distribution	Maintenance is

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Systems	shall develop and implement an IMP for the water distribution system to ensure all equipment and components are safe, fully functional, and operational.	<p>system IMP shall include all equipment and components of the water distribution system.</p> <p>The Contractor shall submit a Monthly IMP Schedule and IMP Maintenance and Repair Status Report per Section F.</p>	performed in accordance with the Contractor's IMP and work schedule.
3.3	Inspection, Testing, and Certification Program	The Contractor shall provide backflow prevention devices inspection, testing, and certification services to ensure they are safe, fully functional, and operational.	<p>The Contractor shall develop an Inspection, Testing, and Certification Program and Schedule, per section F.</p> <p>The Contractor shall submit an Inspection, Testing, and Certification Program Summary Report, per Section F.</p> <p>The Contractor shall perform any repairs up to specified maintenance program limit for repairs identified during preparation for and conduct of inspection, testing, and certification. Refer to Spec Item 3.3 for systems and equipment included in an IMP. Notification of repair work exceeding these limits shall be submitted by the Contractor to the KO within two hours of identification, in accordance with the reporting requirements in Annex 2. Service orders or non-recurring work may be issued for repairs exceeding the respective maintenance program limits.</p>	<p>All certifications are current.</p> <p>Testing, inspection, and certification services performed and completed in accordance with the inspection, testing, and certification program and schedule.</p> <p>Testing, inspection, and certification services performed in accordance with applicable references.</p>
3.3.1	Backflow Prevention Devices	The Contractor shall prepare, inspect, and test backflow prevention devices to ensure they are safe, fully functional, and operational.	<p>The Contractor shall comply with inspection, testing, and certification requirements of the applicable regulatory agency and UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.</p> <p>The Contractor shall provide a five working days advance notification to the KO when backflow prevention devices are ready for testing and certification for coordination with the Government provided inspector.</p> <p>The Backflow Prevention Devices</p>	<p>Testing, inspection, and certification of backflow prevention devices performed and completed in accordance with the Inspection, Testing, and Certification Program and Schedule.</p> <p>Backflow prevention devices are certified in accordance with UFC-3-230-02, UG-2029-ENV, and</p>

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Inventory, including date of last inspection, testing, and certification is provided in J-1606000-07.	OPNAVINST 5090.1.
3.4	Valve and Fire Hydrant Exercising	The Contractor shall provide valve and fire hydrant exercising services to ensure valves and hydrants are fully functional, and operational.	<p>The Contractor shall submit a valve exercising schedule per Section F.</p> <p>The Contractor shall exercise all valves at least once annually.</p> <p>The Contractor shall exercise fire hydrants annually.</p> <p>The valve inventory is provided in J-1606000-08.</p>	Work is performed per Contractor's work schedule.
3.5	Non-Potable Water Services Chebelley Air Field	The Contractor shall provide non-potable water services to ensure holding tanks and storage bladders are safe and operational.	<p>The Contractor shall transport non-potable water from Camp Lemonnier to all tanks and water bladders located at Chebelley Air Field.</p> <p>The contractor shall maintain a 7 day supply of non-potable water at all times.</p> <p>The listing of tanks and bladders at Chebelley Air Field is provided in J-1606000-09.</p>	Minimum water supply levels are continuously maintained.
3.6	Water Operations Camp Simba (Manda Bay)	The Contractor shall operate the raw water supply, water treatment plant and distribution system to efficiently and safely produce and distribute quality non-potable water to ensure that all installation non-potable water demands are met.	The water production and distribution system description and equipment inventory is provided in J-1606000-10.	<p>Water produced and distributed to meet Camp demand.</p> <p>Fire Protection system operable at all times.</p>
3.6.1	Water Production and Distribution	The Contractor shall produce and distribute water that meets minimum specified water quality standards.	<p>The Contractor shall operate and maintain the Reverse Osmosis Water Purification Units (ROWPU).</p> <p>The Contractor shall ensure the processed water conforms to United</p>	<p>Water production meets camp demand.</p> <p>Water meets minimum water quality standards</p>

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			States Military Preventative Medicine standards in accordance with Internal Guidance Publication TB MED 577.	as specified.
3.6.2	Preventive Maintenance Program	The Contractor shall develop and implement a PM program for the raw water supply, water treatment plant and distribution system equipment to ensure all equipment and components remain in optimum condition and sustain maximum life.	<p>The Contractor shall submit a PM plan per Section F.</p> <p>The PMP shall include all equipment and components of the raw water supply, water treatment and collection system such as wells, reverse osmosis water purification units, water storage tanks, pumps, filters, chemical treatments, valves, automatic controls, supply and distribution system piping.</p> <p>PM, inclusive of repair and replacement, shall be performed per AWWA, ANSI and NFPA Standards, OMSI, equipment manufacturer's recommendations and commercially accepted practices. All supply, plant and system malfunctions and breakdowns requiring repair or replacement shall have immediate response within one hour following Contractor discovery or Government notification and worked continuously to completion. The Contractor's Limit of Liability for each occurrence is \$3,000 in direct labor, material and equipment. All work exceeding the Contractor's limit of liability shall reported to the KO within 24 hours of Contractor discovery. If the repair or replacement work exceeds the Contractor's liability limit, the Contractor shall submit a cost proposal within seven working days.</p> <p>The Contractor shall submit a monthly PM schedule and PM Maintenance and Repair status Report per Section F.</p>	<p>The Contractor's PM plan is submitted as specified.</p> <p>Maintenance is accomplished per Contractor's schedule.</p> <p>Repairs within the Contractor limit of liability responded to within one hour of discovery or Notification.</p> <p>When repair is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p>
3.6.3	Operating Records, Logs, Reports	The Contractor shall prepare, submit and	A daily report detailing water produced, water consumption, and	Operating records, logs, reports and procedures are maintained current

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	and Water Operations Procedures	maintain operating records, logs and reports for in process tracking of plant output characteristics.	<p>water stored shall be provided to the OIC. A monthly Operating Records Report shall be submitted within 15 working days following the end of the month during which work is performed.</p> <p>The Contractor shall prepare, update and post in clear view for operators, written Standard Operating Procedures within seven days from contract start and two days after making changes to any plant operating procedure, equipment or components.</p>	and submitted as specified.
3.6.4	Bottled Water and Ice Distribution	The Contractor shall distribute and maintain chilled bottled water and ice to ensure all Manda Bay requirements for bottled water are met.	<p>The Contractor shall provide both ice and water and ensure the ice chests are fully stocked at all times. The average daily consumption of bottled water is five liters per person. However, bottled water consumption increases to an average daily consumption of approximately ten liters during the summer months.</p> <p>DFAC potable water usage is approximately 200 liters a day for cooking and beverage preparation.</p> <p>Bottled water shall be placed in all shower areas.</p> <p>Ice chests shall be cleaned and maintained.</p> <p>The Contractor shall maintain a minimum of a 21 day demand storage of bottled/potable water to ensure availability in the event of a break in service of the water source. For planning purposes daily demand shall be calculated using a 325 man average camp population size.</p>	<p>Bottled water and ice is fully stocked at all times.</p> <p>Minimum demand storage is maintained.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Informational Note: There are approximately ten ice chests located on the Camp compound and airfield.	

1606000 - Water				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

ANNEX 1700000 BSVE

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Base Support Vehicles and Equipment services at Camp Lemmonier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya.
1.1	Concept of Operations	<p>The intent of 1700000 BSVE is to specify the requirements for a transportation program consisting of vehicles and equipment maintenance and repairs, vehicle and equipment operations to include dispatch, Material Handling Equipment (MHE), liquid movements, people movements, operator licensing and training, inspection and certification, and specified administrative program management. The following services are not considered BSVE and are not included in this template:</p> <p>... Maintenance and repair of facility mounted Weight Handling Equipment (WHE) is included in 1502000 Facility Investment.</p>

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Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1700000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the BSVE function.
2.2.1	Certification, Training, and Licensing	<p>BSVE operators shall comply with all Federal and host nation laws and regulations regarding certification, training and licensing.</p> <p>Weight Handling Equipment (WHE) / Material Handling Equipment (MHE), Ordnance Handling Equipment (OHE), Civil Engineering Support Equipment (CESE) operators shall comply with the standards stated in NAVFAC P-300, NAVFAC P-307, and NAVSUP P-538.</p> <p>Contractor employees assigned to inspect, maintain, and repair emergency vehicles shall meet the qualifications of NFPA 1071, Standard for Fire Apparatus Driver/Operator Professional Qualification.</p> <p>Personnel working on electric vehicles shall be certified to work on the electrical components, sub-assemblies and assemblies.</p> <p>Contractor employees working on automotive air conditioning systems shall be National Institute for Automotive Service Excellence (ASE) certified technicians.</p>
2.3	Special Requirements	Safety requirements, operational restrictions, coordination requirements, workmanship, materials, equipment, and tools.
2.3.1	Safety	<p>Vehicles used for transporting ammunition, explosives, or other dangerous/hazardous material shall be marked and operated per NAVSEA OP-2239 and the rules and regulations prescribed by the Federal Motor Carrier Safety Regulations, U.S. Department of Transportation, Federal Highway Administration, Bureau of Motor Carrier Safety.</p> <p>Necessary permits for the movement of overweight/oversized loads on public highways shall be obtained.</p>
2.3.2	Fuel Efficient Acquisition	The Contractor shall comply with DoD Directive 4500.36, DoD Manual 4500.36-M, Executive Order 13693, and Federal Management Regulation 102-34 for the acquisition of new and replacement vehicles.
2.3.3	Audits and Inspections	The Contractor shall provide assistance and cooperation for all authorized transportation related inspections, internal reviews, and audits conducted by the Government. The Government and other external agencies perform approximately five audits and inspections per year.
2.3.4	General Vehicle Maintenance and Repair Requirements	

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2.3.4.1	Established Priorities	<p>The Fleet Inventory shown in J-1700000-02 indicates the priority assigned to each piece of BSVE in the fleet. The Government may change the priorities of up to 10% of the BSVE without a contract modification. The Contractor shall perform maintenance and repair in accordance with the timeframes established in the following priorities:</p> <p><u>Priority 1</u> Generally, Priority 1 BSVE includes emergency vehicles (ambulances, fire trucks, police sedans and pickups), utility boom bucket trucks, and automobiles assigned to Commanding Officers and their staffs. However, the KO may designate Priority 1 work without regard to the type of vehicle use. Work on BSVE in this category shall start immediately after being reported down or received in the shop during regular working hours, and within two hours after regular working hours. In the event BSVE will be down more than 24 continuous hours, the Contractor shall notify the KO of the reason for the delay, action being taken to shorten the delay, and the estimated day and hour BSVE will be returned to service. Material is expected to be on hand or obtainable within the allowable downtime. Excluding such delays, the Contractor shall work uninterrupted until maintenance/repair is complete.</p> <p><u>Priority 2</u> Generally, Priority 2 BSVE includes designated buses, automobiles assigned to base tenant activity staffs, emergency service vehicles, cranes, and MHE. However, the KO may designate Priority 2 work without regard to the type of vehicle use. Work shall be completed on BSVE in this category within two hours after being reported down or received in the shop during regular working hours, and within four hours after regular working hours. In the event BSVE will be down more than 48 continuous hours, the Contractor shall notify the KO of the reason for the delay, action being taken to shorten the delay, and the estimated day and hour BSVE will be returned to service. Material is expected to be on hand or obtainable within the allowable downtime. Excluding such delays, the Contractor shall work uninterrupted until maintenance/repair is complete.</p> <p><u>Priority 3</u> Work shall be completed on BSVE in this category within five working days after being reported down or received in the shop.</p>
2.3.4.2	Allowable Downtime Standards	<p>The Contractor shall manage the overall maintenance effort so BSVE downtime does not exceed the allowable downtime standards specified herein. For the purpose of computing downtime, regular working hours is defined as eight hours per day, 0800-1630, Mondays through Fridays, except observed Federal holidays.</p> <p>Downtime hours per shop repair order shall not exceed the Allowable Individual Downtime by Alpha Code specified in J-1700000-03. Downtime hours per individual alpha group shall not exceed 10% of the total available hours per individual alpha group per month (invoice period). For any given alpha group, the total hours of availability per month equals the total number of units in the group times the number of regular working hours per month.</p>

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Spec Item	Title	Description
2.3.4.3	Downtime Computation	<p>Downtime for Priority 1 BSVE shall commence immediately when reported down or received in the shop during regular working hours.</p> <p>Downtime for Priority 2 BSVE shall commence two hours after being reported down or received in the shop during regular working hours.</p> <p>Downtime for Priority 3 BSVE shall commence two working days after BSVE is reported down or received in the shop.</p> <p>Downtime will terminate when a unit is returned to service.</p> <p>Any time period that BSVE is returned to the Contractor for rework shall be included in the downtime computation. Any time period BSVE is under the control of the Government shall not be included in the downtime computation. If the Government elects to have work performed by other than the Contractor, any downtime associated with such performance will not be included in the downtime computation. When computing downtime, fractions of hours shall be rounded to the nearest hour (less than 30 minutes = 0, 30 minutes or more = one hour).</p>
2.3.4.4	Temporary Suspensions of Downtime Standards	<p>When the Contractor experiences a delay in material receipt that will cause the individual unit downtime of a particular unit to exceed the allowable time, the Contractor shall submit a Temporary Suspension of Downtime Accumulation per Section F. Written requests shall include a copy of a purchase order showing the material order date and expected delivery date, and information demonstrating the lack of required material is beyond the Contractor's control.</p> <p>Downtime suspensions will not be approved if the material in question should have been stocked in adequate quantities to meet expected demand, was not ordered to allow for adequate vendor lead times, or if the shipping method used to transport the material causes/contributes to the delay. Material for Priority 1 and 2 inventory is expected to be on hand or obtainable within the allowable downtime.</p> <p>If granted, suspension of downtime accumulation will only cover the period from the date/time the Contractor's written request was provided to the KO to the date/time the material is received. The Contractor shall notify the KO immediately upon receipt of the material, and provide written documentation showing date and time of receipt.</p>
2.3.4.5	Excessive Repairs	<p>The one-time repair limits set forth in Appendix F of NAVFAC P-300 do not apply. The Contractor shall perform all repairs, regardless of the cost of the repair or age of the BSVE.</p> <p>Any BSVE that exceeds NAVFAC P-300 life expectancies shall be maintained as if it were in its last year of life expectancy. For example, an eight-year old BSVE Code (EC) 0313 pickup truck shall receive the same level of maintenance as a six-year old pickup truck.</p>
2.3.5	Labor Requirements	<p>Chilton Labor Guide, Mitchell Mechanical Parts/Labor Estimating Guide, or similar estimating sources shall be used for determining the number of flat rate hours required to complete the scope of work. Total labor cost will be determined by totaling the number of flat rate hours and then multiplying by the flat rate hour unit price.</p>
2.3.6	Fleet Size	<p>Fleet size shall be based upon the actual quantity of equipment in the fleet at a</p>

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Spec Item	Title	Description
		<p>given time, and is not a cumulative total of the equipment maintained throughout the contract. The number of BSVE may vary as much as 5% without a contract modification.</p> <p>Contractor acquired equipment provided to offset non-availability when the Contractor exceeds maximum allowable downtime standards shall not be considered additions to the fleet.</p> <p>Each item of equipment pending removal from the fleet, and its designated replacement, shall be counted as a single unit for inventory purposes while the replacement unit is prepared for service (e.g., corrosion protection, equipment installation, marking, and record establishment). Repairs to keep equipment safe and reliable while pending disposition shall be required.</p>
2.3.7	MAXIMO	The Contractor shall manually enter all work information for asset, maintenance and repair actions performed under this annex directly into MAXIMO. The Contractor shall ensure all information is recorded and MAXIMO is updated by the end of each workday.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1700000-04.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall perform operations, support services, and maintenance of BSVE to ensure a well-managed and executed BSVE program.	<p>The Contractor shall comply with references, technical documents, DoN policies, instructions and guidance listed in J-1700000-04.</p> <p>The Fleet Inventory is provided in J-1700000-02.</p> <p>Historical data for BSVE work is provided in J-1700000-05.</p>	<p>BSVE are safe and reliable per NAVFAC P-300 and P-307, and available.</p> <p>Reports are accurate, complete, and submitted within specified times.</p>
3.1	Operations	The Contractor shall operate BSVE to ensure supplies and personnel are transported and requested services are performed in a safe, proper and timely manner.	<p>The Contractor shall obtain necessary permits for the movement of overweight/oversized loads on off-site roads. All necessary permits shall be obtained prior to scheduled performance.</p> <p>The Contractor shall mark and operate vehicles used for transporting ordinance, hazardous materials and other dangerous articles in accordance with NAVSEA OP-2239, and applicable local rules and regulations.</p>	<p>Operation functions are performed with the proper equipment and within designated time in a safe and efficient manner.</p> <p>Operators are properly qualified and licensed</p> <p>Permits are obtained prior to scheduled performance.</p> <p>Vehicles and equipment markings are in compliance.</p>
3.1.1	Bus Services	The Contractor shall provide scheduled and unscheduled bus services to ensure passengers are picked up and dropped off at designated locations, and transported in a safe and timely manner.	<p>Buses shall be the appropriate size for the service being provided. Buses shall be free of dirt, graffiti, and litter.</p> <p>A recommended bus schedule shall be developed and approved by the KO.</p> <p>Ridership shall be tracked and modifications to schedules shall be submitted for approval to improve the efficiency and effectiveness of services provided.</p>	<p>Shuttle buses do not depart stops earlier than scheduled departure time or later than five minutes after scheduled departure time.</p> <p>Buses are clean and in safe operating condition, and air conditioning is working.</p>
3.1.1.1	Scheduled Bus Services	The contractor shall perform scheduled bus services to ensure passengers are picked up a dropped off at designated locations and transported in a safe and timely	<p>The Contractor shall provide continuous shuttle bus services within the CLDJ compound during the hours of 0600 to 2400, seven days per week.</p> <p>The Contractor shall run two buses at 10 minute intervals. Buses shall complete each route cycle once every</p>	<p>Buses are appropriately sized, air conditioned, and in safe operating condition.</p> <p>Bus services are provided as scheduled.</p>

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		manner.	<p>20 minutes.</p> <p>The contractor shall post bus schedules and routes at each designated bus stop and shall update the post as changes occur.</p> <p>The Government will provide the current bus route prior to contract start. The Government reserves the right to alter the bus route, add pickup locations or change existing locations without contract modification.</p>	
3.1.1.2	Un-scheduled Bus Services	The contractor shall perform un-scheduled bus services to ensure passengers are picked up a dropped off at designated locations and transported in a safe and timely manner.	<p>The Contractor shall provide requested bus service during and after Government regular working hours, including weekends and holidays.</p> <p>The Government must approve all requests for off-CLDJ bus services outside of Djibouti city limits and greater than seven miles from CLDJ. The Government will determine bus service priorities.</p> <p>Informational Note: Historically there have been approximately 24 un-scheduled bus requests for up to 22 passengers per bus annually.</p>	<p>Buses are appropriately sized, air conditioned, and in safe operating condition.</p> <p>Buses arrive and depart within ten minutes of requested times.</p>
3.1.2	MHE Services	The Contractor shall perform MHE services to ensure appropriately sized MHE is provided and operated in a safe and timely manner.	<p>MHE services include cargo, equipment, material, pallet and container movements and loading support.</p> <p>Services require providing personnel and equipment to support multiple loaded intermodal container moves simultaneously at different locations.</p> <p>Informational Note: Historically there have been approximately 40 requests for MHE services annually.</p>	<p>MHE is operated safely.</p> <p>Appropriately rated MHE with qualified operators and support personnel are provided within ten minutes of customer's requested time.</p> <p>Services are completed as requested.</p>
3.1.3	Truck and Tractor/Trailer Transport Services	The Contractor shall perform truck and tractor/transport services to ensure appropriately sized vehicles are provided and	<p>Transport services include line hauling within a 50 mile radius up 80 dispatch hours.</p> <p>The Contractor's drivers shall possess valid CDL or country of origin equivalent licenses to operate</p>	<p>Transport vehicles are operated safely.</p> <p>Appropriate transport vehicles are provided within ten minutes of customer's requested</p>

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		operated in a safe and timely manner.	<p>semi-tractor trailers based on the vehicles operated and cargo hauled.</p> <p>The Contractor shall perform transport services during and after Government regular work hours.</p> <p>Informational Note: Historically there have been approximately 24 requests for Truck and Tractor/Trailer Transport Services annually.</p>	<p>time, depart and arrive at specified locations as requested.</p> <p>Vehicles are in safe operating condition.</p>
3.2	Support Services	The Contractor shall provide BSVE support services to ensure that the service requirements are met in a proper and timely manner.	BSVE support services include dispatching services and wash rack operations.	Support services are performed in an efficient, accurate, and timely manner.
3.2.1	Dispatching Service	The Contractor shall provide Class B and C-Pool vehicle dispatching service for BSVE to ensure vehicles are dispatched in a timely manner.	<p>The Contractor shall provide motor pool dispatching services during the hours of 0700 and 1700 seven days per week. The Contractor shall have at least one person present during the hours of operation.</p> <p>The Contractor shall provide services within 15 minutes of scheduled time during working hours and scheduled work after working hours. Services shall be provided within 2 hours for unscheduled work after working hours.</p> <p>The Contractor shall dispatch BSVE assigned on a continuing or recurring basis per CLDJ instructions and shall coordinate with the KO.</p> <p>The Contractor shall inspect dispatched vehicles and equipment in the presence of the operator at check-out and at check-in, and record all noted discrepancies on NAVFAC Form 11260/4, NAVFAC Form 9-11240/13 or Operator’s Daily Checklist (ODCL) as applicable.</p> <p>Vehicles and equipment shall be dispatched with the required Trip Ticket, Motor Equipment Utilization</p>	<p>Dispatch service is provided during both normal Government working hours and after normal Government working hours as required.</p> <p>BSVE are assigned in compliance with activity instruction.</p> <p>Vehicles are dispatched within specified time periods.</p> <p>NAVFAC Forms 11260/4, 911240/13, SF-91 and Equipment Dispatch Logs are accurate and complete.</p> <p>MAXIMO reflects vehicle dispatches accurately and with current odometer readings.</p>

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			<p>Record (DD Form 1970) via MAXIMO.</p> <p>The Contractor dispatchers shall be cognizant of the Government's fuel conservation program and, when appropriate, the Contractor shall provide recommendations to the Government relating to trip consolidation for the purposes of conserving fuel.</p> <p>The Dispatcher's Log (NAVFAC Form 9-11240/2) or activity generated log shall be used to record all vehicles dispatched off station and for all Class C pool vehicles.</p> <p>The contractor shall be responsible for maintaining a key control program for all BSVE under their direct control, excluding TMP dispatched assets.</p> <p>The Contractor shall not accept unclean vehicles when returned by customers.</p>	
3.2.2	Vehicle Washrack	The Contractor shall operate and maintain a wash rack to ensure facility is available to clean BSVE and other equipment in a proper and timely manner.	<p>The Contractor shall provide attendance and operate the wash rack from 0700 to 1700 seven days per week.</p> <p>The Contractor shall make the wash rack accessible for customer provided BSVE and Contractor provided washing of refuse and recycling containers.</p> <p>The Contractor shall perform wash rack equipment maintenance to minimize customer access disruption. The Contractor shall comply with hazardous waste guidelines for oil/water separation operations.</p> <p>Washrack downtime shall not exceed 4 hours during normal operating hours.</p>	Wash rack is operational and available during specified hours.
3.3	Maintenance	The Contractor shall maintain, repair and alter Government	Vehicles to be maintained are listed in the Fleet Inventory provided in J-1700000-02. The Contractor shall	Government owned BSVE maintenance and repair functions are

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		<p>owned-vehicles and equipment to ensure they are in fully operational condition per OEM standards as procured.</p>	<p>perform work in accordance with established priorities. The Contractor shall submit a Maintenance Schedule per Section F.</p> <p>The Contractor shall manage the overall maintenance effort so equipment downtime does not exceed the allowable downtime standards.</p> <p>The Contractor shall maintain and repair BSVE per NAVFAC P-300, and OEM recommendations. Planned maintenance shall be adjusted to account for extreme temperature climates.</p> <p>The contractor shall perform onsite diagnostics, overhauls, and rebuilds of hydraulic, electrical, electronic, and drive train systems and shall be fully responsible to provide and maintain the tools and equipment needed to do so.</p> <p>The Contractor shall perform installation, transfer, and/or repair of specialized equipment including, but not limited to special lights, radios, racks, shelves, tow-hitches, and other customer requested accessories.</p> <p>The Contractor shall repair and maintain vehicles and equipment that exceed NAVFAC P-300 life expectancy as if they were in their final year of life expectancy.</p> <p>The Contractor shall notify the KO upon identifying evidence or suspicion of damages resulting from accident or abuse. Repairs will commence upon approval from the KO. Repairs resulting from accident and abuse shall be performed in accordance with spec 3.3.4.</p> <p>The Government may replace vehicles and equipment throughout the contract with newer units, which</p>	<p>performed in accordance with manufacturer specifications and recommendations.</p> <p>Downtime standards specified in the Allowable Individual Downtime by Alpha Code are not exceeded.</p> <p>Accident reports are provided monthly.</p> <p>MAXIMO records are updated for all maintenance actions as required.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>may change in mix, manufacturer, model, and types. The Contractor shall be responsible for in-service and maintenance of replacement units under the requirements.</p> <p>For repairs of BSVE, the Contractor shall use new and/or reconditioned parts and materials that are equal to or exceed original manufacturers' parts and materials. Used parts and materials shall be prohibited unless approved by the KO. The contractor shall gain access to and utilize MILSTRIP to acquire NSN items for MILSPEC equipment in accordance with DLM 4000.25-1.</p> <p>The Contractor shall develop and maintain an inventory of critical maintenance and repair spare parts necessary to meet downtime requirements.</p> <p>Historical data is provided in J-1700000-05.</p>	
3.3.1	New and Reassigned Used Vehicle Service	The Contractor shall perform specific services on all new and reassigned used vehicles added to the fleet to ensure proper and safe operation.	<p>For new vehicles the Contractor shall prepare a history jacket, property record information sheet, Preventive Maintenance (PM) record, and initial new service SRO; perform an initial safety inspection; clean windows; install parts/equipment shipped with vehicle; service all fluid levels and tire pressures; and apply appropriate vehicle markings as required.</p> <p>For reassigned used vehicles the Contractor shall perform the services described for new vehicles above and in addition perform an oil change, tune-up, lube, reliability inspection, and repair of any deficiencies noted during the required inspections.</p>	<p>Required services are performed as specified.</p> <p>MAXIMO records are updated.</p>
3.3.2	Inspection, Load Test, and Certification of CESE	The Contractor shall perform inspection, testing, and certification of all	The Contractor shall submit a Schedule for Testing and Certification per Section F. The Contractor shall submit Testing and	<p>Inspection and testing performed as specified.</p> <p>Certifications are</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		required equipment to ensure it is maintained in a safe and fully operational condition as procured.	<p>Certification Qualifications, including names and qualifications of Contractor personnel performing load testing certification, per Section F.</p> <p>The Contractor shall inspect, test, and certify all equipment in accordance with NAVFAC P-300, NAVSUP 538, and the equipment manufacturer's instructions and manuals. Upon completion, the load testing certifications shall be posted on equipment in full view of the operator with copies provided to the KO and placed in the associated equipment history file.</p> <p>The Contractor shall perform repairs found necessary as a result of any inspection/test up to the BSVE repair limit of liability.</p>	<p>current and posted as specified.</p> <p>Repairs are identified and performed.</p> <p>Testing and certification are completed as per the Contractor's Schedule.</p> <p>SROs are accurate and complete and MAXIMO is updated.</p>
3.3.3	Preventive Maintenance (PM) Inspections	The Contractor shall perform preventive maintenance inspections, including safety and reliability inspections for automotive vehicles, to ensure safe and proper operation.	<p>The Contractor shall submit a PM Plan for the vehicles listed in J-1700000-02 per Section F. The PM plan shall include an annual maintenance schedule and PM checklist for each type of vehicle that satisfies all OEM requirements.</p> <p>Five working days prior to the start of the month in which PM is to be performed, the Contractor shall create WO's in MAXIMO with the forecast BSVE PM schedule for the upcoming month. At a minimum, the schedule shall identify the vehicle number, description, date of last PM, the scheduled PM date, and the current mileage or operating hours as appropriate.</p> <p>The Contractor shall perform PM up to 14 calendar days prior to the scheduled PM date if the equipment is in the shop for any other reason.</p> <p>PM inspections and any related repair work shall be completed within three working days after BSVE is received, except where</p>	<p>Preventive maintenance schedule submitted as required.</p> <p>All checkpoints correctly completed.</p> <p>Safety and operational deficiencies found are corrected using accepted quality standards and manufacturer's recommendations.</p> <p>Work completed by date scheduled.</p> <p>All maintenance actions are recorded in MAXIMO.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Priority 1 or Priority 2 criteria apply. Repair work shall be documented on a separate WO.</p> <p>The limit of liability does not apply to preventative maintenance work to include items identified by the OEM with a planned replacement schedule. (Example: replace timing belt at X miles)</p> <p>All work shall be in accordance with the NAVFAC P-300 and OEM standards.</p> <p>The Contractor shall record all maintenance actions in MAXIMO.</p>	
3.3.4	BSVE Repair	The Contractor shall perform body, fender, electrical and mechanical repairs to ensure BSVE are safe, operational, and present a sightly appearance.	<p>The Contractor shall perform any repair up to the limit of liability of \$3000 in direct flat rate hour costs and direct material cost per repair evolution.</p> <p>The Contractor shall be responsible for performing all repairs up to the vehicle repair limit of liability. Notification of repair work exceeding the repair limit shall be submitted to the KO within two hours of identification. Non-recurring work task orders may be issued for repairs only for the costs that exceed the limit of liability. (Example: a repair cost is \$3200, for which a \$200 non-recurring task order would be issued to complete the work.)</p> <p>Combining multiple repair tasks found over several PM cycles, known as deferring, which results in exceeding the limit of liability will not require a non-recurring task order and shall be performed as recurring work.</p>	<p>BSVE are returned to safe, operable condition.</p> <p>SROs are accurate and complete.</p> <p>MAXIMO records are updated as required.</p>
3.4	BSVE Service Orders	The Contractor shall accomplish BSVE service orders to ensure BSVE, including transient equipment, is	The Contractor shall respond to disabled BSVE and transient unit vehicles within the CLDJ installation boundary and up to a 50 mile radius of the installation.	Disabled BSVE are responded to within 30 minutes during Government regular working hours and within two hours after

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
		returned to a safe and operational condition.	<p>The Contractor shall respond to BSVE service order requests within 50 minutes during Government regular working hours and within two hours after Government regular working hours.</p> <p>The contractor shall be available to respond to BSVE services orders 24 hours a day, seven days a week.</p> <p>BSVE service orders generally consist of battery replacement, tire repair, wiper replacement, engine jump-starts, emergency refueling, and other minor repairs or services necessary to return vehicles and equipment to safe operation. BSVE service orders also include towing into shop, field service, and installation/repair of specialized equipment.</p> <p>The Contractor shall perform repairs on location or otherwise tow inoperable BSVE and transient vehicles to the installation vehicle maintenance facility for repair or other designated locations as directed by the KO or Security Officer.</p>	<p>Government regular working hours unless directed not to support by the KO due to security restrictions.</p> <p>BSVE are returned to safe, operable condition.</p> <p>MAXIMO records are updated as required.</p>

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4	Non-Recurring Work	Non-Recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-Recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for Non-Recurring work will be the same as those in Spec Item 3 where applicable.	

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1800000 – Environmental		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform environmental services at Camp Lemonnier, Djibouti, Chebelley Air Field, Djibouti, and Camp Simba (Manda Bay), Kenya..
1.1	Concept of Operations	<p>The intent of 1800000 Environmental is to specify the Environmental requirements which primarily consist of the following services: management, collection and disposal of hazardous material, hazardous waste and other regulated waste; oil and hazardous substance spill response, cleanup and disposal; and hazardous waste avoidance services.</p> <p>The following services are not considered Environmental and are not included in this template:</p> <ul style="list-style-type: none"> ... collection, disposal and recycling of non-hazardous waste are included in 1503030 Integrated Solid Waste Management ... water and sewage treatment are included in 1604000 Wastewater and 1606000 Water

1800000 – Environmental		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1800000-01.
2.2	Personnel	The Contractor shall provide personnel with the training, qualifications, education, technical knowledge, experience and skills required to perform environmental services and maintain compliance with applicable regulations and guidance.
2.2.1	Certification, Training, and Licensing	<p>The Contractor shall provide a written training plan and documentation of training for all personnel to demonstrate technical proficiency per Section F. Demonstration of proficiency must take place within established guidelines that are documented in applicable regulations, policies, instructions and Laboratory Quality Assurance Manual.</p> <p>The Contractor HWSA site supervisor and employees assigned to handle HW/BW shall, at a minimum, successfully complete the 40-hour HAZWOPER training, as well as annual refresher training. Certificates of successful completion must be on file and available at the Government's request.</p>
2.3	Special Requirements	
2.3.1	Laboratory Accreditation and Certification	Only laboratories that have appropriate credentials can perform testing. In the absence of certification requirements, laboratories must be accredited for each applicable test method by a nationally recognized laboratory accreditation body an accrediting authority approved by the National Environmental Laboratory Accreditation Program (NELAP) or the American Association for Laboratory Accreditation (A2LA) operating in accordance with ISO/IEC 17011:2004.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1800000-02.

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall perform environmental services to support the installation's environmental programs to ensure compliance with DoD OEBGD and DoN policies, instructions and guidance.	<p>The Contractor shall comply with all HM/HW/ORW DoD OEBGD and Navy policies, instructions and guidance listed in J-1800000-02.</p> <p>If environmental related procedures or operations are found to be out of compliance the Contractor shall immediately notify the KO and the CLDJ Installation Environmental Program Director (IEPD) with recommendations for appropriate action.</p>	<p>Services are performed in a timely manner and in compliance with DoD OEBGD and Navy policies, instructions and guidance.</p> <p>No documented citations such as NOV, NON, or warning letters due to Contractor's non-performance, mismanagement or negligence.</p> <p>All deficiencies noted in internal compliance inspection corrected in a timely manner.</p>
3.1	Discarded Hazardous Material/ Hazardous Waste/Other Regulated Waste (HM/HW/ORW) Management	The Contractor shall provide discarded HM/HW/ORW management services to ensure the installation complies with DoD OEBGD and Navy policies, instructions and guidance.	<p>The Contractor shall prepare and maintain a HM/HW/ORW log and submit per Section F. The log shall list all HM/HW/ORW removed from HWAP locations and the Medical Clinic, identify the waste stream, waste type, volume, weight in kilograms, collection location, collection date, HM/HW disposed, and HM/HW on inventory.</p> <p>The Contractor shall maintain a record of all HM/HW/ORW from the point of generation to disposal. The Contractor shall obtain a signed copy of the manifest and a copy from the Environmental Officer of the COD from the Government authorized disposal agency/contractor.</p> <p>The Contractor shall not bring non-DoD HM/HW/ORW onto the CLDJ installation.</p>	<p>HM/HW/ORW management complies with DoD OEBGD and Navy policies, instructions and guidance.</p> <p>No release of HM/HW/ORW to the environment due to Contractor's non-performance, mismanagement or negligence.</p> <p>No documented citations such as NOV, or warning letters due to Contractor's non-</p>

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>Historical data for HM/HW/ORM services describing the types and quantities of HM/HW/ORW managed and disposed and associated source codes is provided in J-1800000-03.</p> <p>HM/HW/ORW Accumulation Areas and Storage Facilities are identified in J-1800000-04. The Government will provide accumulation area location updates quarterly.</p>	performance, mismanagement or negligence.
3.1.1	Discarded HM/HW/ORW Storage Facilities Operations	The Contractor shall provide discarded HM/HW/ORW storage facilities operations to ensure the installation complies with DoD OEBGD and Navy policies, instructions and guidance.	<p>Storage facility operation services include accepting discarded HM/HW/ORW from authorized activities and reconciling turn-in documentation to reflect actual material received.</p> <p>The Contractor shall ensure physical separation of incompatible HM/HW/ORW is maintained IAW the OEBGD.</p> <p>Records of all waste stored and daily logs shall be made available upon the Government's request.</p> <p>The Contractor shall comply with DoD contingency planning and employee training requirements.</p>	HM/HW/ORW accumulation areas and storage facilities comply with DoD OEBGD and Navy policies, instructions and guidance.
3.1.2	Collection of Discarded HM/HW/ORW	The Contractor shall provide discarded HM/HW/ORW collection services to	The Contractor shall collect HM/HW/ORW from the	HM/HW/ORW collection complies with

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		ensure the installation complies with DoD OEBGD and Navy policies, instructions and guidance.	<p>locations identified in J-1800000-04, inspect for proper packaging and labeling, and transport collected materials to storage facilities as appropriate.</p> <p>Biological waste collected from the Medical Clinic and HWAPs shall be transported to the ISWM incinerator compound.</p> <p>The Contractor shall identify and resolve discrepancies such as leaking containers, improperly stored materials, mis-identifications, and improper or missing paperwork prior to collection for assigned HM/HW/ORW under his control.</p> <p>The Contractor shall identify discrepancies such as leaking containers, improperly stored materials, misidentifications, and improper or missing paperwork prior to collection for sites under his purview but not direct control. The Contractor shall notify the Environmental Officer of any discrepancies.</p> <p>Informational Note:</p> <p>Historically, twice per week collections from the HWAPs and the Medical Clinic has provided</p>	<p>DoD OEBGD and Navy policies, instructions and guidance.</p> <p>HM/HW/ORW collections are completed within the specified time.</p>

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>adequate service levels.</p> <p>Unscheduled requests for HM/HW/ORW collections shall be completed within two days following the receipt of request.</p>	
3.1.3	Hazardous Waste/Other Regulated Waste Disposal	The Contractor shall dispose of HW/ORW to ensure the installation complies with DoD OEBCD and Navy policies, instructions and guidance.	<p>The Contractor shall coordinate with the CLDJ Environmental Programs Office for disposal procedures. The Contractor shall stage material and assist DLA with the removal operations of HW/ORW from the storage facility.</p> <p>The Contractor shall maintain the HW/HM/ORW disposal database current. The Government will provide HW disposal documentation to the contractor for record keeping purposes once it is received from the Environmental Officer of the COD from the Government authorized disposal agency/contractor.</p> <p>The Contractor shall be responsible for maintaining all HW disposal records for each shipment:</p> <p>(1) Waste Profile Records shall be provided with supporting</p>	HW disposal complies with DoD OEBCD and Navy policies, instructions and guidance.

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>documentation including written communication and/or test results for review and approval per Section F.</p> <p>(2) Waste classification codes shall be assigned within 10 working days prior to disposal. Assigned codes shall depict actual waste or material conditions.</p> <p>(3) Each container shall be weighed prior to shipment and actual weight shall be entered in HM/HW/ORW database within five working days.</p> <p>The Contractor shall submit a monthly Hazardous Waste Disposal Report (HWDR) identifying the quantity and classification of waste disposed, per Section F.</p>	
3.2	Oil and Hazardous Substance (OHS) Spill Response and Cleanup Ashore	The Contractor shall provide OHS spill response and cleanup to minimize damage to property or risk of human exposure and to ensure the installation complies with DoD OEGBD	The Contractor shall comply with all oil and hazardous substance spill response and cleanup DoD OEGBD and Navy	Oil and hazardous substance spill response and cleanup comply with DoD OEGBD and Navy policies, instructions and guidance. No documented citations

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		and Navy policies, instructions and guidance.	policies, instructions and guidance. Informational Note: Historically, there have been approximately 12 occurrences of oil and hazardous substance spills annually.	such as NOV, warning letters or citizen suits due to Contractor's non-performance, mismanagement or negligence.
3.2.1	Oil and Hazardous Substance Spill Containment	The Contractor shall contain spills to minimize damage to property and risk of human exposure, and to ensure the installation complies with DoD OEBCD and Navy policies, instructions and guidance.	The Contractor shall coordinate with the installation's Oil and Hazardous Substance Spill Response Coordinator. The Contractor shall be capable of responding to spills 24 hours a day, seven days a week and provide primary and alternate contact information including contact names and phone numbers. The Contractor shall respond on-site within one hour of spill notification, commence cleanup within one hour of arrival on-site, and work continuously until the spill is removed and prepared for disposal. Within 30 minutes of on-site arrival, the Contractor shall provide an initial spill assessment report to the installation's Facility Incident Commander via the KO or designee.	The Contractor is on-site within one hour of spill notification from the installation environmental office and commences cleanup within one hour of arrival on-site and works continuously until the spill is contained. A spill assessment is provided to the installation's Facility Incident Commander via the KO within 30 minutes of on-site arrival. Spill containment complies with DoD OEBCD and Navy policies, instructions and guidance.
3.2.2	Oil and Hazardous Substance Spill Cleanup and Disposal	The Contractor shall clean up spills to minimize damage to property or risk of human exposure and to ensure the installation complies with DoD OEBCD and Navy policies, instructions and guidance.	The Contractor shall clean up spills to minimize damage to property or risk of human exposure. Spilled materials shall be removed from the spill site within seven days after the cleanup is complete. Disposal shall be accomplished per Spec Item 3.1 above.	Spill cleanup and disposal complies with DoD OEBCD and Navy policies, instructions and guidance. Spilled materials are removed within seven days after cleanup is complete.

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor's limit of liability for Oil and Hazardous Substance Spill Cleanup is \$5,000 of direct labor and material per spill cleanup. The Contractor shall notify the KO upon identification that the spill cleanup will exceed the limit listed above in accordance with reporting requirements in 0200000 Management and Administration. Non-recurring work may be issued for cleanup exceeding the Contractor's liability limit.</p> <p>The Contractor shall notify CLDJ IEPD prior to covering spill areas with soil or other containment materials.</p>	
3.2.3	Oil and Hazardous Substance Spill Reporting and Documentation	The Contractor shall provide spill response documentation to ensure the installation complies with Federal, and local statutes and regulations, and with DoD and Navy policies, instructions and guidance.	The Contractor shall provide required documentation such as spill location, time of spill, spill source, severity and type of spill, responding actions, and any test results to the installation KO. Spill documentation shall be submitted per Section F.	<p>Spill response documentation is provided to the installation within three working days after cleanup is complete.</p> <p>Spill documentation complies with DoD OEBGD and Navy policies, instructions and guidance.</p>

1800000 – Environmental				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to non-recurring ELINs for task listings, descriptions, and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance standards for non-recurring work will be the same as those in Spec Item 3 where applicable.	

Section E - Inspection and Acceptance

SECTION E:

E.1 ACCEPTANCE

The performance and quality of work delivered by the contractor, including services rendered and any documentation or written material compiled shall be subject to inspection, review, and acceptance by the Government.

E.2 CONTRACTOR QUALITY MANAGEMENT SYSTEM (QMS)

The Contractor shall establish and maintain a Quality Management System Program in accordance with the FAR 52.246-4, "INSPECTION OF SERVICES - FIXED PRICE" clause, Section E. Each phase of services rendered under this contract is subject to Government inspection, during the Contractor's operations and after completion of the tasks. The Government's Quality Assurance Surveillance Program is not a substitute for quality management by the Contractor. All findings of unsatisfactory or non-performed work will be administered in accordance with the "CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES" clause, Section E. All costs associated with rework are the responsibility of the Contractor. The Government reserves the right to choose the inspection methods to be used in implementing its Quality Assurance Program and to vary the inspection methods utilized during the work, without notice to the Contractor.

The Contractor shall develop and submit to the Contracting Officer, a Quality Management (QM) Plan for approval per Section F. A general description of the Contractor's QMS program shall be available for Government review during the preaward survey.

E.3 PERFORMANCE EVALUATION MEETINGS

a. The Contractor shall meet with the Government's representative weekly during the first six (6) months of the contract. Thereafter, meetings will be as often as necessary at the discretion of the Contracting Officer, but not less than monthly. A mutual effort will be made to resolve all problems identified. The written minutes of these meetings, prepared by the Government, shall be signed by the Contractor's representative and the Government's representative. Should the Contractor not concur with the minutes, the Contractor shall state, in writing, to the Contracting Officer any areas of disagreement within ten (10) calendar days.

b. The Government will periodically assess the Contractor's overall performance in the Contractor Performance Assessment System (CPARS) allowing for correction and documentation of substandard performance. The Contractor will be afforded an opportunity to comment on each evaluation performed. The Contractor has 30 calendar days to submit written comments on unsatisfactory ratings.

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	Government
0002	N/A	N/A	N/A	Government
0003	N/A	N/A	N/A	Government
0004	N/A	N/A	N/A	Government

CLAUSES INCORPORATED BY REFERENCE

252.246-7000 Material Inspection And Receiving Report MAR 2008

CLAUSES INCORPORATED BY FULL TEXT

5252.246-9303 CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES (OCT 2004)

The Contractor shall perform all of the contract requirements. The Government will inspect and assess Contractor performance in accordance with FAR 52.246-4, INSPECTION OF SERVICES - FIXED PRICE and the Section E provision entitled GOVERNMENT PERFORMANCE ASSESSMENT. The Government will require re-performance, withhold payment, or seek other suitable consideration for unsatisfactory or non-performed work. When defects can't be corrected by re-performance, the Government may reduce the price to reflect the reduced value of services performed.

(a) PROCEDURES. In the case of unsatisfactory or non-performed work, the Government:

(1) may give the Contractor written notice of observed deficiencies prior to withholding payment for unsatisfactory or non-performed work and/or assessing liquidated damages. Such written notice shall not be a prerequisite for withholding payment for non-performed work. The Government may specify, as provided for below, that liquidated damages can be assessed against the Contractor. Such liquidated damages are to compensate the Government for administrative costs and other expenses resulting from the unsatisfactory or non-performed work.

(2) may, at its option, allow the Contractor an opportunity to re-perform the unsatisfactory or non-performed work, at no additional cost to the Government. In the case of daily work, corrective action must be completed within **four (4) hours** of notice to the Contractor. In the case of other work, corrective action must be completed within **twenty-four (24) hours** of notice. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10) percent** of the value of all observed defects. The original inspection results of the Contractor's work will not be modified upon re-inspection. However, the Contractor will be paid for satisfactorily re-performed work.

(3) shall withhold from the Contractor's invoice all amounts associated with the unsatisfactory or non-performed work at the prices set out in the Schedule or provided by other provisions of this contract, unless the Contractor is required to re-perform and satisfactorily complete the work. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10) percent** of the value of all observed defects.

(4) may, at its option, perform the work by Government personnel or by other means. The Government will reduce the amount of payment to the Contractor, by the amount paid to any Government personnel (based on wages, retirement and fringe benefits) plus material, or by the actual costs incurred to accomplish the work by other means. If the actual costs cannot be readily determined, the prices set out in the Schedule will be used as the basis for the deduction. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10) percent** of the computed cost.

(b) The Contractor is responsible for maintaining an effective Quality Control Program during the course of the contract. Failure to maintain adequate quality control may result in Termination for Default.

(c) Re-performance by the Contractor does not waive the Government's right to terminate for nonperformance in accordance with FAR clause 52.249-8, DEFAULT (FIXED-PRICE SUPPLY AND SERVICE) of Section I and all other remedies for default as may be provided by law.

(d) When WATCHSTANDING SERVICES apply. If the Contractor fails to provide qualified personnel or allows any post to be unmanned for a total of **sixty (60)** minutes in any shift, the Government may assign other persons to perform such work or withhold payment as specified below;

(1) When Watchstanding Services are performed by Government employees, withholdings shall be computed based on the current Federal Pay Schedule including wages, retirement and fringe benefits of the Government employees (civilian or military) who actually performed the work. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10)** percent of the computed cost.

(2) When non-performed Watchstanding Services are obtained under another contract, the Government will withhold an amount equal to the cost to the Government under that contract. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10)** percent of the cost.

(3) If no guard replacement is furnished by the Government and the work is not performed, the Government will withhold an amount equal to the cost to the Government of having a Government employee perform the work. In addition, the Government can assess liquidated damages, as referenced above, in the amount of **ten (10)** percent of the computed cost.

(4) The Contractor will be held liable for property losses sustained by the Government as a direct, consequential result of a failure to furnish the required personnel.

(5) Computations of the costs for Government employees to perform work not performed by the Contractor shall be in conformance with FAR 52.222-42, STATEMENT OF EQUIVALENT RATE FOR FEDERAL HIRES.

5252.246-9304 ESTIMATING THE PRICE OF NONPERFORMED OR UNSATISFACTORY WORK (OCT 2004)

In the event the price of non-performed or unsatisfactory work cannot be determined from the prices set out in the Schedule, or on the basis of the actual cost to the Government, estimating methods may be used to determine an amount, which reflects the reduced value of services performed. The Government may estimate the cost using wage rates and fringe benefits included in the wage determinations included in the contract, Government estimates of the Contractor's overhead and profit rates, and Government estimates of material costs if applicable. Liquidated damages, to compensate the Government for administrative costs and other expenses resulting from the non-performed or unsatisfactory performance, will be calculated in accordance with the CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED WORK clause. (End of clause)

Section F - Deliveries or Performance

SECTION F:**F.1 LOCATION**

The work shall be located at Camp Lemonnier, Djibouti, Africa (CLDJ), Chabelley Air Field, Djibouti, Camp Simba, Manda Bay, Kenya, and at times other locations within the continent of Africa.

F.2 PHASE-IN AND PHASE-OUT TRANSITION PLAN

Pricing shall include applicable Phase-in of up to but no more than ninety (90) days and Phase-out costs. There is not a separately priced CLIN for phase-in and phase-out and such costs can be distributed however the offeror chooses. The Government recognizes that offerors may choose to front load these costs into the base year.

F.3. PERFORMANCE PERIOD OF CONTRACT

The contract term shall be for a base period of twelve (12) months with seven (7) option periods (twelve (12) months each),. The Government has the option to extend the term of the contract in accordance with "OPTION TO EXTEND THE TERM OF THE CONTRACT-SERVICES" (FAC 5252.217-9301) (JUN 1994) clause, Section I. If the Government requires a shorter base period or exercised an option for a period shorter than one (1) year, the proposed ELIN prices will be used as the basis for establishing the reduced period. The entire duration of the contract if all options are exercised is ninety-six (96) months.

F.4 eCMRA REPORTING REQUIREMENTS

In accordance with NMCARS 5237.102.90, 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>. 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>.

SECTION F: DELIVERIES OR PERF

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
Annex 2 Specification 0200000 - Management And Administration						
0200000/ 2.2.1.3	N/A	Request to Work Outside Government's Regular Working Hours	At least seven calendar days prior to requested day.	KO	1	As required
0200000/ 2.3.4	N/A	Permits and Licenses	Before work commences and as requested by the KO.	KO	1	As specified
0200000/ 2.3.5	N/A	Certificate of Insurance	Within 15 calendar days after award.	KO	1	As specified

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.6.7.1	N/A	Quality Management Plan	Within 15 calendar days after award and within seven calendar days of changes.	KO	1	As specified
0200000/ 2.6.7.2	N/A	QC Inspection File	Within five calendar days of completion/ termination of the contract.	KO	1	As specified
0200000/ 2.6.7.3	N/A	Contractor Quality Inspection and Surveillance Report	First work day of each month.	KO	1	Monthly
0200000/ 2.6.8	N/A	Property Management Plan	Within 45 calendar days after award.	KO	1	As specified
0200000/ 2.7.2	N/A	List of Key Personnel and Qualifications	Within 15 calendar days after award.	KO	1	As specified
0200000/ 2.7.2	N/A	Organizational Chart	Within 15 calendar days after award.	KO	1	As specified
0200000/ 2.7.3	N/A	Contractor Labor Hours (eCMRA) Report	No later than 31 October	KO	1	Annually for labor executed during the period of performance during each Government fiscal year (FY)
0200000/ 2.8.1	N/A	Employee List	Upon request.	KO	1	As required
0200000/ 2.8.7	N/A	Personnel Security Investigation (PSI) and Fingerprint Card (FD87)	Prior to employee access to sensitive unclassified information.	KO/ Security Manager	1	As required
0200000/ 2.9.1	N/A	Accident Prevention Plan	Within 15 calendar days after award and within seven calendar days of changes.	KO	1	As specified

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.9.2	N/A	Activity Hazard Analysis	Together with the Accident Prevention Plan and for changes.	KO	1	As specified
0200000/ 2.9.3	N/A	Occupational Risk and Compliance Plans and Programs	Together with the Accident Prevention Plan and for changes.	KO	1	As specified
0200000/ 2.9.5	J-0200000-XX	NAVFAC Contractor Incident Reporting System (CIRS)	Within five calendar days of accident.	KO	1	As required
0200000/ 2.9.5	J-0200000-XX	Weight Handling Equipment Accident Report	Within 30 calendar day of accident.	KO	1	As required
0200000/ 2.9.7	N/A	Monthly On-Site Labor Report	First work day of each month.	KO	1	Monthly
0200000/ 2.9.9	N/A	Safety Certifications	Within 15 calendar days after award and as old certifications expire.	KO	1	As specified
0200000/ 2.10.1.1	N/A	Water Conservation Plan	Within 15 calendar days after award and for changes.	KO	1	As specified
0200000/ 2.10.2.1	N/A	Class I ODS Report	Within 24 hours following delivery of refrigerant to DLA	KO	1	As required
0200000/ 2.10.2.3	N/A	Contractor Hazardous Material Inventory Log	Within 15 calendar days after the end of each calendar year and at termination of the contract.	KO	2	Annually
0200000/ 2.10.3	N/A	Sustainable Procurement and Practices Plan	Within 15 calendar days after award and within 15 calendar days after exercised option periods.	KO	1	Annually

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.10.3	N/A	Sustainable Delivery of Services Report	Within five calendar days after each contract period.	KO	1	Annually
0200000/ 2.10.3.2	N/A	Recovered Material Certification	As specified	KO	1	When a product containing recovered materials is equal to or better than the original and could be used.
0200000/ 2.18	N/A	Demobilization Plan	Not less than 30 days prior to contract expiration	KO	1	Contract expiration
Annex 4 Specification 0401000 – Force Protection						
0401000 / 3.5	N/A	PM Program and Schedule	Within 30 days prior to contract start	KO/ ISO	1	Annually, at Contract start, whenever equipment inventory changes occur
Annex 4 Specification 0402000—Fire & Emergency Services						
0402000/ 2.2.1	Contractor developed Place in G-2, Installation Folder	Certification, Training, And Licensing	Within 30 calendar days after contract award	KO, EM Regional Program Director	1	Once as specified and whenever changes in operational requirements occur
0402000/ 3	Contractor developed Place in ESAMS	Self-Assessment and Accreditation Plan	Within 30 calendar days after contract award	KO, EM Regional Program Director	1	Once as specified and whenever changes in operational requirements occur
0402000/ 3	Contractor developed Place in G-2, Installation Folder	Standard Operating Procedures (SOPs)	Within 30 days following award	KO	1	Once as specified

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0402000/ 3.1	Contractor developed	Ambulance Report	Within 14 days of the incident,	Naval Safety Center, KO, EMO		Once per incident
0402000/ 3.2	Per ESAMS	Fire Protection Response Reports	Within 24 hours of the incident	ESAMS	1	Once per incident
0402000/ 3.2	Per OPNAVINST 11320.23 NFIRS	Initial Fire Incident Report	Within 24 hours of the incident	KO, EMO	1	Once per incident
0402000/ 3.2.1	Per HMERP and SOPs Place in NFIRS	Hazards Response Documentation	Within 14 days of each occurrence of release of hazardous materials	KO, EMO	1	Once per occurrence
0402000/ 3.2.1.1	Contractor developed	CBRNE Emergency Response Plan	Within 30 calendar days after contract award	KO, EMO Region Fire Chief	1	Once as specified and whenever changes in operational requirements occur
0402000/ 3.2.1.1	Contractor developed	HM Spill Response Self- Assessment Reports Self- Assessment Report	Within 3 days of completion of drills	KO, EMO Region Fire Chief	1	Once per occurrence
3.2.2	Contractor developed	Technical Rescue Self-Assessment Reports Self- Assessment Reports Self- Assessment Report	Within 3 days of completion of drills	KO, EMO Region Fire Chief	1	Once per occurrence
0402000/ 3.2.3	Contractor developed Place in ESAMS	Fire Suppression Self-Assessment Report	Within 3 days of completion of drills	KO, EMO Region Fire Chief	1	Once per occurrence
0402000/ 3.3.3	NFIRS format Place in NFIRS	Fire and Emergency Incident Response Report	Within 3 days of the incident	KO Region Fire Chief	1	Once per incident
0402000/ 3.3.3	Per NFPA 921	Fire Investigation Report	Within 3 days of incident.	KO Region Fire Chief	1	Once per incident
0402000/ 3.4	Contractor developed	Fire Suppression Self-Assessment Report	Within 3 days of completion of drills	KO, EMO Region Fire Chief	1	Once per occurrence

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0402000/ 3.5	Contractor developed	Inspection Findings Report	Within 3 days after each inspection	KO, EMO	1	Once per occurrence
Annex 4 Specification 0403000—Emergency Management Services						
0403000/ 3.1.5	Contractor developed	Technical Library Access Plan	Within 15 calendar days following award	KO	1	Once as specified
0403000/ 3.2	Contractor developed	Certification and Training Plan For EDC Operators	Within 30 calendar days after contract	EM Regional Program Director	1	Semiannually thereafter as may be required
0403000/ 3.3.2	Contractor developed	Self-Evaluation Report (AAR)	Within ten days of completion of the exercise	KO, EMO	1	Once per each Exercise
0403000/ 3.4	Contractor developed	Annual Training Plan	Within 30 days following contract award and by 30 September thereafter	KO, EMO	1	Once as specified; annually
0403000/ 3.5	Contractor developed	Equipment Management Report	Within the first week of the following month and at any time within two hours following request	KO, EMO	1	Monthly; when requested
0403000/ 3.5. 1	Contractor developed	Preventive Maintenance (PM) Program	Within 30 calendar days following contract award	1 Once	1	Monthly
0403000 3/5.1	Contractor developed	Monthly PM Schedule and Unaccomplished PM Report	By the 25th day of the preceding month	KO, EMO	1	Monthly
0403000/ 3.6	Contractor developed	Self-Assessment Plan	Within 30 calendar days following award	KO, EMO	1	Once as specified
0403000/ 3.6	Contractor developed	Self-Assessment Evaluation Report	Within 30 calendar days following award Report	KO, EMO	1	Once as specified
Annex 5 Specification 0501050 – Airfield Facilities						

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0501050/ 2.2.3.1.3. .3	N/A	AVIOC Training and Licensing Records	As requested by the KO, Air Ops Officer, Ops Officer	KO, Air Ops Officer, Ops Officer	3	Once for initial submittal, then as requested
0501050 /3.1	N/A	Customer Satisfaction Summary Report Forms	Beginning of each week	KO, Air Ops Officer,	2	Weekly
0501050/ 3.1.3	N/A	Summary of Aircraft Supported & Services Performed	5 th day of following month	KO, Air Ops Officer,	2	Monthly
0501050/ 3.2	N/A	FOD Prevention Program	30 days of contract start	KO, Air Ops Officer,	2	Daily
0501050/ 3.2	N/A	FOD Prevention Reports	Prior to 8am	KO, Air Ops Officer,	2	Daily
0501050/ 3.4	N/A	Airfield Equipment Maintenance Plan	30 days following award/Annually	KO, Air Ops Officer,	2	Annually
0501050/ 3.4	N/A	Monthly Maintenance Schedule	Beginning of each month	KO, Air Ops Officer,	2	Monthly
0501050/ 3.4	N/A	Unaccomplished Maintenance Report	5th day of following month	KO, Air Ops Officer,	2	Monthly
Annex 5 Specification 0501070 – Passenger Terminal and Cargo Handling						
0501070/ 2.2.1	N/A	Certification, Training and Licenses	Within 15 days after award or as requested by the KO	KO, Air Operation s Officer and/or Operation s Officer	2	Once for initial submittal, then as requested
0501070/ 3.4	N/A	Station Traffic Handling Report	Within 3 days after start of month	KO, Air Operation s Officer	2	Monthly
0501070/ 3.4	N/A	Offshore Station On-Hand Report	End of business day	KO, Air Operation s Officer	2	Daily
0501070/ 3.4	N/A	Global Asset Report Tool (GART) Update	As required	KO, Air Operation s Officer	2	As required

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0501070/ 3.4	N/A	Short, Lost, Cannot Locate, and Pilfered Shipment Report	Per Occurrence, End of business day	KO, Air Operation s Officer	2	Each Occurrence
0501070/ 3.4	N/A	Over Shipment Report	Per Occurrence, End of business day	KO, Air Operation s Officer	2	Each Occurrence
0501070/ 3.4	N/A	MHE Mishap Report	Per Occurrence End of business day	KO, Air Operation s Officer	2	Each Occurrence
0501070/ 3.4	N/A	Mishandled Baggage Report and Summary	Per Occurrence, End of business day	KO, Air Operation s Officer	2	Each Occurrence
0501070/ 3.4	N/A	Aircraft Ground Handling Record	Per Aircraft Handled	KO, Air Operation s Officer	2	Each Aircraft Handled
0501070/ 3.6	N/A	MHE, FSE, and Vehicle Status Report	Daily	COR/PA R	2	No later than 0900 daily
Annex 7 Specification 0700000 – Ordnance						
0700000/ 2.2.1, 3.1.1	N/A	Certification and Licenses	Within 15 days after award or as requested by the KO	KO, ESO	1	Once for initial submittal, then as requested
0700000/ 2.2.5	N/A	Employee Physician's Certification	As requested by the KO	KO, ESO, Weapons Officer	1	As requested
0700000/ 2.4	N/A	Corrective Action Request (CAR) Status Report	First work day of each month	ESO, Weapons Officer	1	Monthly
0700000/ 2.4	N/A	Fire Symbol/NEW Report	First work day of each month	ESO, Weapons Officer	1	Monthly
0700000/ 2.4	N/A	Revised Fire Symbol/NEW Report	Whenever changes occur	ESO, Weapons Officer	1	When changes occur
0700000/ 2.4	N/A	Graphic Display of Ordnance Complex	30 days after contract start	ESO, Weapons Officer	1	Annually
0700000/ 3.2.1	N/A	Inventory Reconciliations and Corrections Report	30 days after contract start and within 5 days after start of month	Weapons Officer	1	Monthly
Annex 10 Specification 1001000 – Material Management						

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1001000/ 2.2.1	N/A	Certification, Training and Licenses	Within 15 days after award or as requested by the KO	KO	1	Once for initial submittal, then as requested
1001000/ 2.3.1	N/A	List of personnel requiring system access	Within 30 calendar days following contract award	KO	1	Once & Updated as Required
1001000/ 3.3.2	N/A	Physical Inventory of Stock Items	30 days after contract start	KO	1	Semi- Annually
1002000/ 3.2.1	N/A	Cargo-On-Hand Report	No later than 1400 hours each calendar day	KO	1	Daily
1002000/ 3.5.1,	N/A	Mail-On-Hand Report	No later than 1400 hours each calendar day	KO	1	Daily
1002000/ 3.5.1	N/A	Fleet Mail SOPs	Within 30 calendar days following award	KO	1	Once and when changes occur
1002000/ 3.5.2	N/a	Transient Personnel Movement SOPs	Within 30 calendar days following award	KO	1	Once and when changes occur
1001000/ 3.5.3	N/A	Downrange Mail- On-Hand Report	No later than 1400 hours each calendar day	KO	1	Daily
1001000/ 3.5.3	N/A	Downrange Mail SOPs	Within 30 calendar days following award	KO	1	Once and when changes occur
Annex 10 Specification 1002000 – Supply Services						
1002000/ 2.2.1	N/A	Certification, Training and Licenses	Within 15 days after award or as requested by the KO	KO	1	Once for initial submittal, then as requested
1002000/ 2.2.2	N/A	Security Classification Specification, Form DD254	Within 15 days after award or as requested by the KO	KO	1	Prior to being employed.

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1002000/ 2.3.1	N/A	List of personnel requiring system access	Within 30 calendar days following contract award	KO	1	Once & Updated as Required
1002000/ 2.3.3	N/A	Product Quality Surveillance Plan	Within 30 calendar days following contract award	KO	1	Once
1002000/ 3.1.1.1	N/A	HAZMAT Line Item Additions	Within 24-hours of identification	KO, EV	1	Upon identification
1002000/ 3.1.1.1	N/A	Recommended stock level changes	First working day of the month	KO, EV	1	Monthly
1002000/ 3.1.4	N/A	Customer HAZMAT Storage Area Assessment Plan	Within 30 calendar days of contract start.	KO, Customer, EV	1	Once and when changes occur
1002000/ 3.1.9	N/A	Customer HAZMAT Storage Area Assessment Results	Within 3 working days of assessment	KO, Customer, EV	1	Semi- Annually
3.2.1.2	N/A	Product Quality Surveillance Record	Within 1 calendar day of request	KO, Fuels Officer		On request, end of contract
3.2.1.2	N/A	Fuel Sampling Log	Within 1 calendar day of request	KO, Fuels Officer	1	As requested
1002000/ 3.2.1.3	N/A	FAS Reports including pass down logs, fuel receipts, and daily summary reports	By 1000 hours each calendar day	Governme nt fuel accountin g office	1	Daily
1002000/ 3.2.1.3	N/A	Fuel Service Data Tables	5 th workday of each month	KO, Fuels Officer	1	Monthly
1002000/ 3.2.2.1	N/A	Fuel Consumption Report	First working day of the month	KO, Fuels Officer	1	Monthly
1002000/ 3.3	N/A	Mail Services SOP	Within 30 calendar days following award	KO	1	Once and when changes occur
Annex 12 Specification 1200000 – Moral Welfare and Recreation (MWR)						
1200000/ 2.2.1	N/A	Certification and Licenses	Within 15 days after award or as requested by the KO	KO/MWR Site Director	2	Once for initial submittal, then as requested

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1200000/ 3, 3.1.1	N/A	Standard Operating Procedures (SOPs)	Within 30 days following contract award	KO/MWR Site Director	2	Annually thereafter and as changes occur.
1200000/ 3	N/A	Patron Usage Statistics	When requested	KO/MWR Site Director	2	Monthly
1200000/ 3.1.1	N/A	Customer Feedback Summary Report	Within 5 days following beginning of month	KO/MWR Site Director	2	Monthly
1200000/ 3.1.1	N/A	Customer Feedback Cards	Within 5 days following beginning of month	MWR Site Director	1	As Requested
1200000/ 3.1.1	N/A	Evaluation Report for Trips, outings and Special Events	Within five days following completion of each trip	KO/MWR Site Director	2	Each trip, outing and special event
1200000/ 3.1.1	N/A	Customer Survey Action Response Report	Within 30 days following completion of survey	KO/MWR Site Director	2	Annually
1200000/ 3.1.2	N/A	Marketing Plan	Within 30 days following contract award and annually thereafter	KO/MWR Site Director	2	Annually and upon request
1200000/ 3.1.3	N/A	Daily Walk- Through Deficiencies Report	Within one working day following walk- through inspections	KO/MWR Site Director	2	Daily
1200000/ 3.2,	N/A	Annual Fitness Center Schedule of Events	Within 30 calendar days following award, by 30 April thereafter	KO/MWR Site Director	2	Annually
1200000/ 3.2	N/A	Monthly Updated Schedule of Events	Within 15 calendar days prior to the applicable month	KO/MWR Site Director	2	Monthly
1200000/ 3.3	N/A	Annual Community Support Schedule of Events	Within 30 calendar days following award, by 30 April thereafter	KO/MWR Site Director	2	Annually

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1200000/ 3.3	N/A	Monthly Updated Schedule of Events	Within 15 calendar days prior to the applicable month	KO/MWR Site Director	2	Monthly
1200000/ 3.3	N/A	Activity Plan for Trips, Outings and Special Events	Prior to each event	KO/MWR Site Director	2	Upon Request
1200000/ 3.3.4	N/A	Safety Plan	Within 30 days following contract award and as changes occur	KO	1	Annually
1200000/ 3.3.5	N/A	Library Materials Acquisitions Plan	Within 30 days following contract award and as changes occur	KO	1	Annually
1200000/ 3.3.5	N/A	Library Operation Annual report	Within 30 days after the end of the fiscal year	Naval General Library Program via KO	1	Annually
Annex 13 Specification 1300000 – Galley						
1300000/ 2.2.1	N/A	Certification, Training and Licenses	Within 15 days after award or as requested by the KO	KO	1	Once for initial submittal, then as requested
1300000/ 3	J-1300000-03	Customer Survey Monthly Summary	Within five days after the end of each month	KO	2	Monthly
1300000/ 3.1	N/A	Contingency Plan	Within 30 days after contract award	KO, FSO	2	As Specified
1300000/ 3.1.1	N/A	Cycle Menu	Within 30 days after contract award and 45 days prior to the end of each calendar year	KO	2	As Specified
1300000/ 3.1.1	N/A	Menu Change Approval Request	Within 7 days prior to day of menu change	FSO, KO	2	As Specified
1300000/ 3.1.2.1	N/A	NAVSUP Form 335 Subsistence Ledger	End of each workday	NAVSUP personnel utilizing FSM	2	Daily

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1300000/ 3.1.2.2	N/A	Consumable Supply Invoices	Within five days after the end of each month	KO	2	Monthly
1300000/ 3.2	N/A	NAVSUP Form 1090 Food Preparation Worksheet	End of each workday	NAVSUP personnel utilizing FSM	2	Daily
1300000/ 3.3.1	N/A	NAVSUP Form 1359 General Mess Summary Document	5 th day of each Month	NAVSUP personnel utilizing FSM	1	Monthly
1300000/ 3.4.3	N/A	Replacement Request for Damaged Items	After each inventory	FSO, KO	2	Twice per month after each inventory
1300000/ 3.5	N/A	Schedule for Housekeeping and Sanitation Services	Within 30 days after contract award	KO	2	As Specified
1300000/ 3.6	N/A	Integrated Maintenance Plan	Within 30 days after contract award	KO	1	Annually and any time a change is made to the schedule
1300000/ 3.6	N/A	Monthly IMP schedule.	By the 25th day of each month	KO	1	Monthly
Annex 14 Specification 1402000 – Unaccompanied Housing						
1402000/ 3.1	N/A	Monthly Summary of Customer Comments and All Supporting Individual Comment Cards	Within 5 days after end of each month	Housing Officer	1	Monthly
1402000/ 3.2.1	N/A	Plan/Schedule of Change of Occupancy Services	Within 5 days after the end of each quarter	Housing Officer/K O	2	Quarterly
1402000/ 3.2.1	N/A	Inventory and Condition Inspection Report	Within 5 days of each COS	Housing Officer	2	Upon completion of each COS
Annex 15 Specification 1501000 – Facility Management						
1501000/ 3.1	N/A	Weekly Workload Report	By 0900 hrs Monday of each week ^t	KO, PWO	2	Weekly
1501000/ 3.2.1	N/A	Summary of MAXIMO Asset Changes	As specified	KO	1	Monthly and when changes are made

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1501000/ 3.3.2	N/A	Technical Library Documentation	Within 1 hour of request	Requestin g Customer	1	Upon Request
1501000/ 3.4	N/A	Data Calls	Within 2 hours of receipt of request for verbal or minimal written responses, otherwise within Government provided timeframe	KO, Requestin g Customer	2	Upon Request
Annex 15 Specification 1502000 – Facility Investment						
1502000/ 2.2.1	N/A	Certification and Licenses	Within 15 days after award or as requested by the KO	KO	1	Once for initial submittal, then as requested
1502000/ 3.23.1	N/A	Service Order Summary Report	First work day of each month	KO	2	Monthly
1502000/ 3.2	N/A	Preventive Maintenance (PM) Program Plan	30 calendar days after contract award	KO	2	Annually
1502000/ 3.2	N/A	Monthly PM Work Schedule	Five work days prior to the beginning of each month	KO	1	Monthly
1502000/ 3.2.15	N/A	Quarterly LAM and Tent Inspection and Maintenance Plan	30 days after contract aware	KO, Chebelley Base Engineer	2	Quarterly
1502000/ 3.2.4	N/A	Ground Test Results	First work day of each month	KO, ESO, Weapons Officer	1	Monthly
1502000/ 3.3	N/A	Inspection, Testing, and Certification Program Summary Report	First work day of each month	KO	2	Monthly
1502000/ 3.3	N/A	Inspection, Testing and Certification Schedule and Equipment Certifications	First work day of each month	KO	2	Monthly

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1502000/ 3.3.5	N/A	Inspection and Test Report for Vertical Transportation Equipment	First work day of each month	KO	2	Monthly
1502000/ 3.4	N/A	Other Recurring Services Program Summary Report	First work day of each month	KO	2	Monthly
1502000/ 3.4.6	N/A	Waste2Water Monitoring Report	First work day of each month	KO, N4 EV	1	Monthly
1502000/ 3.4.7	N/A	Fire Hydrant Flow Testing Program Report	15 days prior to contract start	KO	1	Annually
1502000/ 3.4.7	N/A	Fire Hydrant Flow Test Report	Within 5 days after completion of testing	KO	1	Annually
Annex 15 Specification 1503010 – Custodial						
1503010/ 3.1	N/A	Annual Work Schedule	15 days prior to contract start.	KO	1	Within 15 days prior to contract start and annually thereafter
1503010/ 3.1	N/A	Monthly Work Plan	First work day of each month	KO	2	Monthly
Annex 15 Specification 1503020 – Pest Control						
1503020/ 2.2.1		Copy of State Certification for Contractor Personnel	15 calendar days prior to start of work. Copies of renewed certifications shall also be submitted.	KO	2	As required
1503020/ 2.3.1		Permits	5 days prior to the start of work requiring permits.	KO	2	As required
1503020/ 2.3.4		Ultra-Low Volume (ULV) Equipment Calibration and Droplet Analysis Report	15 days prior to the start of work and thereafter every 50 hours of ULV equipment use.	KO	2	As required

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1503020/ 2.3.5	J-1503020-02	Planned Pesticide Use Sheets including Pesticide Labels and Material Safety Data Sheets (MSDS)	15 calendar days prior to start of work. Note: Any proposed changes in pesticide usage shall be submitted for KO approval at least 5 business days in advance of pesticide use.	KO	2	1 for each pesticide per pest as required
1503020/ 3	J-1503020-04	Contractor's Work Plan	15 calendar days prior to start of work.	KO	2	1 per proposal
1503020/ 3		Report of Conditions Conducive to Pest Infestation	1 working day after citing conditions.	KO	2	As required
1503020/ 3.2.1		Summary of Completed Service Orders Report	Monthly, within 5 working days of beginning of month.	KO	2	As required
1503020/ 3.3	J-1503020-11	Report of Pest Management Operations	Electronically once per month by the 15th of the following month	KO	2	Monthly
Annex 15 Specification 1503030 – Integrated Solid Waste Management (ISWM)						
1503030 / 2.3.1, 3.3	N/A	Weight Tickets	As specified	KO	12	With the monthly invoice
1503030/ 3	N/A	Incinerator Plant Contingency Plan	Within 30 days following award	KO, EV	2	Once. Update as changes occur.
1503030 / 3.1	N/A	Solid Waste Collection Schedule	As specified	KO	1	15 days prior to contract start/Annually
1503030/ 3.2	N/A	Incinerator Plant Contingency Plan	Within 30 days following award	KO, EV	2	Once. Update as changes occur.
1503030 / 3.2	N/A	Incinerator Plant Operating Logs	Within five days of start of month	KO	1	Monthly
1503030 / 3.2	N/A	Fuel Logs	Within five days of start of month	KO	1	Monthly

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1503030/ 3.3.4	N/A	Mattress Disposal Plan	Within 15 days of contract start	KO	1	Once and when changes occur
1503030 / 3.6	N/A	PM Program and Work Schedule	Within 15 days of contract start	KO	1	Annually
Annex 15 Specification 1503050 – Grounds Maintenance and Landscaping						
1503050/ 2.3.1	N/A	Water Conservation Plan	15 days prior to contract start	KO	1	15 days prior to contract start/ Annually
1503050 / 3	N/A	MSDS sheets and catalog cut sheets or samples for fertilizer and mulch	As specified	KO	2	As required
1503050 / 3	N/A	Monthly Work Schedule	5 days prior to start of month	KO	2	Monthly
1503050 / 3.1	N/A	Tree Maintenance Schedule	15 days prior to contract start	KO	2	Semi- Annually
1503050 / 3.3	N/A	Debris Removal Schedule	5 days prior to start of month	KO	2	Monthly
1503050 / 3.1.7	N/A	Maintenance of Xeriscape Areas	15 days prior to contract start	KO	2	Annually
Annex 15 Specification 1503060 – Pavement Clearance						
1503060 / 3.1	N/A	Pavement Sweeping Schedule	15 working days after award and 15 working days after the start of each option year	KO	2	Annually
Annex 16 Specification 1601000 – Utility Management						
1601000 / 2.5	N/A	Utility Contingency Plans	15 days prior to contract start	KO, UEM	2	Annually and when updated
1601000 / 3.1.1	N/A	Utility Maps	At the end of the following work day when updates are required	KO, UEM	1	Upon request
1601000 / 3.1.2	J-1601000-06	Utility Outage Report	At the end of the following work day	KO, UEM	2	As required
1601000 / 3.1.3	N/A	Monthly Meter Reading Report	By the 25 th day of each month	KO, UEM	2	Monthly
1601000 / 3.2.1	N/A	Inventory Change Report	At the end of the following work day when updates are required	KO, UEM	2	As required

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
Annex 16 Specification 1602000 – Electrical						
1602000/ 3	N/A	Electrical Power Generation Contingency Plan	Within 30 days following award	KO, UEM	2	Once. Update as changes occur.
1602000 /3	N/A	Critical Spare Parts Inventory	15 days after award	KO	4	Once. Update if the requirements change.
1602000 / 3.1	N/A	Standard Operation Procedures	Within 30 days after contract start and within five days of any changes	KO	4	Once. Update if the requirements change.
1602000 / 3.1.1	N/A	Standard Operation Procedures- Plant Controls and Monitoring System	Within 30 days after contract start and within five days of any changes	KO, UEM	4	Once. Update if the requirements change.
1602000 / 3.1.2	N/A	Operating Records Report,	3 days after following the end of the month during which work is performed	KO, UEM	4	Monthly
1602000 / 3.3	N/A	Integrated Maintenance Program (IMP) for Electrical Control Systems	15 days after award	KO, UEM	4	Annually and any time a change is made to the schedule
1602000 / 3.3	N/A	Integrated Maintenance Program (IMP) for Electrical Power Generation Systems	15 days after award	KO, UEM	4	Annually and any time a change is made to the schedule
1602000 / 3.3	N/A	Integrated Maintenance Program (IMP) for Electrical Transmission and Distribution Systems	15 days after award	KO, UEM	4	Annually and any time a change is made to the schedule
1602000 / 3.3	N/A	Unaccomplished maintenance report	3 days after following the end of the month	KO, UEM	4	Monthly

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1602000 / 3.3.1	N/A	Monthly IMP Schedule and Maintenance Status Report for Electrical Control Systems	By the 25 th day of each month	KO, UEM	2	Monthly
1602000 / 3.3.2	N/A	Monthly IMP Schedule and Maintenance Status Report for Electrical Power Generation Systems	By the 25 th day of each month	KO, UEM	2	Monthly
1602000 / 3.3.3	N/A	Monthly IMP Schedule and Maintenance Status Report for Electrical Transmission and Distribution Systems	By the 25 th day of each month	KO, UEM	2	Monthly
1602000 / 3.3	N/A	Repair status report	3 days after following the end of the month	KO, UEM	4	Monthly
1602000 / 3.3	N/A	Summary of maintenance and repair accomplished under the IMP report	3 days after following the end of the month	KO, UEM	4	Monthly
1602000 / 3.4.1	N/A	Standard Operating Procedures	Within 30 days after contract start and within five days of any changes	KO, Chebelley BCE	2	Once. Update if the requirements change.
1602000 / 3.4.1	N/A	Critical Spare Parts List	15 days after award	KO, Chebelley BCE	2	Once. Update if the requirements change.
1602000 / 3.4.2	N/A	Preventive Maintenance Program	15 days after award	KO, Chebelley BCE	2	Annually and any time a change is made to the schedule

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1602000 / 3.4.2	N/A	PM Monthly Report	30 days after award	KO, Chebelley BCE	2	Once. Update if the requirements change.
1602000 / 3.4.3	N/A	Operating Records Report	3 days after following the end of the month during which work is performed	KO, Chebelley BCE, PAR	2	Monthly
Annex 16 Specification 1604000 – Wastewater						
1604000/ 3	N/A	Wastewater Plant Contingency Plan	Within 30 days following award	KO, UEM	2	Once. Update as changes occur.
1604000 /3	N/A	Critical Spare Parts Inventory	15 days after award	KO, UEM	2	Once. Update if the requirements change.
1604000 / 3.1	N/A	Standard Operation Procedures	Within 30 days after contract start and within five days after making changes to any plant operating procedure, equipment or component.	KO and Onsite	2	Once. Update if the requirements change.
1604000 / 3.1	N/A	Notification of Unsafe Conditions Report	Immediately upon discovery.	KO, UEM	2	Each discovery.
1604000 / 3.1.1	N/A	Laboratory Analysis of Wastewater Effluent Report	Within 2 days of discovery when found non- compliant. 4 days after the end of the month if compliant.	KO, UEM	2	Monthly or within 2 days if found non- compliant
1604000 / 3.1.2	N/A	Schedule of Operator Attendance	7 days prior to the start of work Within 2 days of Request	KO, UEM	2	7 days prior to the start of work and as requested
1604000 / 3.1.3	N/A	Wastewater Treatment Operating Records, Logs and Reports	3 days after the end of the month during which work is performed	KO, UEM	2	Monthly

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Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1604000 / 3.2	N/A	Integrated Maintenance Program (IMP) for Wastewater Control Systems	15 days after award	KO, UEM	2	Annually and any time a change is made.
1604000 / 3.2	N/A	Maintenance Program (IMP) for Wastewater Treatment Facility	15 days after award	KO, UEM	2	Annually and any time a change is made.
1604000 / 3.2	N/A	Maintenance Program (IMP) for Wastewater Collection Systems	15 days after award	KO, UEM	2	Annually and any time a change is made.
1604000 / 3.2	N/A	Schedule to Replace Expendable Components	15 days after award	KO, UEM	4	Annually and any time a change is made.
1604000 / 3.2.1	N/A	Monthly IMP Schedule and Maintenance Status Report for Wastewater Control Systems	By the 25 th day of each month	KO, UEM	2	Monthly
1604000 / 3.2.2	N/A	Monthly IMP Schedule and Maintenance Status Report for Wastewater Treatment Facility	By the 25 th day of each month	KO, UEM	2	Monthly
1604000 / 3.2.3	N/A	Monthly IMP Schedule and Maintenance Status Report for Wastewater Collection Systems	By the 25 th day of each month	KO, UEM	2	Monthly
1604000 / 3.3	N/A	Inspection Program and Schedule	15 days after award	KO	4	Annually and any time a change is made.
1604000 / 3.3	N/A	Inspection Reports and CCTV Footage	15 days after performance of the work	KO	4	As required
1604000 / 3.3.2	N/A	Manhole Photographs and Reports	15 days after performance of the work	KO	4	As required

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1604000 / 3.3.3	N/A	Wet Well Photographs and Reports	15 days after performance of the work	KO	4	As required
1604000/ 3.4.1	N/A	Pipeline Cleaning Schedule	15 days after award	KO	4	Annually and any time a change is made.
1604000/ 3.4.1	N/A	Sampling Records	Within 2 days of sampling	KO	2	As required
1604000/ 3.4.3	N/A	Septic Tank and Holding Tank Servicing Schedule	15 days after award	KO, UEM	2	Annually and any time a change is made.
1604000/ 3.4.4	N/A	Portable Toilet and Hand-washing Unit Servicing Schedule	15 days after award	KO, UEM	2	Annually and any time a change is made.
Annex 16 Specification 1606000 – Water						
1606000/ 2.2.1	N/A	Proof of all Certification, Training, and Licensing Requirements	Within 30 days following award	KO, UEM	2	Once. Update as changes occur.
1606000/ 3	N/A	Critical Spare Parts Inventory	Within 30 days following award	KO, UEM	2	Once. Update if the requirements change.
1606000/ 3	N/A	Water Plant Operation Contingency Plan	Within 30 days following award	KO, UEM	2	Once. Update as changes occur.
1606000/ 3.1	N/A	Standard Operating Procedures	15 days after award and 5 days after changes	KO, UEM	2	As required
1603000/ 3.1	N/A	Notification of Unsafe Conditions Report	Within 24 hours of occurrence	KO, UEM	4 ea. per occurrenc e	As Specified
1606000/ 3.1.1	N/A	Laboratory Sampling and Analysis	Within two days of occurrence	KO, UEM	2	As Specified
1606000/ 3.1.3	N/A	Operating Records, Logs, and Reports	3 days following the end of the month	KO, UEM	2	Monthly

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
1606000/ 3.2	N/A	Integrated Maintenance Program (IMP) for Water Control Systems	Within 15 days following award	KO, UEM	2	As specified
1606000/ 3.2	N/A	Integrated Maintenance Program (IMP) for Water Production System	Within 15 days following award	KO, UEM	2	As specified
1606000/ 3.2	N/A	Integrated Maintenance Program (IMP) for Water Distribution System	Within 15 days following award	KO, UEM	2	As specified
1606000/ 3.2.1	N/A	Monthly IMP Schedule and IMP Maintenance and Repair Status Report for Water Control Systems	3 days following the end of the month	KO, UEM	2	Monthly
1606000/ 3.2.2	N/A	Monthly IMP Schedule and IMP Maintenance and Repair Status Report For Water Production Systems	3 days following the end of the month	KO, UEM	2	Monthly
1606000/ 3.2.3	N/A	Monthly IMP Schedule and IMP Maintenance and Repair Status Report for Water Distribution Systems	3 days following the end of the month	KO, UEM	2	Monthly
1606000/ 3.3	N/A	Inspection, Testing and Certification Program and Schedule	Within 30 days following award	KO, UEM	2	As Specified
1606000/ 3.3	N/A	Inspection, Testing, and Certification Program Summary Report	As specified	KO, UEM	2	As specified
1606000 / 3.4.1	N/A	Valve and Fire Hydrant Exercising Schedule	Within 15 days following award	KO, UEM	2	Monthly

SECTION F: DELIVERIES OR PERFORMANCE DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
Annex 17 Specification 1700000 – Base Support Vehicles and Equipment (BSVE)						
1700000/ 2.3.4.4	N/A	Temporary Suspension of Downtime Accumulation	Within two hours of notice to the Contractor that the material delays will cause the downtime standard to be missed.	KO	2	As required
1700000/ 3.3	N/A	Maintenance Schedule	By the 25 th day of the preceding month	KO	2	Monthly
1700000/ 3.3	N/A	Vehicle Accident Reports	Within five calendar days of the start of the month	KO	2	As required
1700000/ 3.3..2	N/A	Schedule for Testing and Certification	Annually and as required after repairs	KO	2	As required
1700000/ 3.3..2	N/A	Testing and Certification Qualifications	Prior to start of contract, annually and, prior to a new employee starting work	KO	2	As required
1700000/ 3.3.3	N/A	Preventive Maintenance Plan	15 calendar days prior to the start of work and annually	KO	2	Annually
Annex 18 Specification 1800000 – Environmental						
1800000/ 2.2.1	N/A	Training Plan	15 days after award/ Annually	KO	1	Annually
1800000/ 2.2.1	N/A	Training Documentation	15 days after award/ Annually	KO	1	Once
1800000/ 3.1.3	N/A	Waste Profile Record	10 days prior to shipment/ each shipment	KO/ Installatio n Environm ental Programs Office	2	Each Shipment
1800000/ 3.1.3	N/A	Hazardous Waste Disposal Report	10 days after the end of the reporting period	KO/ Installatio n Environm ental Programs Office	2	Monthly

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	N/A

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
52.242-17	Government Delay Of Work	APR 1984
52.247-34	F.O.B. Destination	NOV 1991

Section G - Contract Administration Data

SECTION G:**G.1 CONTRACT ADMINISTRATION**

This solicitation will result in the award of one (1) contract. Upon award of this contract, Contract Administration shall be assigned to the following Facilities Contracting Department:

The Procuring Contracting Officer for this procurement is:

Dawn Cail
NAVFAC Atlantic, ACQ22
6506 Hampton Blvd.
Norfolk, Virginia 23508
Email: dawn.cail@navy.mil
Telephone: 757-322-8235

The Contract will be administered by:

FEAD DJIBOUTI
PWD NAVFAC
(N-4) BLDG 211
CAMP LEMONNIER, DJIBOUTI
PSC 831 BOX 0043
FPO AE 09363-0043

G.2 RELEASE OF CLAIMS

The contractor shall, with the final invoice for the base term and each option period, provide a release of claims worded similar to the following:

The undersigned Contractor does, and by the receipt of said sum shall for itself, its successors and assigns, remise, release and forever discharge the Government, its officers, agents, and employees, of and from all liabilities, obligations and claims whatsoever in law and in equity under or arising to day out of said contract.

G.3 INVOICING INSTRUCTIONS

Listed below are the two possible ways the invoices for services rendered under this contract shall be submitted/processed. The election of which method will be utilized will be made at time of award. [If the awardee is a US firm, WAWF/IrAPT invoicing will be required; if the awardee is a foreign firm with access to a US bank, WAWF/IrAPT invoicing will be used; if the awardee is a foreign firm without access to a US bank, non-WAWF/IrAPT invoicing will be utilized]. Please note that whether or not a firm has access to a US bank will NOT be considered as part of the evaluation process. A post-award modification will be executed to remove the invoicing instructions and/or clauses that are not applicable once the invoicing method has been determined.

1) NON- WAWF/IrAPT Invoice Processing

a. The Contractor shall submit invoices monthly to the Contracting Officer in original and one (1) copy for services provided. Payment will be based on invoices submitted by the Contractor for satisfactorily completed work. Invoices will be processed for payment upon verification of work actually performed and receipt of required Contractor submittals. Invoices for the work shall be formatted in accordance with the samples provided in the pre-performance conference and submitted with copies of the DD 1155 and, in case of modification to the subject contract. Landfill tickets shall be provided with invoices, if applicable. The Contracting Officer is required to accept

only one invoice per month. Invoices should be hand carried the first week of each month, during the Government's regular working hours, to:

FEAD DJIBOUTI
 PWD NAVFAC
 (N-4) BLDG 211
 CAMP LEMONNIER, DJIBOUTI
 PSC 831 BOX 0043
 FPO AE 09363-0043

The Contracting Officer will discuss invoicing procedures as regarding the Recurring Work Items portion of the work during the pre-performance conference. The Contractor should anticipate invoicing monthly for a prorated portion ($1/12^{\text{th}}$) of the Recurring work; however, the Government reserves the right to require itemized invoices for all Recurring work.

b. An invoice is a written request for payment under the contract, for supplies delivered or for services rendered. In order to be proper, an invoice must include as applicable the following:

- (1) Invoice date;
- (2) Name of Contractor;
- (3) Contract number (including order number if any), contract line item number, contract description of supplies or services, quantity, contract unit of measure and unit price, and extended total;
- (4) Shipment number and date of shipment (bill of lading number and weight of shipment will be shown for shipments on Government bills of lading);
- (5) Name and address to which payment is to be sent (which must be the same as that in the contract or on a proper notice of assignment);
- (6) Name (where practicable), title, phone number and mailing address of person to be notified in event of an improper invoice;
- (7) Any other information or documentation required by other provisions of the contract (such as evidence of shipment);

Invoice shall be prepared and submitted in original and 1 copy (one copy shall be marked "original") unless otherwise specified.

c. For Contract Line Items that are composed of Subcontract Line Items, the invoice shall reflect each Subcontract Line Item and the amount under each that is included in the invoice.

2) WAWF/IrAPT Invoice Processing

A. Invoices for services rendered under this contract shall be submitted electronically through Wide Area Work Flow (WAWF), in accordance with DFARS 252.232-7006, Electronic Submission of Payment Requests (March 2008) using Wide Area Work Flow (WAWF) and DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

B. Invoices for Non-Recurring/Task Order work shall be processed according to the guidance submitted within each task order placed under this contract. Specific invoicing instructions as required by DFARS 252.232-7003. "NOTE: ROUTING TABLE INFORMATION WILL BE PROVIDED ON INDIVIDUAL TASK ORDERS."

C. To comply with the clause 252.232.7003, Electronic Submission of Payment Requests (March 2008), the contractor is required to register for WAWF/IrAPT at <https://wawf.eb.mil/>. WAWF/IrAPT training is available from the WAWF/IrAPT main web site, or directly at: <http://www.wawftraining.com>. WAWF/IrAPT questions should be directed to the WAWF/IrAPT helpdesk at 866-618-5988.

G.4 INSTRUCTIONS TO ADMINISTRATIVE CONTRACTING OFFICES AND PAYING OFFICES

a. The Contract Administrative/Purchasing Office for this contract is:

FEAD DJIBOUTI
 PWD NAVFAC
 (N-4) BLDG 211
 CAMP LEMONNIER, DJIBOUTI
 PSC 831 BOX 0043
 FPO AE 09363-0043

b. Payments will be made by:

COMMERICAL BILL PAYING OFFICE - NAPLES
 NSA, COMPTROLLER DEPT.
 ADMIN III
 VIALE FULCO RUFFO DE CALABRIA
 NAPOLI 80144

G.5 MODIFICATION PROPOSALS- PRICE BREAKDOWN

a. The Contractor, in connection with any proposal he makes for a contract modification, shall provide a price breakdown, itemized as required by the Contracting Officer. Unless otherwise directed, the breakdown shall contain sufficient detail to permit an analysis of all material, labor, equipment, subcontract, and overhead costs, as well as profit, and shall cover all work involved in the modification, whether such work was deleted, added, or changed. Any amount claimed for subcontractors shall be supported by a similar price breakdown.

b. In addition, if the proposal includes a time extension, a justification thereof shall also be furnished. The proposal, together with the price breakdown and time extension justification, shall be furnished by the date specified by the Contracting Officer.

CLAUSES INCORPORATED BY REFERENCE

252.232-7006 Wide Area WorkFlow Payment Instructions MAY 2013

CLAUSES INCORPORATED BY FULL TEXT

52.216-19 ORDER LIMITATIONS. (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than **\$2,500.00** (insert dollar figure or quantity), the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor:

(1) Any order for a single item in excess of **\$100,000 .00**(insert dollar figure or quantity);

(2) Any order for a combination of items in excess of **\$250,000.00** (insert dollar figure or quantity); or

(3) A series of orders from the same ordering office within **3** days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the

Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within 3 days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

The Order Limitations included in the clause, FAR 52.216-19 ORDER LIMITATIONS (OCT 1995), apply only to that portion of the work referred to as Non-Recurring Work (CLINs 0002, 0004, 0006, 0008, 0010, 0012, 0014, 0016 and their related ELINS). The order limitations do not apply to Recurring Work items (CLINs 0001, 0003, 0005, 0007, 0009, 0011, 0013 and 0015 and their related ELINS).

5252.201-9300 CONTRACTING OFFICER AUTHORITY (JUN 1994)

In no event shall any understanding or agreement between the Contractor and any Government employee other than the Contracting Officer on any contract, modification, change order, letter or verbal direction to the Contractor be effective or binding upon the Government. All such actions must be formalized by a proper contractual document executed by an appointed Contracting Officer. The Contractor is hereby put on notice that in the event a Government employee other than the Contracting Officer directs a change in the work to be performed, it is the Contractor's responsibility to make inquiry of the Contracting Officer before making the deviation. Payments will not be made without being authorized by an appointed Contracting Officer with the legal authority to bind the Government.

5252.216-9300 APPOINTMENT OF ORDERING OFFER(S) (OCT 1996)

Ordering Officers under this contract are authorized by the Contracting Officer to execute delivery/task orders provided the total price for the delivery/task order does not exceed the individual Contracting Officer(s) warrant limitations. The ordering officers and their specific authority shall be stated in this contract or in an appointment letter. (End of clause)

5252.216-9306 PROCEDURES FOR ISSUING ORDERS (NOV 2009)

(a) Services to be furnished under this contract shall be furnished at such times as ordered by the issuance of task orders by the Ordering Officer designated by the Contracting Officer. All orders issued hereunder are subject to the terms and conditions of this contract. This contract shall control in the event of conflict with any order. A task order will be considered "issued" for the purpose of this contract at the time the Government deposits the order in the mail or, if transmitted by other means, when physically delivered to the Contractor.

(b) Except in emergency situations, only a Contracting Officer may modify task/delivery orders. An Ordering Officer, when authorized by the designation official (Contracting Officer), may issue modifications to task/delivery orders only during an emergency. Modifications to task/delivery orders will be issued on a Standard Form (SF 30).

Task orders may be modified orally by the Ordering Officer in emergency circumstances. Oral modifications will be confirmed in writing by issuance of a SF 30 within two (2) working days from the time the oral direction is issued.

(End of clause)

5252.216-9316 Undefined Task/Delivery Orders. As prescribed in 16.506-100(k), insert a clause substantially the same as the following:

UNDEFINITIZED TASK/DELIVERY ORDERS (OCT 2007)

(a) Prior to the issuance of a task/delivery order under this contract, it is anticipated that the government and the contractor will reach agreement on the price or total cost and fee (if applicable) for the services to be provided under the order. The Contracting Officer may authorize commencement of work prior to final agreement on cost or price. In such case, the contractor shall immediately commence performance of the services specified in the order and shall submit a pricing proposal within 15 days of receipt of the order. Upon completion of negotiations, the final negotiated cost or price will be set forth in a supplemental agreement that is executed by the contractor and the Contracting Officer. Failure to agree upon the cost or price shall be considered a dispute subject to the Disputes clause of this contract.

(b) Undefined task/delivery orders shall indicate a "not to exceed" amount for the order; however, such amount shall not exceed 50 percent of the estimated cost of the order. The order shall only require the Contracting Officer's signature, but shall also comply with all other order requirements. Undefined task/delivery orders shall indicate the date by which the government anticipates that the cost or price of the order will be definitized.

5252.242-9300 GOVERNMENT REPRESENTATIVES (OCT 1996)

(a) The contract will be administered by an authorized representative of the Contracting Officer. In no event, however, will any understanding or agreement, modification, change order, or other matter deviating from the terms of the contract between the Contractor and any person other than the Contracting Officer be effective or binding upon the Government, unless formalized by proper contractual documents executed by the Contracting Officer prior to completion of this contract. The authorized representative as indicated hereinafter:

___(1) The Contracting Officer's Representative (COR) will be designated by the Contracting Officer as the authorized representative of the Contracting Officer. The COR is responsible for monitoring performance and the technical management of the effort required hereunder, and should be contacted regarding questions or problems of a technical nature.

___(2) The designated Contract Specialist will be the Administrative Contracting Officer's representative on all other contract administrative matters. The Contract Specialist should be contacted regarding all matters pertaining to the contract or task/delivery orders.

___(3) The designated Property Administrator is the Administrative Contracting Officer's representative on property matters. The Property Administrator should be contacted regarding all matters pertaining to property administration.

5252.242-9305 PRE-PERFORMANCE CONFERENCE (JUL 1995)

Within 45 days of contract award, prior to commencement of the work, the Contractor will meet in conference with representatives of the Contracting Officer, at a time to be determined by the Contracting Officer, to discuss and develop mutual understanding relative to scheduling and administering work.

Section H - Special Contract Requirements

SECTION H

H.1 HISTORICAL AND ARCHAEOLOGICAL RESOURCES

Carefully protect in-place and report immediately to the Contracting Officer historical and archaeological items or human skeletal remains discovered in the course of work. Stop work in the immediate area of the discovery until directed by the Contracting Officer to resume work. The Government retains ownership and control over historical and archaeological resources.

H.2 PERSONAL LIABILITY OF U.S. PERSONNEL

This contract is between the United States of America and the Contractor. The contracting officer, his agents and representatives, shall not be personally liable or responsible to the Contractor for their official acts in the execution or administration of this contract.

H.3 SECURITY REQUIREMENTS

H.3.1 Responsibility for Physical Security

The Contractor shall be responsible for physical security of all materials, supplies, and equipment of every description (including property which may be Government furnished or owned) provided and/or utilized in the execution of the contract.

H.3.2 Access to Operational Areas

Contractor personnel are expressly prohibited and shall be restricted from entering operational buildings or areas without the specific authorization of the Contracting Officer. To perform work, where "security escorts" are required for access to a facility, the Contractor shall coordinate with the Contracting Officer for access to such facilities.

H.3.3 Employment

Should the continued employment of any person in connection with this contract, or any subcontract thereunder, be deemed by the Contracting Officer to be prejudicial to the interests of the Government, that person shall immediately be removed from the work. In connection with this, the Contractor agrees that:

a. Cases which may involve disciplinary action against such persons, or the necessity of reassignment or termination of their services, shall be investigated, processed, reported and disposed of, as directed by the Contracting Officer.

b. Employment contracts of all persons employed in connection with this contract, or any subcontract thereunder shall include language to this effect.

H.4 PASSES AND BADGES

All contractor employees shall obtain the required employee and vehicles passes. No contractor employees are permitted to work at the site until an identification badge is issued by the security division. The contractor shall, prior to the start of the contract, submit to the Contracting Officer an estimate of the number of personnel expected to be utilized at any one time on the contract. The Government will issue badges without charge. 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 pass and badge shall be returned within 5 days. Passes

and badges issued to contractor employees shall not negate the requirement for employee identification required in the "IDENTIFICATION OF CONTRACTOR EMPLOYEES" paragraph, Section H.

H.5 IDENTIFICATION OF CONTRACTOR EMPLOYEES

All contractor/subcontractor employees shall be identified by a distinctive uniform of design and color acceptable to the Contracting Officer. Said uniform/garment shall be submitted to the OIC for approval **prior** to implementation. Employee identification such as hats, uniforms, name plates, etc., shall not be substituted for station required passes or badges.

H.6 ENGLISH SPEAKING REPRESENTATIVE

At all times when any performance of the work at the site is being conducted by any employee of the Contractor or his subcontractors, the Contractor shall have a representative present on the site that is capable of explaining the work operations and receiving instruction in the English language. The Contracting Officer shall have the right to determine without appeal of such decision, whether the proposed representative has sufficient technical and lingual capabilities and the Contractor shall immediately replace any individual not acceptable to the Contracting Officer.

H.7 ACCESS TO THE NSF DJIBOUTI BASE

The following information for each worker must be provided to FEAD DJIBOUTI on company letterhead at least two (2) weeks prior to required access:

- Company Name
- Worker's Full Name
- Worker's Passport (Copy)
- Place and Date of Birth

Add the following if not United States or European Citizen:

- CPR (Copy)
- Residence Permit (Copy)

All requests are to be emailed directly to: Celina.anta@me.navy.mil.

NSF Djibouti Security Office will not accept any requests directly. All access requests must be submitted to FEAD Djibouti and must be approved by the Contracting Officer or FEAD. For any additional information, please contact: Ms. Normita Tipygos or Ms. Celina Antao at commercial number 00973-1785-4321 or email : Normita.Tipygos@me.navy.mil or Celina.anta@me.navy.mil.

H.9 CONTRACTOR SUPPORT OF ELECTRONIC CONTRACTING (DOD EMALL)

(a) The contractor is required to offer Non-Recurring Work/IQ pre-priced line item services to authorized Government personnel when they are ordering the work directly via the Government wide Commercial Purchase Card (GCPC) program. When receiving GCPC orders against Section B, the contractor shall provide the supplies and services at the offered price without additional markup or handling fee.

The contractor agrees to accept and process electronically submitted GCPC orders for Non-Recurring Work/IQ services, including those orders issued through the DOD EMALL. The DOD EMALL is a U.S. Government (USG) owned and operated web-based ordering system that enables any Department of Defense (DOD) or Federal activity to search for and order goods and services. Authorized GPC users will receive approved accounts on DOD EMALL to view and order Non-Recurring Work/IQ line items.

(b) The contractor is required to receive electronic Non-Recurring Work/IQ orders from the DOD EMALL using 128-bit encrypted email. The contractor agrees to purchase, install, and utilize the most recent version of PGP Personal software, or a comparable solution, for the purpose of decrypting order notification emails from the DOD

EMALL. In addition, the DoD has established the External Certification Authority (ECA) program to support the issuance of DoD approved certificates to contractors. The ECA program is designed to provide the mechanism for contractors to securely communicate with the DoD and authenticate to DoD Information Systems. The contractor agrees to purchase, install, maintain and use a DoD-approved ECA certificate. Information on obtaining an ECA certificate can be found at <http://iase.disa.mil/pki/eca/certificate.html>.

The contractor shall post updates on order delivery schedule and performance to the DOD EMALL in a timely manner.

The contractor shall track quantities and report total ordered quantity in DOD EMALL and approved DD 1155's byline item number each month and year-to-date. The report shall be due to the Contracting Officer by the fifth day of the following month. The contractor must track and report when total dollar value of all orders from both GPC purchases and DD 1155s exceed 75% of the combined Section B Pre-Priced Line Item quantities.

(c) Paragraphs (a) and (b) above apply to both new solicitations and to existing contracts awarded without the DOD EMALL clause and provision.

(d) DOD EMALL will not exceed the SAT for services. DOD EMALL orders for construction work is not allowed.

(e) Unless an exception in paragraph (f) below applies, no Non-Recurring/IDIQ orders will be accepted for processing through a NAVFAC contract's office that can be ordered directly by the client through DOD EMALL unless approved by a waiver. It is the intent that Non-Recurring/IDIQ contracts will be placed on DOD EMALL. If a contract has been posted on DOD EMALL and a client requests a task order be issued not using DOD EMALL, a waiver by the Echelon III/IV CCO is required for each order. In no case shall the waiver process be utilized to provide a customer the flexibility to circumvent use of DOD EMALL. Use of blanket delivery orders will only be utilized when a waiver has been granted by the Echelon III/IV CCO.

(f) An exception to paragraph (e) above may be made at the discretion of the Contracting Officer, in coordination with the appropriate technical authority when:

(1) Service requirements warrant additional contractual and technical oversight due to complexity of the work involved (e.g., crane/technical/safety oversight or similar considerations); or

(2) The client does not have GCPC authority to place DOD EMALL orders valued above the micro-purchase threshold.

Written justification by the Contracting Officer and appropriate technical authority shall be required prior to issuing a Non-Recurring/IDIQ order. The written justification shall be included in the contract file and a copy provided to the Echelon III/IV CCO to ensure this exception is applied prudently.

The following ELINS will NOT be available for ordering via DoD EMALL as negotiations to establish a firm fixed price are required prior to issuance. Unit Priced Labor (UPL), Direct Material Costs & Special Equipment Rental associated with Non-Recurring Work ELINs A700 (A700 through A718), B700 (B700 through B718), C700 (C700 through C718), D700 (D700 through D718), E700 (E700 through E718), F700 (F700 through F718), G700 (G700 through G718), and H700 (H700 through H718).

CLAUSES INCORPORATED BY REFERENCE

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	MAY 2014
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	OCT 2010
52.203-13	Contractor Code of Business Ethics and Conduct	OCT 2015
52.203-16	Preventing Personal Conflicts of Interest	DEC 2011
52.203-17	Contractor Employee Whistleblower Rights and Requirement To Inform Employees of Whistleblower Rights	APR 2014
52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper	MAY 2011
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-10	Reporting Executive Compensation and First-Tier Subcontract Awards	OCT 2015
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	OCT 2015
52.209-9	Updates of Publicly Available Information Regarding Responsibility Matters	JUL 2013
52.209-10	Prohibition on Contracting With Inverted Domestic Corporations	NOV 2015
52.215-2	Audit and Records--Negotiation	OCT 2010
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-11	Price Reduction for Defective Certified Cost or Pricing Data--Modifications	AUG 2011
52.215-13	Subcontractor Certified Cost or Pricing Data--Modifications	OCT 2010
52.215-15	Pension Adjustments and Asset Reversions	OCT 2010
52.215-17	Waiver of Facilities Capital Cost of Money	OCT 1997
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other than Pensions	JUL 2005
52.215-19	Notification of Ownership Changes	OCT 1997
52.215-21	Requirements for Certified Cost or Pricing Data and Data Other Than Certified Cost or Pricing Data -- Modifications	OCT 2010
52.216-18	Ordering	OCT 1995
52.222-50	Combating Trafficking in Persons	MAR 2015
52.223-5	Pollution Prevention and Right-to-Know Information	MAY 2011
52.223-10	Waste Reduction Program	MAY 2011
52.223-12	Refrigeration Equipment and Air Conditioners	MAY 1995
52.223-16 Alt I	Acquisition of EPEAT - Registered Personal Computer Products - Alternate I	JUN 2014
52.223-18	Encouraging Contractor Policies To Ban Text Messaging While Driving	AUG 2011
52.224-1	Privacy Act Notification	APR 1984
52.224-2	Privacy Act	APR 1984
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.225-26	Contractors Performing Private Security Functions Outside the United States	JUL 2013
52.228-3	Worker's Compensation Insurance (Defense Base Act)	JUL 2014
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.229-6	Taxes--Foreign Fixed-Price Contracts	FEB 2013
52.230-3	Disclosure And Consistency Of Cost Accounting Practices	OCT 2015

52.232-1	Payments	APR 1984
52.232-8	Discounts For Prompt Payment	FEB 2002
52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-11	Extras	APR 1984
52.232-17	Interest	MAY 2014
52.232-18	Availability Of Funds	APR 1984
52.232-19	Availability Of Funds For The Next Fiscal Year	APR 1984
52.232-23 Alt I	Assignment of Claims (May 2014) - Alternate I	APR 1984
52.232-25	Prompt Payment	JUL 2013
52.232-33	Payment by Electronic Funds Transfer--System for Award Management	JUL 2013
52.232-36	Payment by Third Party	MAY 2014
52.232-37	Multiple Payment Arrangements	MAY 1999
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-1 Alt I	Disputes (May 2014) - Alternate I	DEC 1991
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.236-13 Alt I	Accident Prevention (Nov 1991) - Alternate I	NOV 1991
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.237-3	Continuity Of Services	JAN 1991
52.242-13	Bankruptcy	JUL 1995
52.243-1 Alt II	Changes--Fixed-Price (Aug 1987) - Alternate II	APR 1984
52.244-6	Subcontracts for Commercial Items	FEB 2016
52.245-1	Government Property	APR 2012
52.245-9	Use And Charges	APR 2012
52.246-25	Limitation Of Liability--Services	FEB 1997
52.249-2	Termination For Convenience Of The Government (Fixed-Price)	APR 2012
52.249-8	Default (Fixed-Price Supply & Service)	APR 1984
52.252-2	Clauses Incorporated By Reference	FEB 1998
52.252-6	Authorized Deviations In Clauses	APR 1984
52.253-1	Computer Generated Forms	JAN 1991
252.201-7000	Contracting Officer's Representative	DEC 1991
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense-Contract-Related Felonies	DEC 2008
252.203-7996 (Dev)	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements - Representation (Deviation 2016-O0003)	OCT 2015
252.203-7997 (Dev)	Prohibition on Contracting with Entities that Require Certain Internal Confidentiality Agreements (Deviation 2016-O0003)	OCT 2015
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	System for Award Management Alternate A	FEB 2014
252.205-7000	Provision Of Information To Cooperative Agreement Holders	DEC 1991
252.209-7004	Subcontracting With Firms That Are Owned or Controlled By The Government of a Country that is a State Sponsor of Terrorism	OCT 2015
252.211-7007	Reporting of Government-Furnished Property	AUG 2012
252.215-7000	Pricing Adjustments	DEC 2012
252.215-7002	Cost Estimating System Requirements	DEC 2012

252.222-7002	Compliance With Local Labor Laws (Overseas)	JUN 1997
252.223-7006	Prohibition On Storage, Treatment, and Disposal of Toxic or Hazardous Materials	SEP 2014
252.225-7002	Qualifying Country Sources As Subcontractors	DEC 2012
252.225-7004	Report of Intended Performance Outside the United States and Canada--Submission after Award	OCT 2015
252.225-7012	Preference For Certain Domestic Commodities	FEB 2013
252.225-7041	Correspondence in English	JUN 1997
252.229-7000	Invoices Exclusive of Taxes or Duties	JUN 1997
252.231-7000	Supplemental Cost Principles	DEC 1991
252.232-7008	Assignment of Claims (Overseas)	JUN 1997
252.233-7001	Choice of Law (Overseas)	JUN 1997
252.239-7001	Information Assurance Contractor Training and Certification	JAN 2008
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.244-7000	Subcontracts for Commercial Items	JUN 2013
252.245-7000	Government-Furnished Mapping, Charting, and Geodesy Property	APR 2012
252.245-7001	Tagging, Labeling, and Marking of Government-Furnished Property	APR 2012
252.245-7002	Reporting Loss of Government Property	APR 2012
252.245-7003	Contractor Property Management System Administration	APR 2012
252.247-7023	Transportation of Supplies by Sea	APR 2014

CLAUSES INCORPORATED BY FULL TEXT

52.202-1 DEFINITIONS (NOV 2013)

When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless--

- (a) The solicitation, or amended solicitation, provides a different definition;
- (b) The contracting parties agree to a different definition;
- (c) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning; or
- (d) The word or term is defined in FAR Part 31, for use in the cost principles and procedures.

(End of clause)

52.203-3 GRATUITIES (APR 1984)

(a) The right of the Contractor to proceed may be terminated by written notice if, after notice and hearing, the agency head or a designee determines that the Contractor, its agent, or another representative--

- (1) Offered or gave a gratuity (e.g., an entertainment or gift) to an officer, official, or employee of the Government;

and

(2) Intended, by the gratuity, to obtain a contract or favorable treatment under a contract.

(b) The facts supporting this determination may be reviewed by any court having lawful jurisdiction.

(c) If this contract is terminated under paragraph (a) of this clause, the Government is entitled--

(1) To pursue the same remedies as in a breach of the contract; and

(2) In addition to any other damages provided by law, to exemplary damages of not less than 3 nor more than 10 times the cost incurred by the Contractor in giving gratuities to the person concerned, as determined by the agency head or a designee. (This subparagraph (c)(2) is applicable only if this contract uses money appropriated to the Department of Defense.)

(d) The rights and remedies of the Government provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

(End of clause)

52.203-5 COVENANT AGAINST CONTINGENT FEES (MAY 2014)

(a) The Contractor warrants that no person or agency has been employed or retained to solicit or obtain this contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have the right to annul this contract without liability or, to deduct from the contract price or consideration, or otherwise recover, the full amount of the contingent fee.

(b) "Bona fide agency," as used in this clause, means an established commercial or selling agency, maintained by a contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

"Bona fide employee," as used in this clause, means a person, employed by a contractor and subject to the contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

"Contingent fee," as used in this clause, means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

"Improper influence," as used in this clause, means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

(End of clause)

52.203-6 RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT (SEP 2006)

(a) Except as provided in (b) of this clause, the Contractor shall not enter into any agreement with an actual or prospective subcontractor, nor otherwise act in any manner, which has or may have the effect of restricting sales by such subcontractors directly to the Government of any item or process (including computer software) made or

furnished by the subcontractor under this contract or under any follow-on production contract.

(b) The prohibition in (a) of this clause does not preclude the Contractor from asserting rights that are otherwise authorized by law or regulation.

(c) The Contractor agrees to incorporate the substance of this clause, including this paragraph (c), in all subcontracts under this contract which exceed the simplified acquisition threshold.

52.203-7 ANTI-KICKBACK PROCEDURES. (MAY 2014)

(a) Definitions.

"Kickback," as used in this clause, means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided to any prime Contractor, prime Contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a subcontract relating to a prime contract.

"Person," as used in this clause, means a corporation, partnership, business association of any kind, trust, joint-stock company, or individual.

"Prime contract," as used in this clause, means a contract or contractual action entered into by the United States for the purpose of obtaining supplies, materials, equipment, or services of any kind.

"Prime Contractor," as used in this clause, means a person who has entered into a prime contract with the United States.

"Prime Contractor employee," as used in this clause, means any officer, partner, employee, or agent of a prime Contractor.

"Subcontract," as used in this clause, means a contract or contractual action entered into by a prime Contractor or subcontractor for the purpose of obtaining supplies, materials, equipment, or services of any kind under a prime contract.

"Subcontractor," as used in this clause, (1) means any person, other than the prime Contractor, who offers to furnish or furnishes any supplies, materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract, and (2) includes any person who offers to furnish or furnishes general supplies to the prime Contractor or a higher tier subcontractor.

"Subcontractor employee," as used in this clause, means any officer, partner, employee, or agent of a subcontractor.

(b) 41 U.S.C. chapter 87, Kickbacks, prohibits any person from--

(1) Providing or attempting to provide or offering to provide any kickback;

(2) Soliciting, accepting, or attempting to accept any kickback; or

(3) Including, directly or indirectly, the amount of any kickback in the contract price charged by a prime Contractor to the United States or in the contract price charged by a subcontractor to a prime Contractor or higher tier subcontractor.

(c)(1) The Contractor shall have in place and follow reasonable procedures designed to prevent and detect possible

violations described in paragraph (b) of this clause in its own operations and direct business relationships.

(2) When the Contractor has reasonable grounds to believe that a violation described in paragraph (b) of this clause may have occurred, the Contractor shall promptly report in writing the possible violation. Such reports shall be made to the inspector general of the contracting agency, the head of the contracting agency if the agency does not have an inspector general, or the Attorney General.

(3) The Contractor shall cooperate fully with any Federal agency investigating a possible violation described in paragraph (b) of this clause.

(4) The Contracting Officer may (i) offset the amount of the kickback against any monies owed by the United States under the prime contract and/or (ii) direct that the Prime Contractor withhold, from sums owed a subcontractor under the prime contract, the amount of any kickback. The Contracting Officer may order the monies withheld under subdivision (c)(4)(ii) of this clause be paid over to the Government unless the Government has already offset those monies under subdivision (c)(4)(i) of this clause. In either case, the Prime Contractor shall notify the Contracting Officer when the monies are withheld.

(5) The Contractor agrees to incorporate the substance of this clause, including this subparagraph (c)(5) but excepting subparagraph (c)(1), in all subcontracts under this contract which exceed \$150,000.

52.203-8 CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY (MAY 2014)

(a) If the Government receives information that a contractor or a person has violated 41 U.S.C. 2102-2104, Restrictions on Obtaining and Disclosing Certain Information, the Government may--

(1) Cancel the solicitation, if the contract has not yet been awarded or issued; or

(2) Rescind the contract with respect to which--

(i) The Contractor or someone acting for the Contractor has been convicted for an offense where the conduct violates 41 U.S.C. 2102 for the purpose of either--

(A) Exchanging the information covered by such subsections for anything of value; or

(B) Obtaining or giving anyone a competitive advantage in the award of a Federal agency procurement contract; or

(ii) The head of the contracting activity has determined, based upon a preponderance of the evidence, that the Contractor or someone acting for the Contractor has engaged in conduct punishable under 41 U.S.C. 2105(a).

(b) If the Government rescinds the contract under paragraph (a) of this clause, the Government is entitled to recover, in addition to any penalty prescribed by law, the amount expended under the contract.

(c) The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law, regulation, or under this contract.

(End of clause)

52.216-22 INDEFINITE QUANTITY. (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum". The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum".

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after **the date cited in the task order**.

(End of clause)

52.222-17 NONDISPLACEMENT OF QUALIFIED WORKERS (MAY 2014)

(a) Service employee, as used in this clause, means any person engaged in the performance of a service contract other than any person employed in a bona fide executive, administrative, or professional capacity, as those terms are defined in 29 CFR part 541. The term "service employee" includes all such persons regardless of any contractual relationship that may be alleged to exist between a contractor or subcontractor and such persons.

(b) The Contractor and its subcontractors shall, except as otherwise provided herein, in good faith offer those service employees employed under the predecessor contract whose employment will be terminated as a result of award of this contract or the expiration of the contract under which the service employees were hired, a right of first refusal of employment under this contract in positions for which the service employees are qualified.

(1) The Contractor and its subcontractors shall determine the number of service employees necessary for efficient performance of this contract and may elect to employ fewer employees than the predecessor Contractor employed in connection with performance of the work.

(2) Except as provided in paragraph (c) of this clause, there shall be no employment opening under this contract, and the Contractor and any subcontractors shall not offer employment under this contract, to any person prior to having complied fully with this obligation.

(i) The successor Contractor and its subcontractors shall make a bona fide express offer of employment to each service employee as provided herein and shall state the time within which the service employee must accept such offer, but in no case shall the period within which the service employee must accept the offer of employment be less than 10 days.

(ii) The successor Contractor and its subcontractors shall decide any question concerning a service employee's qualifications based upon the individual's education and employment history, with particular emphasis on the employee's experience on the predecessor contract, and the Contractor may utilize employment screening

processes only when such processes are provided for by the contracting agency, are conditions of the service contract, and are consistent with Executive Order 13495.

(iii) Where the successor Contractor does not initially offer employment to all the predecessor contract service employees, the obligation to offer employment shall continue for 90 days after the successor contractor's first date of performance on the contract.

(iv) An offer of employment will be presumed to be bona fide even if it is not for a position similar to the one the employee previously held, but is one for which the employee is qualified, and even if it is subject to different employment terms and conditions, including changes to pay or benefits. (See 29 CFR 9.12 for a detailed description of a bonafide offer of employment).

(c)(1) Notwithstanding the obligation under paragraph (b) of this clause, the successor Contractor and any subcontractors (i) may employ under this contract any service employee who has worked for the contractor or subcontractor for at least three months immediately preceding the commencement of this contract and who would otherwise face lay-off or discharge, (ii) are not required to offer a right of first refusal to any service employee(s) of the predecessor contractor who are not service employees within the meaning of the Service Contract Labor Standards statute, 41 U.S.C. 6701(3), and (iii) are not required to offer a right of first refusal to any service employee(s) of the predecessor contractor whom the Contractor or any of its subcontractors reasonably believes, based on the particular service employee's past performance, has failed to perform suitably on the job (see 29 CFR 9.12(c)(4) for additional information). The successor Contractor bears the responsibility of demonstrating the appropriateness of claiming any of these exceptions.

(2) In addition, any Contractor or subcontractor that has been certified by the U.S. Small Business Administration as a HUBZone small business concern must ensure that it complies with the statutory and regulatory requirements of the HUBZone Program (e.g., it must ensure that at least 35 percent of all of its employees reside within a HUBZone). The HUBZone small business Contractor or subcontractor must consider whether it can meet the requirements of this clause and Executive Order 13495 while also ensuring it meets the HUBZone Program's requirements.

(3) Nothing in this clause shall be construed to permit a Contractor or subcontractor to fail to comply with any provision of any other Executive order or law. For example, the requirements of the HUBZone Program (see FAR subpart 19.13), Executive Order 11246 (Equal Employment Opportunity), and the Vietnam Era Veterans' Readjustment Assistance Act of 1974 may conflict, in certain circumstances, with the requirements of Executive Order 13495. All applicable laws and Executive orders must be satisfied in tandem with, and if necessary prior to, the requirements of Executive Order 13495, 29 CFR part 9, and this clause.

(d)(1) The Contractor shall, not less than 30 days before completion of the Contractor's performance of services on the contract, furnish the Contracting Officer with a certified list of the names of all service employees working under this contract and its subcontracts at the time the list is submitted. The list shall also contain anniversary dates of employment of each service employee under this contract and its predecessor contracts with either the current or predecessor contractors or their subcontractors. Where changes to the workforce are made after the submission of the certified list described in this paragraph, the Contractor shall, in accordance with paragraph (e) of this clause, not less than 10 days before completion of the services on this contract, furnish the Contracting Officer with an updated certified list of the names of all service employees employed within the last month of contract performance. The updated list shall also contain anniversary dates of employment, and, where applicable, dates of separation of each service employee under the contract and its predecessor contracts with either the current or predecessor Contractors or their subcontractors.

(2) Immediately upon receipt of the certified service employee list but not before contract award, the contracting officer shall provide the certified service employee list to the successor contractor, and, if requested, to employees of the predecessor contractor or subcontractors or their authorized representatives.

(3) The Contracting Officer will direct the predecessor Contractor to provide written notice (Appendix B to 29 CFR chapter 9) to service employees of their possible right to an offer of employment with the successor contractor. Where a significant portion of the predecessor Contractor's workforce is not fluent in English, the notice shall be provided in English and the language(s) with which service employees are more familiar. The written notice shall be—

(i) Posted in a conspicuous place at the worksite; or (ii) Delivered to the service employees individually. If such delivery is via email, the notification must result in an electronic delivery receipt or some other reliable confirmation that the intended recipient received the notice.

(e)(1) If required in accordance with 52.222-41(n), the predecessor Contractor shall, not less than 10 days before completion of this contract, furnish the Contracting Officer a certified list of the names of all service employees working under this contract and its subcontracts during the last month of contract performance. The list shall also contain anniversary dates of employment of each service employee under this contract and its predecessor contracts either with the current or predecessor Contractors or their subcontractors. If there are no changes to the workforce before the predecessor contract is completed, then the predecessor Contractor is not required to submit a revised list 10 days prior to completion of performance and the requirements of 52.222-41(n) are met. When there are changes to the workforce after submission of the 30-day list, the predecessor Contractor shall submit a revised certified list not less than 10 days prior to performance completion.

(2) Immediately upon receipt of the certified service employee list but not before contract award, the contracting officer shall provide the certified service employee list to the successor contractor, and, if requested, to employees of the predecessor contractor or subcontractors or their authorized representatives.

(f) The Contractor and subcontractor shall maintain the following records (regardless of format, e.g., paper or electronic) of its compliance with this clause for not less than a period of three years from the date the records were created.

(1) Copies of any written offers of employment or a contemporaneous written record of any oral offers of employment, including the date, location, and attendance roster of any service employee meeting(s) at which the offers were extended, a summary of each meeting, a copy of any written notice that may have been distributed, and the names of the service employees from the predecessor contract to whom an offer was made.

(2) A copy of any record that forms the basis for any exemption claimed under this part.

(3) A copy of the service employee list provided to or received from the contracting agency.

(4) An entry on the pay records of the amount of any retroactive payment of wages or compensation under the supervision of the Administrator of the Wage and Hour Division to each service employee, the period covered by such payment, and the date of payment, and a copy of any receipt form provided by or authorized by the Wage and Hour Division. The Contractor shall also deliver a copy of the receipt to the service employee and file the original, as evidence of payment by the Contractor and receipt by the service employee, with the Administrator or an authorized representative within 10 days after payment is made.

(g) Disputes concerning the requirements of this clause shall not be subject to the general disputes clause (52.233-1) of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR part 9. Disputes within the meaning of this clause include disputes between or among any of the following: The Contractor, the contracting agency, the U.S. Department of Labor, and the service employees under the contract or its predecessor contract. The Contracting Officer will refer any service employee who wishes to file a complaint, or ask questions concerning this contract clause, to the: Branch of Government Contracts Enforcement, Wage and Hour Division, U.S. Department of Labor, 200 Constitution Avenue NW., Washington, DC 20210. Contact email: displaced@dol.gov.

(h) The Contractor shall cooperate in any review or investigation by the Department of Labor into possible violations of the provisions of this clause and shall make such records requested by such official(s) available for inspection, copying, or transcription upon request.

(i) If it is determined, pursuant to regulations issued by the Secretary of Labor (Secretary), that the Contractor or its subcontractors are not in compliance with the requirements of this clause or any regulation or order of the Secretary, appropriate sanctions may be imposed and remedies invoked against the Contractor or its subcontractors, as provided in Executive Order 13495, the regulations, and relevant orders of the Secretary, or as otherwise provided by law.

(j) The Contractor shall take such action with respect to any such subcontract as may be directed by the Secretary of Labor as a means of enforcing such provisions, including the imposition of sanctions for noncompliance. However, if the Contractor, as a result of such direction, becomes involved in litigation with a subcontractor, or is threatened with such involvement, the Contractor may request that the United States, through the Secretary, enter into such litigation to protect the interests of the United States.

(k) The Contracting Officer will withhold, or cause to be withheld, from the prime Contractor under this or any other Government contract with the same prime Contractor, such sums as an authorized official of the Department of Labor requests, upon a determination by the Administrator, the Administrative Law Judge, or the Administrative Review Board, that there has been a failure to comply with the terms of this clause and that wages lost as a result of the violations are due to service employees or that other monetary relief is appropriate. If the Contracting Officer or the Administrator, upon final order of the Secretary, finds that the Contractor has failed to provide a list of the names of service employees working under the contract, the Contracting Officer may, in his or her discretion, or upon request by the Administrator, take such action as may be necessary to cause the suspension of the payment of contract funds until such time as the list is provided to the Contracting Officer.

(l) Subcontracts. In every subcontract over the simplified acquisition threshold entered into in order to perform services under this contract, the Contractor shall include a provision that ensures—

(1) That each subcontractor will honor the requirements of paragraphs (b) through (c) of this clause with respect to the service employees of a predecessor subcontractor or subcontractors working under this contract, as well as of a predecessor Contractor and its subcontractors;

(2) That the subcontractor will provide the Contractor with the information about the service employees of the subcontractor needed by the Contractor to comply with paragraphs (d) and (e) of this clause; and

(3) The recordkeeping requirements of paragraph (f) of this clause.

252.204-7012 SAFEGUARDING COVERED DEFENSE INFORMATION AND CYBER INCIDENT REPORTING (DEC 2015)

(a) Definitions. As used in this clause--

Adequate security means protective measures that are commensurate with the consequences and probability of loss, misuse, or unauthorized access to, or modification of information.

Compromise means disclosure of information to unauthorized persons, or a violation of the security policy of a system, in which unauthorized intentional or unintentional disclosure, modification, destruction, or loss of an object, or the copying of information to unauthorized media may have occurred.

Contractor attributional/proprietary information means information that identifies the contractor(s), whether directly or indirectly, by the grouping of information that can be traced back to the contractor(s) (e.g., program description, facility locations), personally identifiable information, as well as trade secrets, commercial or financial information, or other commercially sensitive information that is not customarily shared outside of the company.

Contractor information system means an information system belonging to, or operated by or for, the Contractor.

Controlled technical information means technical information with military or space application that is subject to controls on the access, use, reproduction, modification, performance, display, release, disclosure, or dissemination. Controlled technical information would meet the criteria, if disseminated, for distribution statements B through F using the criteria set forth in DoD Instruction 5230.24, Distribution Statements on Technical Documents. The term does not include information that is lawfully publicly available without restrictions.

Covered contractor information system means an information system that is owned, or operated by or for, a contractor and that processes, stores, or transmits covered defense information.

Covered defense information means unclassified information that--

(i) Is--

(A) Provided to the contractor by or on behalf of DoD in connection with the performance of the contract; or

(B) Collected, developed, received, transmitted, used, or stored by or on behalf of the contractor in support of the performance of the contract; and

(ii) Falls in any of the following categories:

(A) Controlled technical information.

(B) Critical information (operations security). Specific facts identified through the Operations Security process about friendly intentions, capabilities, and activities vitally needed by adversaries for them to plan and act effectively so as to guarantee failure or unacceptable consequences for friendly mission accomplishment (part of Operations Security process).

(C) Export control. Unclassified information concerning certain items, commodities, technology, software, or other information whose export could reasonably be expected to adversely affect the United States national security and nonproliferation objectives. To include dual use items; items identified in export administration regulations, international traffic in arms regulations and munitions list; license applications; and sensitive nuclear technology information.

(D) Any other information, marked or otherwise identified in the contract, that requires safeguarding or dissemination controls pursuant to and consistent with law, regulations, and Governmentwide policies (e.g., privacy, proprietary business information).

Cyber incident means actions taken through the use of computer networks that result in a compromise or an actual or potentially adverse effect on an information system and/or the information residing therein.

Forensic analysis means the practice of gathering, retaining, and analyzing computer-related data for investigative purposes in a manner that maintains the integrity of the data.

Malicious software means computer software or firmware intended to perform an unauthorized process that will have adverse impact on the confidentiality, integrity, or availability of an information system. This definition includes a virus, worm, Trojan horse, or other code-based entity that infects a host, as well as spyware and some forms of adware.

Media means physical devices or writing surfaces including, but is not limited to, magnetic tapes, optical disks, magnetic disks, large-scale integration memory chips, and printouts onto which information is recorded, stored, or printed within an information system.

Operationally critical support means supplies or services designated by the Government as critical for airlift, sealift, intermodal transportation services, or logistical support that is essential to the mobilization, deployment, or sustainment of the Armed Forces in a contingency operation.

Rapid(ly) report(ing) means within 72 hours of discovery of any cyber incident.

Technical information means technical data or computer software, as those terms are defined in the clause at DFARS 252.227-7013, Rights in Technical Data-Non Commercial Items, regardless of whether or not the clause is incorporated in this solicitation or contract. Examples of technical information include research and engineering data, engineering drawings, and associated lists, specifications, standards, process sheets, manuals, technical reports, technical orders, catalog-item identifications, data sets, studies and analyses and related information, and computer software executable code and source code.

(b) Adequate security. The Contractor shall provide adequate security for all covered defense information on all covered contractor information systems that support the performance of work under this contract. To provide adequate security, the Contractor shall--

(1) Implement information systems security protections on all covered contractor information systems including, at a minimum--

(i) For covered contractor information systems that are part of an Information Technology (IT) service or system operated on behalf of the Government--

(A) Cloud computing services shall be subject to the security requirements specified in the clause 252.239-7010, Cloud Computing Services, of this contract; and

(B) Any other such IT service or system (i.e., other than cloud computing) shall be subject to the security requirements specified elsewhere in this contract; or

(ii) For covered contractor information systems that are not part of an IT service or system operated on behalf of the Government and therefore are not subject to the security requirement specified at paragraph (b)(1)(i) of this clause--

(A) The security requirements in National Institute of Standards and Technology (NIST) Special Publication (SP) 800-171, "Protecting Controlled Unclassified Information in Nonfederal Information Systems and Organizations," <http://dx.doi.org/10.6028/NIST.SP.800-171> that is in effect at the time the solicitation is issued or as authorized by the Contracting Officer, as soon as practical, but not later than December 31, 2017. The Contractor shall notify the DoD CIO, via email at osd.dibcsia@mail.mil, within 30 days of contract award, of any security requirements specified by NIST SP 800-171 not implemented at the time of contract award; or

(B) Alternative but equally effective security measures used to compensate for the inability to satisfy a particular requirement and achieve equivalent protection accepted in writing by an authorized representative of the DoD CIO; and

(2) Apply other security measures when the Contractor reasonably determines that such measures, in addition to those identified in paragraph (b)(1) of this clause, may be required to provide adequate security in a dynamic environment based on an assessed risk or vulnerability.

(c) Cyber incident reporting requirement.

(1) When the Contractor discovers a cyber incident that affects a covered contractor information system or the covered defense information residing therein, or that affects the contractor's ability to perform the requirements of the contract that are designated as operationally critical support, the Contractor shall--

(i) Conduct a review for evidence of compromise of covered defense information, including, but not limited to, identifying compromised computers, servers, specific data, and user accounts. This review shall also include analyzing covered contractor information system(s) that were part of the cyber incident, as well as other information systems on the Contractor's network(s), that may have been accessed as a result of the incident in order to identify compromised covered defense information, or that affect the Contractor's ability to provide operationally critical support; and

(ii) Rapidly report cyber incidents to DoD at <http://dibnet.dod.mil>.

(2) Cyber incident report. The cyber incident report shall be treated as information created by or for DoD and shall include, at a minimum, the required elements at <http://dibnet.dod.mil>.

(3) Medium assurance certificate requirement. In order to report cyber incidents in accordance with this clause, the Contractor or subcontractor shall have or acquire a DoD-approved medium assurance certificate to report cyber incidents. For information on obtaining a DoD-approved medium assurance certificate, see <http://iase.disa.mil/pki/eca/Pages/index.aspx>.

(d) Malicious software. The Contractor or subcontractors that discover and isolate malicious software in connection with a reported cyber incident shall submit the malicious software in accordance with instructions provided by the Contracting Officer.

(e) Media preservation and protection. When a Contractor discovers a cyber incident has occurred, the Contractor shall preserve and protect images of all known affected information systems identified in paragraph (c)(1)(i) of this clause and all relevant monitoring/packet capture data for at least 90 days from the submission of the cyber incident report to allow DoD to request the media or decline interest.

(f) Access to additional information or equipment necessary for forensic analysis. Upon request by DoD, the Contractor shall provide DoD with access to additional information or equipment that is necessary to conduct a forensic analysis.

(g) Cyber incident damage assessment activities. If DoD elects to conduct a damage assessment, the Contracting Officer will request that the Contractor provide all of the damage assessment information gathered in accordance with paragraph (e) of this clause.

(h) DoD safeguarding and use of contractor attributional/proprietary information. The Government shall protect against the unauthorized use or release of information obtained from the contractor (or derived from information obtained from the contractor) under this clause that includes contractor attributional/proprietary information, including such information submitted in accordance with paragraph (c). To the maximum extent practicable, the Contractor shall identify and mark attributional/proprietary information. In making an authorized release of such information, the Government will implement appropriate procedures to minimize the contractor attributional/proprietary information that is included in such authorized release, seeking to include only that information that is necessary for the authorized purpose(s) for which the information is being released.

(i) Use and release of contractor attributional/proprietary information not created by or for DoD. Information that is obtained from the contractor (or derived from information obtained from the contractor) under this clause that is not created by or for DoD is authorized to be released outside of DoD--

(1) To entities with missions that may be affected by such information;

(2) To entities that may be called upon to assist in the diagnosis, detection, or mitigation of cyber incidents;

(3) To Government entities that conduct counterintelligence or law enforcement investigations;

(4) For national security purposes, including cyber situational awareness and defense purposes (including with Defense Industrial Base (DIB) participants in the program at 32 CFR part 236); or

(5) To a support services contractor ("recipient") that is directly supporting Government activities under a contract that includes the clause at 252.204-7009, Limitations on the Use or Disclosure of Third-Party Contractor Reported Cyber Incident Information.

(j) Use and release of contractor attributional/proprietary information created by or for DoD. Information that is obtained from the contractor (or derived from information obtained from the contractor) under this clause that is created by or for DoD (including the information submitted pursuant to paragraph (c) of this clause) is authorized to be used and released outside of DoD for purposes and activities authorized by paragraph (i) of this clause, and for any other lawful Government purpose or activity, subject to all applicable statutory, regulatory, and policy based restrictions on the Government's use and release of such information.

(k) The Contractor shall conduct activities under this clause in accordance with applicable laws and regulations on the interception, monitoring, access, use, and disclosure of electronic communications and data.

(l) Other safeguarding or reporting requirements. The safeguarding and cyber incident reporting required by this clause in no way abrogates the Contractor's responsibility for other safeguarding or cyber incident reporting pertaining to its unclassified information systems as required by other applicable clauses of this contract, or as a result of other applicable U.S. Government statutory or regulatory requirements.

(m) Subcontracts. The Contractor shall--

(1) Include this clause, including this paragraph (m), in subcontracts, or similar contractual instruments, for operationally critical support, or for which subcontract performance will involve a covered contractor information system, including subcontracts for commercial items, without alteration, except to identify the parties; and

(2) When this clause is included in a subcontract, require subcontractors to rapidly report cyber incidents directly to DoD at <http://dibnet.dod.mil> and the prime Contractor. This includes providing the incident report number, automatically assigned by DoD, to the prime Contractor (or next higher-tier subcontractor) as soon as practicable.

(End of clause)

252.225-7039 DEFENSE CONTRACTORS PERFORMING PRIVATE SECURITY FUNCTIONS OUTSIDE THE UNITED STATES (JAN 2015)

(a) Requirements. The Contractor shall--

(1) Register in the Synchronized Predeployment and Operational Tracker (SPOT)--

(i) Weapons to be carried by or available to be used by personnel performing private security functions; and

(ii) Armored vehicles, helicopters, and other vehicles operated by personnel performing private security functions; and

(2) Comply with ANSI/ASIS PSC.1-2012, American National Standard, Management System for Quality of Private Security Company Operations--Requirements with Guidance (located at www.acq.osd.mil/log/PS/p_vault/item_1997-PSC_1_STD.PDF).

(b) Subcontracts. The Contractor shall include the substance of this clause, including this paragraph (b), in subcontracts, including subcontracts for commercial items, when private security functions will be performed outside the United States in areas of--

(1) Contingency operations;

(2) Combat operations, as designated by the Secretary of Defense;

(3) Other significant military operations (as defined in 32 CFR part 159), designated by the Secretary of Defense upon agreement of the Secretary of State;

(4) Peace operations, consistent with Joint Publication 3-07.3; or

(5) Other military operations or military exercises, when designated by the Combatant Commander.

(End of clause)

252.225-7048 EXPORT-CONTROLLED ITEMS (JUNE 2013)

(a) Definition. "Export-controlled items," as used in this clause, means items subject to the Export Administration Regulations (EAR) (15 CFR Parts 730-774) or the International Traffic in Arms Regulations (ITAR) (22 CFR Parts 120-130). The term includes--

(1) "Defense items," defined in the Arms Export Control Act, 22 U.S.C. 2778(j)(4)(A), as defense articles, defense services, and related technical data, and further defined in the ITAR, 22 CFR Part 120; and

(2) "Items," defined in the EAR as "commodities," "software," and "technology," terms that are also defined in the EAR, 15 CFR 772.1.

(b) The Contractor shall comply with all applicable laws and regulations regarding export-controlled items, including, but not limited to, the requirement for contractors to register with the Department of State in accordance with the ITAR. The Contractor shall consult with the Department of State regarding any questions relating to compliance with the ITAR and shall consult with the Department of Commerce regarding any questions relating to compliance with the EAR.

(c) The Contractor's responsibility to comply with all applicable laws and regulations regarding export-controlled items exists independent of, and is not established or limited by, the information provided by this clause.

(d) Nothing in the terms of this contract adds, changes, supersedes, or waives any of the requirements of applicable Federal laws, Executive orders, and regulations, including but not limited to—

(1) The Export Administration Act of 1979, as amended (50 U.S.C. App. 2401, et seq.);

(2) The Arms Export Control Act (22 U.S.C. 2751, et seq.);

(3) The International Emergency Economic Powers Act (50 U.S.C. 1701, et seq.);

(4) The Export Administration Regulations (15 CFR Parts 730-774);

(5) The International Traffic in Arms Regulations (22 CFR Parts 120-130); and

(6) Executive Order 13222, as extended.

(e) The Contractor shall include the substance of this clause, including this paragraph (e), in all subcontracts.

(End of clause)

252.225-7980 CONTRACTOR PERSONNEL PERFORMING IN THE UNITED STATES AFRICA COMMAND AREA OF RESPONSIBILITY (DEVIATION 2016-O0008) (JUN 2016)

(a) Definitions. As used in this clause—

“Combatant Commander” means the Commander of the United States Africa Command (USAFRICOM).

“Contractors authorized to accompany the Force,” or “CAAF,” means contractor personnel, including all tiers of subcontractor personnel, who are authorized to accompany U.S. Armed Forces in applicable operations and have been afforded CAAF status through a letter of authorization. CAAF generally include all U.S. citizen and third-country national employees not normally residing within the operational area whose area of performance is in the direct vicinity of U.S. Armed Forces and who routinely are collocated with the U.S. Armed Forces (especially in non-permissive environments). Personnel collocated with U.S. Armed Forces in applicable operations shall be afforded CAAF status through a letter of authorization. In some cases, Combatant Commander or subordinate joint force commanders may designate mission-essential host nation or local national contractor employees (e.g., interpreters) as CAAF. CAAF includes contractors previously identified as contractors deploying with the U.S. Armed Forces. CAAF status does not apply to contractor personnel in support of applicable operations within the boundaries and territories of the United States.

“Designated reception site” means the designated place for the reception, staging, integration, and onward movement of contractors deploying to the USAFRICOM area of responsibility. The designated reception site includes assigned joint reception centers and other Service or private reception sites.

“Law of war” means that part of international law that regulates the conduct of armed hostilities. The law of war encompasses the international law related to the conduct of hostilities that is binding on the United States or its individual citizens, including treaties and international agreements to which the United States is a party, and applicable customary international law.

“Non-CAAF” means personnel in applicable operations who are not designated as CAAF, such as local national employees and non-local national employees who are permanent residents in the operational area or third-country nationals not routinely residing with U.S. Armed Forces (and third-country national expatriates who are permanent residents in the operational area) who perform support functions away from the close proximity of, and do not reside with, the U.S. Armed Forces. Government-furnished support to non-CAAF is typically limited to force protection, emergency medical care, and basic human needs (e.g., bottled water, latrine facilities, security, and food when necessary) when performing their jobs in the direct vicinity of U.S. Armed Forces. Non-CAAF status does not apply to contractor personnel in support of applicable operations within the boundaries and territories of the United States.

“Subordinate joint force commander” means a sub-unified commander or joint task force commander.

“U.S. Africa Command (USAFRICOM) area of responsibility,” as used in this clause, means—

- (1) The entire continent of Africa, excluding Egypt;
- (2) The Atlantic Ocean east and south of the line from Antarctica at 024°W, north to 4°N/024°W, west to 30°W, then north to 21°N/030°W, then east to the African continent; and
- (3) The Indian Ocean west and south of the line from Antarctica at 68°E, north to 01°40’S/068°E, and west to the African coast at 01°40’S.

(b) General.

- (1) This clause applies to all contractor personnel when performing in the USAFRICOM area of responsibility.
- (2) Certain requirements in paragraphs (c)(3), (e)(1), and (f) must be specified in the statement of work to be applied to non-CAAF personnel.
- (3) Contract performance in the USAFRICOM area of responsibility may require work in dangerous or austere conditions. Except as otherwise provided in the contract, the Contractor accepts the risks associated with required contract performance in such operations.
- (4) When authorized in accordance with paragraph (j) of this clause to carry arms for personal protection, contractor personnel are only authorized to use force for individual self-defense.
- (5) Unless immune from host nation jurisdiction by virtue of an international agreement or international law, inappropriate use of force by contractor personnel authorized to accompany the U.S. Armed Forces can subject such personnel to United States or host nation prosecution and civil liability (see paragraphs (d) and (j)(3) of this clause).
- (6) Service performed by contractor personnel subject to this clause is not active duty or service under 38 U.S.C. 106 note.

(c) Support.

- (1)(i) The Combatant Commander will develop a security plan for protection of contractor personnel in locations where there is not sufficient or legitimate civil authority, when the Combatant Commander decides it is in the interests of the Government to provide security because—
 - (A) The Contractor cannot obtain effective security services;
 - (B) Effective security services are unavailable at a reasonable cost; or
 - (C) Threat conditions necessitate security through military means.
- (ii) In appropriate cases, the Combatant Commander may provide security through military means, commensurate with the level of security provided DoD civilians.
- (2)(i) Generally, CAAF will be afforded emergency medical and dental care if injured while supporting applicable operations. Additionally, all non-CAAF who are injured while in the vicinity of U. S. Armed Forces will normally receive emergency medical and dental care. Emergency medical and dental care includes medical care situations in which life, limb, or eyesight is jeopardized. Examples of emergency medical and dental care include examination and initial treatment of victims of sexual assault; refills of prescriptions for life-dependent drugs; repair of broken bones, lacerations, infections; and traumatic injuries to the dentition. Hospitalization will be limited to stabilization and short-term medical treatment with an emphasis on return to duty or placement in the patient movement system.
- (ii) When the Government provides medical treatment or transportation of contractor personnel to a selected civilian facility, the Contractor shall ensure that the Government is reimbursed for any costs associated with such treatment or transportation.
- (iii) Medical or dental care beyond this standard is not authorized.
- (3)(i) A Synchronized Predeployment and Operational Tracker (SPOT)-generated letter of authorization signed by the Contracting Officer is required for certain contractor personnel to process through a deployment center or to travel to, from, or within the USAFRICOM area of responsibility. The requirement applies to CAAF and, as specified in the statement of work, non-CAAF personnel.
- (ii) The letter of authorization will identify any additional authorizations, privileges, or Government support that contractor personnel are entitled to under this contract. USAFRICOM has limited capability to provide Government-furnished life-support services to contractors in the USAFRICOM area of responsibility. In instances where Government-furnished life support services are neither available nor authorized in the contract, the SPOT-generated letter of authorization, signed by the Contracting Officer, shall be annotated with “None” checked for Government-furnished life-support services.
- (iii) Contractor personnel who are issued a letter of authorization shall carry it with them at all times while deployed.
- (4) Unless specified elsewhere in this contract, the Contractor is responsible for all other support required for its personnel engaged in the USAFRICOM area of responsibility under this contract.

(d) Compliance with laws and regulations.

(1) The Contractor shall comply with, and shall ensure that its personnel performing in the USAFRICOM area of responsibility are familiar with and comply with, all applicable—

- (i) United States, host country, and third country national laws;
- (ii) Provisions of the law of war, as well as any other applicable treaties and international agreements;
- (iii) United States regulations, directives, instructions, policies, and procedures; and
- (iv) Orders, directives, and instructions issued by the Combatant Commander, including those relating to force protection, security, health, safety, or relations and interaction with local nationals.

(2) The Contractor shall institute and implement an effective program to prevent violations of the law of war by its employees and subcontractors, including law of war training in accordance with paragraph (e)(1)(vii) of this clause.

(3) The Contractor shall ensure that all contractor personnel are aware—

- (i) Of the DoD definition of “sexual assault” in DoDD 6495.01, Sexual Assault Prevention and Response Program;
- (ii) That the offenses addressed by the definition are covered under the Uniform Code of Military Justice (see paragraph (e)(2)(iv) of this clause). Other sexual misconduct may constitute offenses under the Uniform Code of Military Justice, Federal law, such as the Military Extraterritorial Jurisdiction Act, or host nation laws; and
- (iii) That the offenses not covered by the Uniform Code of Military Justice may nevertheless have consequences for the contractor employees (see paragraph (h)(1) of this clause).

(4) The Contractor shall report to the appropriate investigative authorities, identified in paragraph (d)(6) of this clause, any alleged offenses under—

- (i) The Uniform Code of Military Justice (chapter 47 of title 10, United States Code) (applicable to contractors serving with or accompanying an armed force in the field during a declared war or contingency operations); or
- (ii) The Military Extraterritorial Jurisdiction Act (chapter 212 of title 18, United States Code).

(5) The Contractor shall provide to all contractor personnel who will perform work on a contract in the deployed area, before beginning such work, information on the following:

- (i) How and where to report an alleged crime described in paragraph (d)(4) of this clause.
- (ii) Where to seek victim and witness protection and assistance available to contractor personnel in connection with an alleged offense described in paragraph (d)(4) of this clause.
- (iii) This section does not create any rights or privileges that are not authorized by law or DoD policy.

(6) The appropriate investigative authorities to which suspected crimes shall be reported include the following—

- (i) US Army Criminal Investigation Command at <http://www.cid.army.mil/reportacrime.html>;
- (ii) Air Force Office of Special Investigations at <http://www.osi.af.mil>;
- (iii) Navy Criminal Investigative Service at <http://www.ncis.navy.mil/Pages/publicdefault.aspx>;
- (iv) Defense Criminal Investigative Service at <http://www.dodig.mil/HOTLINE/index.html>; and
- (v) To any command of any supported military element or the command of any base.

(7) Personnel seeking whistleblower protection from reprisals for reporting criminal acts shall seek guidance through the DoD Inspector General hotline at 800-424-9098 or www.dodig.mil/HOTLINE/index.html. Personnel seeking other forms of victim or witness protections should contact the nearest military law enforcement office.

(8) The Contractor shall ensure that Contractor employees supporting the U.S. Armed Forces deployed outside the United States are aware of their rights to—

- (i) Hold their own identity or immigration documents, such as passport or driver’s license;
- (ii) Receive agreed upon wages on time;
- (iii) Take lunch and work-breaks;
- (iv) Elect to terminate employment at any time;
- (v) Identify grievances without fear of reprisal;
- (vi) Have a copy of their employment contract in a language they understand;
- (vii) Receive wages that are not below the legal in-country minimum wage;
- (viii) Be notified of their rights, wages, and prohibited activities prior to signing their employment contract; and
- (ix) If housing is provided, live in housing that meets host-country housing and safety standards.

(e) Preliminary personnel requirements.

(1) The Contractor shall ensure that the following requirements are met prior to deploying CAAF and, as specified in the statement of work, non-CAAF (specific requirements for each category will be specified in the statement of work or elsewhere in the contract):

- (i) All required security and background checks are complete and acceptable.
- (ii) All such personnel deploying in support of an applicable operation—

- (A) Are medically, dentally, and psychologically fit for deployment and performance of their contracted duties;
 - (B) Meet the minimum medical screening requirements, including theater-specific medical qualifications as established by the Geographic Combatant Commander (as posted to the Geographic Combatant Commander's website or other venue); and
 - (C) Have received all required immunizations as specified in the contract.
- (1) During predeployment processing, the Government will provide, at no cost to the Contractor, any military-specific immunizations and/or medications not available to the general public.
 - (2) All other immunizations shall be obtained prior to arrival at the deployment center.
 - (3) All such personnel, as specified in the statement of work, shall bring to the USAFRICOM area of responsibility a copy of the U.S. Centers for Disease Control and Prevention (CDC) Form 731, International Certificate of Vaccination or Prophylaxis as approved by the World Health Organization, (also known as "shot record" or "Yellow Card") that shows vaccinations are current.
- (iii) Deploying personnel have all necessary passports, visas, and other documents required to enter and exit the USAFRICOM area of responsibility and have a Geneva Conventions identification card, or other appropriate DoD identity credential, from the deployment center.
 - (iv) Special area, country, and theater clearance is obtained for all personnel deploying. Clearance requirements are in DoD Directive 4500.54E, DoD Foreign Clearance Program. For this purpose, CAAF are considered non-DoD personnel traveling under DoD sponsorship.
 - (v) All deploying personnel have received personal security training. At a minimum, the training shall—
 - (A) Cover safety and security issues facing employees overseas;
 - (B) Identify safety and security contingency planning activities; and
 - (C) Identify ways to utilize safety and security personnel and other resources appropriately.
 - (vi) All personnel have received isolated personnel training, if specified in the contract, in accordance with DoD Instruction 1300.23, Isolated Personnel Training for DoD Civilian and Contractors.
 - (vii) Personnel have received law of war training as follows:
 - (A) Basic training is required for all such personnel. The basic training will be provided through—
 - (1) A military-run training center; or
 - (2) A web-based source, if specified in the contract or approved by the Contracting Officer.
 - (B) Advanced training, commensurate with their duties and responsibilities, may be required for some Contractor personnel as specified in the contract.
- (2) The Contractor shall notify all personnel who are not a host country national, or who are not ordinarily resident in the host country, that—
 - (i) Such employees, and dependents residing with such employees, who engage in conduct outside the United States that would constitute an offense punishable by imprisonment for more than one year if the conduct had been engaged in within the special maritime and territorial jurisdiction of the United States, may potentially be subject to the criminal jurisdiction of the United States in accordance with the Military Extraterritorial Jurisdiction Act of 2000 (18 U.S.C. 3621, et seq.);
 - (ii) Pursuant to the War Crimes Act (18 U.S.C. 2441), Federal criminal jurisdiction also extends to conduct that is determined to constitute a war crime when committed by a civilian national of the United States;
 - (iii) Other laws may provide for prosecution of U.S. nationals who commit offenses on the premises of U.S. diplomatic, consular, military or other U.S. Government missions outside the United States (18 U.S.C. 7(9));
 - (iv) In time of declared war or a contingency operation, CAAF and selected non-CAAF are subject to the jurisdiction of the Uniform Code of Military Justice under 10 U.S.C. 802(a)(10);
 - (v) Such employees are required to report offenses alleged to have been committed by or against contractor personnel to appropriate investigative authorities; and,
 - (vi) Such employees will be provided victim and witness protection and assistance.
 - (f) Processing and departure points. CAAF and, as specified in the statement of work, non-CAAF personnel shall—
 - (1) Process through the deployment center designated in the contract, or as otherwise directed by the Contracting Officer, prior to deploying. The deployment center will conduct deployment processing to ensure visibility and accountability of contractor personnel and to ensure that all deployment requirements are met, including the requirements specified in paragraph (e)(1) of this clause;
 - (2) Use the point of departure and transportation mode directed by the Contracting Officer; and

(3) Process through a designated reception site upon arrival at the deployed location. The designated reception site will validate personnel accountability, ensure that specific USAFRICOM area of responsibility entrance requirements are met, and brief contractor personnel on theater-specific policies and procedures.

(g) Personnel data. The Contractor shall—

(1) Use the SPOT web-based system, or its successor, to account for—

(i) Data for all CAAF supporting the U.S. Armed Forces deployed outside the United States.

(ii) All contractor personnel who are United States citizens and third-country nationals, when the personnel will be performing in the USAFRICOM area of responsibility regardless of the length of performance or contract value; and

(iii) All private security contractor personnel and their equipment, and all other contractor personnel authorized to carry weapons, when the personnel are performing in the USAFRICOM area of responsibility regardless of the length of performance or contract value.

(2) Enter the required information about their Contractor personnel and their equipment prior to deployment and shall continue to use the SPOT web-based system at <https://spot.dmdc.mil> to maintain accurate, up-to-date information throughout the deployment for all Contractor personnel. Changes to status of individual Contractor personnel relating to their in-theater arrival date and their duty location, including closing out the deployment with their proper status (e.g., mission complete, killed, wounded) shall be annotated within the SPOT database in accordance with the timelines established in the SPOT Business Rules at http://www.acq.osd.mil/log/PS/ctr_mgt_accountability.html.

(3) The Contractor shall submit to the Contracting Officer for SPOT reporting, not later than the 10th day of each month, an aggregate count of all local national employees performing in the USAFRICOM area of responsibility, by country of performance, for 30 days or longer under a contract valued at or above \$150,000 annually. Contractors using local national day laborers shall count each individual hired during the 30-day period only once.

(4) For classified contracts, users shall access SPOT at <https://spot.dmdc.osd.smil.mil>. To obtain access, contact the SPOT Customer Support Team via email: dodhra.beau-alex.dmdc.mbx.spot-helpdesk@mail.mil.

(h) Contractor personnel.

(1) The Contracting Officer may direct the Contractor, at its own expense, to remove and replace any contractor personnel who jeopardize or interfere with mission accomplishment or who fail to comply with or violate applicable requirements of this contract. Such action may be taken at the Government's discretion without prejudice to its rights under any other provision of this contract, including the Termination for Default clause.

(2) The Contractor shall identify all personnel who occupy a position designated as mission essential and ensure the continuity of essential Contractor services during designated operations, unless, after consultation with the Contracting Officer, Contracting Officer's Representative, or local commander, the Contracting Officer directs withdrawal due to security conditions.

(3) The Contractor shall ensure that contractor personnel follow the guidance at paragraph (e)(2)(v) of this clause and any specific Combatant Commander guidance on reporting offenses alleged to have been committed by or against contractor personnel to appropriate investigative authorities.

(4) Contractor personnel shall return all U.S. Government-issued identification, including the Common Access Card, to appropriate U.S. Government authorities at the end of their deployment (or, for non-CAAF, at the end of their employment under this contract).

(i) Military clothing and protective equipment.

(1) Contractor personnel are prohibited from wearing military clothing unless specifically authorized in writing by the Combatant Commander or subordinate joint force commanders. If authorized to wear military clothing, contractor personnel must—

(i) Wear distinctive patches, arm bands, nametags, or headgear, in order to be distinguishable from military personnel, consistent with force protection measures; and

(ii) Carry the written authorization with them at all times.

(2) Contractor personnel may wear military-unique organizational clothing and individual equipment required for safety and security, such as ballistic, nuclear, biological, or chemical protective equipment.

(3) The deployment center, or the Combatant Commander, shall issue organizational clothing and individual equipment and shall provide training, if necessary, to ensure the safety and security of contractor personnel.

(4) The Contractor shall ensure that all issued organizational clothing is returned to the point of issue, unless otherwise directed by the Contracting Officer.

(j) Weapons.

- (1) If the Contractor requests that its personnel performing in the USAFRICOM area of responsibility be authorized to carry weapons for individual self-defense, the request shall be made through the Contracting Officer to the Combatant Commander, in accordance with DoD Instruction 3020.41. The Combatant Commander will determine whether to authorize in-theater contractor personnel to carry weapons and what weapons and ammunition will be allowed.
- (2) If contractor personnel are authorized to carry weapons in accordance with paragraph (j)(1) of this clause, the Contracting Officer will notify the Contractor what weapons and ammunition are authorized.
- (3) The Contractor shall ensure that its personnel who are authorized to carry weapons—
 - (i) Are adequately trained to carry and use them—
 - (A) Safely;
 - (B) With full understanding of, and adherence to, the rules of the use of force issued by the Combatant Commander; and
 - (C) In compliance with applicable agency policies, agreements, rules, regulations, and other applicable law;
 - (ii) Are not barred from possession of a firearm by 18 U.S.C. 922;
 - (iii) Adhere to all guidance and orders issued by the Combatant Commander regarding possession, use, safety, and accountability of weapons and ammunition;
 - (iv) Comply with applicable Combatant Commander, subordinate joint force commander, and local commander force-protection policies; and
 - (v) Understand that the inappropriate use of force could subject them to U.S. or host-nation prosecution and civil liability.
- (4) Whether or not weapons are Government-furnished, all liability for the use of any weapon by contractor personnel rests solely with the Contractor and the Contractor employee using such weapon.
- (5) Upon redeployment or revocation by the Combatant Commander of the Contractor's authorization to issue firearms, the Contractor shall ensure that all Government-issued weapons and unexpended ammunition are returned as directed by the Contracting Officer.
- (k) Vehicle or equipment licenses. Contractor personnel shall possess the required licenses to operate all vehicles or equipment necessary to perform the contract in the USAFRICOM area of responsibility.
- (l) Purchase of scarce goods and services. If the Combatant Commander has established an organization for the USAFRICOM area of responsibility whose function is to determine that certain items are scarce goods or services, the Contractor shall coordinate with that organization local purchases of goods and services designated as scarce, in accordance with instructions provided by the Contracting Officer.
- (m) Evacuation.
 - (1) If the Combatant Commander orders a mandatory evacuation of some or all personnel, the Government will provide assistance, to the extent available, to contractor personnel who are U.S. citizens and third country nationals.
 - (2) In the event of a non-mandatory evacuation order, unless authorized in writing by the Contracting Officer, the Contractor shall maintain personnel on location sufficient to meet obligations under this contract.
- (n) Next of kin notification and personnel recovery.
 - (1) The Contractor shall be responsible for notification of the employee-designated next of kin in the event an employee dies, requires evacuation due to an injury, or is isolated, missing, detained, captured, or abducted.
 - (2) The Government will assist in personnel recovery actions in accordance with DoD Directive 3002.01E, Personnel Recovery in the Department of Defense.
- (o) Mortuary affairs. Contractor personnel who die while in support of the U.S. Armed Forces shall be covered by the DoD mortuary affairs program as described in DoD Directive 1300.22, Mortuary Affairs Policy, and DoD Instruction 3020.41, Operational Contract Support.
- (p) Changes. In addition to the changes otherwise authorized by the Changes clause of this contract, the Contracting Officer may, at any time, by written order identified as a change order, make changes in the place of performance or Government-furnished facilities, equipment, material, services, or site. Any change order issued in accordance with this paragraph (p) shall be subject to the provisions of the Changes clause of this contract.
- (q) Subcontracts. The Contractor shall incorporate the substance of this clause, including this paragraph (q), in all subcontracts that require subcontractor personnel to perform in the USAFRICOM area of responsibility.

(End of clause)

5252.216-9302 INDEFINITE QUANTITY (JUN 1994)

This is an indefinite-quantity contract for the services specified, and effective for the period stated previously.

Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the services specified in the Schedule up to an including the "maximum" fee total designated previously.

There is no limit on the number of orders that may be issued subject only to the maximum annual value of the contract.

Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period.

5252.217-9301 OPTION TO EXTEND THE TERM OF THE CONTRACT – SERVICES (JUN 1994)

(a) The Government may extend the term of this contract for a term of one (1) to twelve (12) months by written notice to the Contractor within the performance period specified in the Schedule; provided that the Government shall give the Contractor a preliminary written notice of its intent to extend before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option provision.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed ninety-six (96) months.

5252.237-9301 SUBSTITUTIONS OF KEY PERSONNEL (JUN 1994)

The Contractor shall provide complete resumes for proposed substitutes, and any additional information requested by the Contracting Officer. Proposed substitutes should have comparable qualifications to those of the persons being replaced. The Contracting Officer will notify the Contractor within 15 days after receipt of all required information of the consent on substitutes. No change in fixed unit prices may occur as a result of key personnel substitution.

5252.242-9305 PRE-PERFORMANCE CONFERENCE (JUL 1995)

Within 45 days of contract award, prior to commencement of the work, the Contractor will meet in conference with representatives of the Contracting Officer, at a time to be determined by the Contracting Officer, to discuss and develop mutual understanding relative to scheduling and administering work.

5252.245-9300 GOVERNMENT-FURNISHED PROPERTY, MATERIALS AND SERVICES (SEP 2014)

In accordance with FAR clause 52.245-1, Government Property (JUN 2007), Section I, the Government will provide the Contractor the use of Government-owned equipment, and utilities for use only in connection with this

contract. All such equipment, and materials will be provided in "as is" condition and their use is at the option of the Contractor. The use of Government-furnished property and services for other purposes is prohibited.

(a) Government-Furnished Facilities. None

(b) Government-Furnished Equipment. The Government will provide the Contractor the use of existing and available Government-owned equipment as listed in Attachment J-0200000-05.

(1) The Contractor shall provide periodic servicing, maintenance, and repair of the equipment accepted for use. Servicing, maintenance, and repair shall be provided in accordance with the manufacturer's recommendations, and records of all work performed shall be maintained and made available to the Contracting Officer upon request.

(2) The total or partial breakdown or failure of the Government-furnished equipment shall not relieve the Contractor of responsibility to fully perform the work of the contract. Upon completion or termination of the contract, all Government-owned equipment shall be returned to the Government in the same condition as received, except for normal wear and tear. Equipment which becomes worn out due to normal wear and tear shall be returned to the Government and its replacement shall be the responsibility of the Contractor at no additional cost to the Government. The Contractor shall be responsible for the cost of any repairs or replacement caused by negligence or abuse.

(3) The Contractor and the Contracting Officer shall conduct a joint inventory before commencing work under this contract to determine the exact number and serviceability of Government-furnished equipment. The Contractor shall then certify the findings of this inventory, assume accounting responsibility, and subsequently report inventory discrepancies to the Contracting Officer. Government-furnished equipment shall not be removed from the military base/facility unless approved by the Contracting Officer in writing.

(c) Government-Furnished Material. None

(d) Availability of Utilities. The Government will furnish (refer to Annex 2.4.2 Government-Furnished Utilities) such as electricity, fresh water, and sewage services) at existing outlets for use in those facilities provided by the Government, and as may be required for the work to be performed under the contract. Information concerning the location of existing outlets may be obtained from the Contracting Officer. The Contractor shall provide and maintain, at his expense, the necessary service lines from existing Government outlets to the site of work.

(1) Utilities specified above will be furnished at no cost to the Contractor

(e) Availability of Services. The Government

(f) will provide custodial services and/or refuse collection from existing collection points. Annex 2.4.5 Government-Furnished Services contains a listing of the services provided by the government. If the Government does not provide refuse collection, the contractor will be required to dispose of all garbage and other waste materials generated by his work at a licensed off site landfill. (End of clause)

5252.245-9302 LIMITED ASSUMPTION OF RISK BY GOVERNMENT (JUN 1994)

(a) Title of all work in place shall be in the Government, and title to all property intended for incorporation in the work shall vest in the Government upon delivery thereof to the site of the work. The term "Government-owned property" as used in this clause refers to such work in place and to such other property as to which title has vested in the Government and includes any property furnished or rented to the Contractor by the Government. Upon completion of the work, any such Government-owned property not a part of the work (except property rented to, or furnished without charge to the Contractor by the Government) shall become the property of the Contractor. The vesting of title in the Government, as provided in this paragraph, shall in no way relieve the Contractor of any obligations otherwise

provided in this contract in respect to such Government-owned property except as expressly stated in paragraph (b) of this clause.

(b) The Contractor represents that the contract price does not include the cost of insurance, nor any provision for a reserve, covering the risk assumed by the Government under this paragraph.

The Government assumes the risk of loss or damage to such Government-owned property (including expenses incidental to such loss or damage) which results directly or indirectly from the explosion of Government-owned or controlled munitions (including, without limitations, ammunition, bombs, powder, dynamite and other explosives), whether or not caused by negligence, except that the Government does not assume at any time the risk of, and the Contractor shall be responsible for, such loss or damage (1) which is in fact covered by insurance or for which Contractor is otherwise reimbursed, or (2) which results from disregard of proper instructions of the Contracting Officer, on the part of any of the Contractor's directors, officers or any other representatives having supervision or direction of all or substantially all the Contractor's operations under this contract.

(c) In the event of loss or damage to Government-owned property resulting from the risk assumed by the Government hereunder, the Contracting Officer shall determine whether, and to what extent, such property shall be rebuilt, repaired or replaced by the Contractor or otherwise. Should this determination cause an increase or decrease in the cost of doing the work under this contract or time required for its performance, an equitable adjustment shall be made as provided in the changes clause of the contract.

(d) The provisions contained in the statement of work under "Permits and Responsibilities," are to be deemed modified by this clause only to the extent required to give effect to the limited assumption of risk provided in this clause.

5252.248-1 VALUE ENGINEERING (MAR 1989) (NAVFAC DEVIATION NOV 1998)

(a) The Contractor is entitled, as prescribed in this clause, to share in cost savings resulting from the implementation of cost reduction projects, which are presented to the Government in the form of Cost Reduction Proposals (CRP) and approved by the Contracting Officer. These cost reduction projects may require changes to the terms, conditions or Section C, Performance Work Statement, of this contract. Any cost reduction projects must not change the essential function of any products to be delivered or the essential purpose of services to be provided under the contract.

(b) Definitions.

(1) Cost savings - as contemplated by this clause, means savings that result from instituting changes to this contract, as identified in an approved Cost Reduction Proposal.

(2) Cost Reduction Proposal (CRP) - For the purpose of this clause, a Cost Reduction Proposal means a proposal that achieves cost savings as described in this clause. These alternatives must result in a net reduction in the contract price to the Government. The proposal will include technical and cost information sufficient to enable the Contracting Officer to evaluate the CRP and approve or disapprove it.

(3) Contractor implementation costs - As used in this clause, contractor implementation costs shall mean those costs which the Contractor incurs on this contract in developing, preparing, submitting, and negotiating a CRP; as well as those costs the Contractor will incur to make any structural or organizational changes in order to implement an approved CRP.

(4) Government cost - As used in this clause, the term government costs means internal costs of the Government agency, which result directly from development, and implementation of the CRP. These may include, but are not limited to, costs associated with the administration of the contract or with such contractually related functions such as testing, operations, maintenance and logistics support. These costs

also include costs associated with other Agency contracts (including changes in contract price or cost and fee) that may be affected as a result of the implementation of a CRP. They do not include the normal administrative costs of reviewing and processing the CRP.

(c) General. The Contractor shall develop, prepare and submit CRPs with supporting information, as detailed in paragraph (e) and (f) of this clause to the Contracting Officer. The CRP will describe the proposed cost reduction activity in sufficient detail to enable the Contracting Officer to evaluate it and to approve or disapprove it. The Contractor shall share in any net cost savings realized from approved and implemented CRPs that reduce the price of this contract. The Contractor's actual percentage share of the cost savings shall be a matter for negotiation with the Contracting Officer, but shall not, in any event, exceed 50% of the total net cost savings recognized by the Contracting Officer. The Contractor may propose changes in other activities that impact performance on its contract, including government and other contractor operations, if such changes will optimize cost savings. A Contractor shall not be entitled to share, however, in any cost savings that are internal to the Government, or which result from changes made to any contracts to which it is not a party even if those changes were proposed as a part of its CRP. Early communication between the Contractor and the Government is encouraged.

(d) Computation of cost savings. The cost savings to be shared between the Government and the Contractor will be computed by the Contracting Officer by comparing a current estimate to complete (ETC) for the covered contract, as structured before implementation of the proposed CRP, to a revised ETC which takes into account the implementation of that CRP. The cost savings to be shared shall be reduced by any cost overrun, whether experienced or projected, that is identified on this contract before implementation of the CRP. Although a CRP may result in cost savings that extend far into the future, the period in which the Contractor may share in those savings, will be limited to the remaining term of the contract. Implementation costs of the Contractor savings initiative must be considered and specifically identified in the revised ETC. The Contracting Officer shall offset Contractor cost savings by any increased costs (whether implementing or recurring) to the Government when computing the total cost savings to be shared. The Contractor shall not be entitled, under this clause, to share in any cost reductions to the contract that are the result of changes stemming from any action other than an approved CRP.

(e) Processing of Cost Saving Initiatives. There is an initial submittal, which shall include the following information, as applicable, in sufficient detail for the Government to determine the feasibility of further investigation of the initiative.

(1) Initiative title and description, including contract references (paragraph numbers), if appropriate; estimated total price; what the Contractor would provide; what the Government would provide; the duration of the agreement; anticipated total revenues, expenses and net gains for the agreement period; pay back schedule; risk assessment; percentage of distribution of revenues generated; drawings and maps of the affected areas and facilities; potential impacts to the Government; potential benefits; the impact to the BOSC, etc. Initiatives should minimize any adverse impact to operations and mission capability, legal requirements, and public health and safety.

(f) Supporting Information. As a minimum, the Contractor shall provide the following supporting information with each CRP:

(1) Identification of the current contract requirements or established procedures and/or organizational support, which are proposed to be changed.

(2) A description of the difference between the current process or procedure and the proposed change. This description shall address how proposed changes will meet the Government's requirements and discuss the advantages and disadvantages of the existing practice and the proposed changes.

(3) A list of contract requirements, which must be revised, if any, if the CRP is approved, along with proposed revisions. Any changes to the Government contract management process should also be addressed.

(4) Detailed cost estimates, which reflect the implementation costs of the CRP.

(5) An updated ETC for the covered contract, unchanged and a revised ETC for the covered contract, which reflects changes resulting from implementing the CRP. If the CRP proposes changes to only a limited number of elements of the contract, the ETCs need only address those portions of the contract that have been impacted. Each ETC shall depict the level of costs incurred or to be incurred by year, or to the level of detail required by the Contracting Officer. If other CRPs have been proposed or approved on a contract, the impact of these CRPs must be addressed in the computation of the cost savings to ensure that the cost savings identified are attributable only to the CRP under consideration in the instant case.

(6) Identification of any other previous submissions of the CRP, including the dates submitted the agencies and contracts involved, and the disposition of those submittals.

(g) Administration.

(1) Within 60 days of receipt, the Contracting Officer shall complete an initial evaluation of any proposed cost reduction plan to determine its feasibility. Failure of the Contracting Officer to provide a response within 60 days shall not be construed as approval of the CRP. The Government shall promptly notify the Contractor of the results of its initial evaluation and indicate what, if any, further action will be taken. If the Government determines that the proposed CRP has merit, it will open discussions with the Contractor to establish the cost savings to be recognized, the Contractor's share of the cost savings, and a payment schedule. The Contractor shall continue to perform in accordance with the terms and conditions of the existing contract until a contract modification is executed by the Contracting Officer. The modification shall constitute approval of the CRP, adjust the contract cost and/or price, establish the Contractor's share of cost savings, and incorporate the agreed to payment schedule.

(2) The Contractor will receive payment by submitting invoices to the Contracting Officer for approval. The amount and timing of individual payments will be made in accordance with the schedule to be established with the Contracting Officer. Notwithstanding the overall savings recognized by the Contracting Officer as a result of an approved CRP, payment of any portion of the Contractor's share of the savings shall not be made until the Government begins to realize a net cost savings on the contract (i.e., implementation, startup and other increased costs resulting from the change have been offset by cumulative cost savings). Savings associated with unexercised options will not be paid unless and until the contract options are exercised. It shall be the responsibility of the Contractor to provide such justification as the Contracting Officer deems necessary to substantiate that cost savings are being achieved.

(3) Any future activity, including a merger or acquisition undertaken by the Contractor (or to which the Contractor becomes an involved party), which had the effect of reducing or reversing the cost savings realized from an approved CRP for which the Contractor has received payment may be cause for recomputing the net cost savings associated with any approved CRP. The Government reserves the right

to make an adjustment to the Government's share of cost savings and to receive a refund of moneys paid if necessary. Such adjustment shall not be made without notifying the Contractor in advance of the intended action and affording the Contractor an opportunity for discussion.

(h) Limitations. Contract requirements that are imposed by statute shall not be targeted for cost reduction exercises. The Contractor is precluded from receiving reimbursements under both this clause and other incentive clauses of the contract, if any, for the same cost reductions.

(i) Disapproval of, or failure to approve any proposed cost reduction proposal shall not be considered a dispute subject to remedies under the Disputes clause.

(j) Cost savings paid to the Contractor in accordance with the provisions of this clause do not constitute profit or fee within the limitations imposed by 10 U.S.C. 2306(d) and 41 U.S.C. 254(b).

5253 The Government reserves the right to use the cost saving initiatives developed in this contract wherever and whenever they would be determined advantageous to the Government.

End of Clause

Section J - List of Documents, Exhibits and Other Attachments

SECTION J:

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

NOTE: The individual files for Section J are attached separately. (Note: The documents are provided under “additional documents” on NECO under the solicitation number.)

This contract incorporates by reference the following attachments as if they were fully set forth herein. Please see the following attachments as part of this solicitation:

SECTION J DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS TABLE OF CONTENTS	
ATTACHMENT NUMBER	ATTACHMENT TITLE
J-1	Corporate Experience Form <i>(File is a separate Word attachment)</i>
J-2	Past Performance Questionnaire <i>(File is a separate Word attachment)</i>
J.B-1	FTE Worksheet <i>(File is a separate Excel attachment)</i>
J-3	One Day Pass Request <i>(File is a separate Excel attachment)</i>
J-4	Pre-Award Inquiry Form <i>(File is a separate Excel attachment)</i>
J-0200000	Management and Administration (Includes J-0200000-01 through J-0200000-12)
J-0200000-11	Current and Historical HCN Labor Allocation Rates
J-0200000-12	Exhibit Line Item Numbers <i>(File is a separate Excel attachment)</i>
J-0401000	Force Protection (Includes J-0401000-01 through J-0401000-08)
J-0402000	Fire & Emergency Services (Includes J-0402000-01 through J-0402000-06)
J-0403000	Emergency Management (Includes J-0403000-01 through J-0403000-05)
J-0501050	Airfield Facilities (Includes J-0501050-01 through J-0501050-07)
J-0501070	Passenger Terminal & Cargo Handling (Includes J-0501070-01 through J-0501070-04)
J-0700000	Ordnance (Includes J-0700000-01 through J-0700000-02)
J-1001000	Material Management (Includes J-1001000-01 through J-1001000-02)
J-1002000	Supply Services (Includes J-1002000-01 through J-1002000-03)
J-1200000	MWR (Includes J-1200000-01 through J-1200000-11)
J-1300000	Galley (Includes J-1300000-01 through J-1300000-07)
J-1402000	Unaccompanied Housing (Includes J-1402000-01 through J-1402000-05)
J-1501000	Facility Management (Includes J-1501000-01 through J-1501000-08)
J-1502000	Facilities Investment (Includes J-1502000-01 through J-1502000-27)

J-1503010	Custodial (Includes J-1503010-01 through J-1503010-04)
J-1503020	Pest Control (Includes J-1503020-01 through J-1503020-11)
J-1503030	ISWM (Includes J-1503030-01 through J-1503030-06)
J-1503050	Grounds Maintenance (Includes J-1503050-01 through J-1503050-04)
J-1503060	Pavement Clearance (Includes J-1503060-01 through J-1503060-02)
J-1601000	Utilities Management (Includes J-11601000-01 through J-1601000-11)
J-1602000	Electrical (Includes J-1602000-01 through J-1602000-07)
J-1604000	Wastewater (Includes J-1604000-01 through J-1604000-08)
J-1606000	Water (Includes J-1606000-01 through J-1606000-10)
J-1700000	BSVE (Includes J-1700000-01 through J-1700000-05)
J-1800000	Environmental (Includes J-1800000-01 through J-1800000-04)

Section K - Representations, Certifications and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE

52.204-8	Annual Representations and Certifications	APR 2016
52.204-16	Commercial and Government Entity Code Reporting	JUL 2015
52.204-17	Ownership or Control of Offeror	NOV 2014
52.209-7	Information Regarding Responsibility Matters	JUL 2013
52.225-20	Prohibition on Conducting Restricted Business Operations in Sudan--Certification	AUG 2009
252.203-7005	Representation Relating to Compensation of Former DoD Officials	NOV 2011
252.204-7007	Alternate A, Annual Representations and Certifications	JAN 2015
252.247-7022	Representation Of Extent Of Transportation Of Supplies By Sea	AUG 1992

CLAUSES INCORPORATED BY FULL TEXT

252.204-7007 ALTERNATE A, ANNUAL REPRESENTATIONS AND CERTIFICATIONS (JAN 2015)

Substitute the following paragraphs (d) and (e) for paragraph (d) of the provision at FAR 52.204-8:

(d)(1) The following representations or certifications in the System for Award Management (SAM) database are applicable to this solicitation as indicated:

(i) 252.209-7003, Reserve Officer Training Corps and Military Recruiting on Campus--Representation. Applies to all solicitations with institutions of higher education.

(ii) 252.216-7008, Economic Price Adjustment--Wage Rates or Material Prices Controlled by a Foreign Government. Applies to solicitations for fixed-price supply and service contracts when the contract is to be performed wholly or in part in a foreign country, and a foreign government controls wage rates or material prices and may during contract performance impose a mandatory change in wages or prices of materials.

(iii) 252.222-7007, Representation Regarding Combating Trafficking in Persons, as prescribed in 222.1771. Applies to solicitations with a value expected to exceed the simplified acquisition threshold.

(iv) 252.225-7042, Authorization to Perform. Applies to all solicitations when performance will be wholly or in part in a foreign country.

(v) 252.225-7049, Prohibition on Acquisition of Commercial Satellite Services from Certain Foreign Entities--Representations. Applies to solicitations for the acquisition of commercial satellite services.

(vi) 252.225-7050, Disclosure of Ownership or Control by the Government of a Country that is a State Sponsor of Terrorism. Applies to all solicitations expected to result in contracts of \$150,000 or more.

(vii) 252.229-7012, Tax Exemptions (Italy)--Representation. Applies to solicitations when contract performance will be in Italy.

(viii) 252.229-7013, Tax Exemptions (Spain)--Representation. Applies to solicitations when contract performance will be in Spain.

(ix) 252.247-7022, Representation of Extent of Transportation by Sea. Applies to all solicitations except those for direct purchase of ocean transportation services or those with an anticipated value at or below the simplified acquisition threshold.

(2) The following representations or certifications in SAM are applicable to this solicitation as indicated by the Contracting Officer: [Contracting Officer check as appropriate.]

___ (i) 252.209-7002, Disclosure of Ownership or Control by a Foreign Government.

___ (ii) 252.225-7000, Buy American--Balance of Payments Program Certificate.

___ (iii) 252.225-7020, Trade Agreements Certificate.

___ Use with Alternate I.

___ (iv) 252.225-7031, Secondary Arab Boycott of Israel.

___ (v) 252.225-7035, Buy American--Free Trade Agreements--Balance of Payments Program Certificate.

___ Use with Alternate I.

___ Use with Alternate II.

___ Use with Alternate III.

___ Use with Alternate IV.

___ Use with Alternate V.

(e) The offeror has completed the annual representations and certifications electronically via the SAM Web site at <https://www.acquisition.gov/>. After reviewing the SAM database information, the offeror verifies by submission of the offer that the representations and certifications currently posted electronically that apply to this solicitation as indicated in FAR 52.204-8(c) and paragraph (d) of this provision have been entered or updated within the last 12 months, are current, accurate, complete, and applicable to this solicitation (including the business size standard applicable to the NAICS code referenced for this solicitation), as of the date of this offer, and are incorporated in this offer by reference (see FAR 4.1201); except for the changes identified below ___ [offeror to insert changes, identifying change by provision number, title, date]. These amended representation(s) and/or certification(s) are also incorporated in this offer and are current, accurate, and complete as of the date of this offer.

FAR/DFARS Clause #	Title	Date	Change

Any changes provided by the offeror are applicable to this solicitation only, and do not result in an update to the representations and certifications located in the SAM database.

(End of provision)

Section L - Instructions, Conditions and Notices to Bidders

SECTION L:**SECTION L:****L.1 PROPOSAL REQUIREMENTS**

a. General Information: The price proposal and non-price proposals shall be submitted in separate three ring binders, tabbed appropriately, and must include a cover page with the name of the prime contractor, addresses, phone and fax numbers, email addresses, solicitation number, and point of contact. Binders must be marked as "Volume 1: Price Proposal" and "Volume 2: Non-price Proposal". Should there be a discrepancy between paper and electronic information, the paper copies shall govern.

b. Team Arrangements: FAR 9.6 define contractor team arrangements. Team arrangements mean: (1) two or more companies form a partnership or joint venture to act as a potential prime contractor or (2) a potential prime contractor agrees with one or more other companies to have them act as its subcontractor under a specified Government contract or acquisition program. All offerors proposing a partnership, joint venture, other teaming arrangement, or resource of a parent company/subsidiary/affiliate shall submit the following information in the front of the price and non-price proposals:

- i. Provide a listing of the team members' corporate name (no abbreviations), address, point of contact, phone number, DUNS Number, and CAGE Code.
- ii. Submit a letter of commitment from the team members. The commitment letter shall clearly identify the expected relationship, role and responsibility of the team member.
- iii. If proposing as a Joint Venture, submit a copy of the Joint Venture Agreement.

c. The signature of the Offeror provided in Box 17 of the SF33 agrees, if this offer is accepted within 180 calendar days from the date of receipt of offers specified as the due date in Box 9 of the SF33 or any extended due date, to furnish any or all items upon which the prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

d. SUBMITTING YOUR PROPOSAL

Proposals must be submitted via express mail carriers or hand-carried the following address:

Naval Facilities Engineering Command, Atlantic Attn: Jennifer Jordan Code ACQ22
Bldg A - Mail Room
6506 Hampton Blvd
Norfolk, Virginia 23508-1278

Annotate solicitation number N62470-15-R-4007 on the bottom of the envelope/box. Proposals must be received and date stamped at the stated address above no later than the date and time identified in block 9 on the SF33.

Security Information

Offerors are advised the Contracting Office is on the Lafayette River Annex, Norfolk Virginia which a secured base and passes are required to enter the Base. Offerors who would like to hand deliver their proposal and who do not currently have a valid badge issued by the Department of Defense (DoD) must have a background check performed prior to receiving their temporary vehicle pass. Offerors who do not possess either a DoD CAC Badge or a RAPIDGATE Badge with access to enter Naval Support Activity Hampton Roads Headquarters, Norfolk Virginia must do the following:

1. Submit a One Day Pass request spreadsheet (Attachment J-3) which is separate from a site visit request) NO LESS THAN 5 BUSINESS DAYS prior to the proposal due date. Please email the completed One Day Pass Request (Attachment J-3) spreadsheet sent via email to Iris Gholston (iris.gholston@navy.mil) and Steve Anderson (steven.k.anderson@navy.mil) with a copy to Jennifer Jordan at (jennifer.s.jordan@navy.mil).

2. Offerors must pick up the temporary visitor one day pass at Naval Station Norfolk Pass & ID Office presenting the following information: Valid Driver's License, Current Vehicle Registration and/or Rental Car Contract, Current State Safety Inspection, and Current Proof of Insurance.

Naval Station Norfolk Pass & ID Office is located at 9040 Hampton Blvd, Building #CD9, Norfolk, VA 23505. All potential offerors must adhere to this notice in order to avoid delay in submitting your proposal. The level of security at Lafayette River Annex may change at any time. As the level of security heightens, the amount of time required to gain access to the Lafayette River Annex also increases.

It is recommended that if visitors are expected to visit NAVFAC Atlantic frequently that they voluntarily obtain a RAPIDGATE ID badge and request access to Naval Support Activity Hampton Roads which includes access to the LRA. Visitors can access the following link to get more details on how to obtain RAPIDGATE badges.

http://www.cnmc.navy.mil/navycni/groups/public/@cnrma/documents/document/cnicp_a269063.pdf

e. PRE-AWARD INQUIRIES/REQUEST FOR PROPOSALS (RFP INFORMATION / CLARIFICATIONS/QUESTIONS)

Contractors are required to review the entire solicitation package before submitting questions. Submit all questions via one document using Attachment J-4, Pre-award Inquiry Form, by E-mail to jennifer.s.jordan@navy.mil no later than fifteen (15) days prior to the RFP due date. This is the most efficient way to ensure all questions are addressed in a timely manner.

f. REQUEST FOR PROPOSAL (RFP) FILES

Solicitations are posted to the Navy Electronic Commerce Online (NECO) website. By necessity, these files are protected to prevent unauthorized editing. The Contract Specialist will post the RFP files to a single website: www.neco.navy.mil.

It is the sole responsibility of the Offeror to obtain the RFP files, along with any amendments, from the NECO website.

L.2 EVALUATION FACTORS FOR AWARD

1. The solicitation requires the evaluation of price and the following non-price factors:

Factor 1 – Corporate Experience

Factor 2 – Technical Approach/Management Approach

Factor 3 – Safety

Factor 4 – Past Performance

The distinction between corporate experience and past performance is corporate experience pertains to the types of work and volume of work completed by a contractor that are comparable to the types of work covered by this requirement, in terms of size, scope, and complexity. Past performance pertains to both the relevance of recent efforts and how well a contractor has performed on the contracts.

2. The relative order of importance of the non-price evaluation factors is as follows: Factors 1 and 2 are of equal importance to each other and, when combined, are equal in importance to the past performance evaluation/performance confidence assessment, Factor 4. When the proposal is evaluated as a whole, Factors 1, 2, and past performance evaluation/ performance confidence assessment combined are approximately equal to price. Factor 3, will be rated Acceptable or Unacceptable. An offeror rated Unacceptable for Factor 3 will be considered ineligible for award, unless discussions are conducted and the Unacceptable rating is corrected through discussions and proposal revisions (if discussions are conducted –Section M, M.1., BASIS FOR AWARD, paragraph 2).

The importance of price will increase if the Offerors' non-price proposals are considered essentially equal in terms of overall quality, or if price is so high as to significantly diminish the value of a non-price proposal's superiority to the Government. Award will be made to the responsible Offeror(s) whose offer conforms to the solicitation and represents the best value to the Government, price and non-price factors considered.

NAVFAC Atlantic Response-Format of proposals for Section L, L3(b) and Clause 5252.201-9300 has been updated to ensure consistency and will include the requirement for one (1) original, four (4) hard copies and two CD's.

L.3 PRICE AND NON-PRICE PROPOSAL CONTENTS

(a) Price:

Volume 1: PRICE PROPOSAL Binder

(1) Solicitation Submittal Requirements: Submit one (1) "Original" and two (2) copies of the price proposal in three-ring binders clearly marked as the Price Proposal. In addition to providing hard copies of the price proposal offerors shall provide two (2) electronic copies of the price proposal on a non-rewritable CD in Microsoft Excel format (Microsoft Office Version 2010 compatible). Offerors are advised that, in the event of a discrepancy between pricing information contained on the CD and the hard copy proposal, the original hard copy will govern. Each copy of the price proposal shall include a separate tab for each item specified below:

Tab: A. Identify the Company profile to include, the Offeror's name, address, names of two (2) points of contact (including title, phone number and email address), the DUNS number and CAGE code;

B. Completed and signed Standard Form 33 (SF-33)

C. Completed Section B, Supplies or Services and Prices (CLINS 0001 through 0016) in U.S. Dollars:

D. Completed Section J, Exhibit Line Item Number (ELIN) Pricing Attachment J-0200000-12.

Offerors shall enter their proposed unit prices and total amounts in U.S. Dollars for all Exhibit Line Item Numbers (ELINS) for the Base Period and all Option Periods;

E. Representations and Certifications (ref: <https://www.sam.gov>).

F. Acknowledgement of all issued solicitation amendment(s) (SF-30's) related to this RFP.

G. Any offeror proposing as a partnership, joint venture, other teaming arrangement, or resource of a parent company/subsidiary/affiliate shall submit the following information in the front of both the price and non-price proposals:

i. Provide a listing of the team members' corporate name (no abbreviations), address, point of contact, phone number, DUNS Number, and CAGE Code.

ii. Submit a letter of commitment from the team members. The commitment letter shall clearly identify the expected relationship, role and responsibility of the team member.

iii. If proposing as a Joint Venture, submit a copy of the Joint Venture Agreement.

NOTES:

- i. Pricing data (Section B CLINS and Exhibit Line Item Numbers (ELINS) spreadsheet (Attachment J-0200000-12) shall be submitted in hard copy and in Excel format (Microsoft Office Version 2010 compatible) on a CD-ROM. Failure to do so may be cause to eliminate the proposal from the competition without further evaluation.
- ii. ELIN unit prices must be rounded to two (2) decimal places only. If an offeror does not round ELIN unit prices to two (2) decimal places then the Government will round the prices to two (2) decimal places and the rounded prices will be used for evaluation purposes. [Use of currency format in all Excel document cells is highly recommended].
- iii. All ELIN unit prices must be no less than \$0.01. If an offeror proposes a unit price less than \$0.01, then the Government will round the unit price to \$0.01 and that rounded price and resultant extended total price will be used for evaluation purposes.
- iv. In the event there is a difference between a unit price and the total amount, the unit price will be held to be the intended offer and the total of the CLIN and ELIN will be recomputed to take into account the change in the contract ELINS. If the offeror provides a total amount for an ELIN but fails to enter the unit price, the total amount divided by the ELIN quantity will be held to be the intended unit price.

- v. Because the pricing evaluation will primarily utilize the electronic files submitted; in the event there is a discrepancy between the Section J ELIN pricing and the Section B CLIN price, the Section J ELIN pricing will be held to be the intended offer.
- vi. Prices provided shall be fully loaded and no other allocations, fees, overheads, G&A, insurance, taxes, profits or any other markups shall be applied when an option is exercised or a Task Order is issued.
- vii. Costs for Annex 0100000 and Annex 0200000 shall be considered overhead; therefore, their costs shall be allocated and included throughout the prices proposed for all other annexes.
- viii. Offerors may escalate prices for option years one (1) through seven (7).

Other items required to be submitted with the Price Proposal:

CONTRACTOR PROPOSAL CERTIFICATION:

Contractor is required to certify in writing on page 1 of proposal the following:

_____ (Name of Offeror) warrants that its proposal _____ (of date or other identifier) incorporated herein by reference, including, but not limited to, proposed approaches, staffing, methodology, or work plans, will meet the performance objectives set forth in this contract during the execution thereof. The contractor is not excused from meeting such performance objectives in the event such proposal proves inadequate as conceived or executed to meet such performance objectives. The contractor understands that it bears all of the cost and performance risk associated with adopting acceptable additional (and/or alternative) means or methods of meeting the performance objectives.

CONTRACTOR RESPONSIBILITY INFORMATION:

Please submit the below items (a through c) with your price proposal in a SEALED envelope. Although this information is required to be submitted with your firm's price proposal, this information will not be evaluated as part of the price proposal. This information forms the basis of your firm's responsibility determination should your firm be considered for award. In order to be eligible for award, your firm must be determined responsible in accordance with FAR Part 9, specifically 9.104-1, General Standards.

- a. Provide the latest three complete fiscal year financial statements for the prime contractor, certified by an independent accounting firm, if practicable, or at least by an authorized officer of the organization. Submit evidence of availability of working/operating capital, which will be used for the performance of the resultant contract. For Joint Venture arrangements submit the latest three complete fiscal year financial statements for each Joint Venture company and discuss the financial responsibilities among the companies. The Government may also utilize Dun & Bradstreet reports to evaluate the financial capacity of the offeror.
- b. One (1) signed Bank Reference demonstrating adequate financial resources. If your firm has a line of credit, provide information on how many figures can your firm borrow against the line of credit (i.e. medium 6 figures-exact line of credit is not required).
- c. Three (3) signed credit references. Credit references must verify that your firm pays its creditors timely and in accordance with the terms negotiated with the creditor.

(b) Non-cost/price Factors:

Solicitation Submittal Requirements: Submit one (1) original and (4) hard copies in 8-1/2 x 11 format, font size 12 in three ring binders and tabbed appropriately by major evaluation factors along with two (2) CD copies. Documents should be in Adobe Acrobat format, except the Full Time Equivalent (FTE) Worksheet Attachment J-B-1 should be in Excel format. No pen and ink changes are allowed. Page limit is forty 40 pages. Pages exceeding the forty (40) single-sided / twenty (20) double-sided page limitation shall not be evaluated. Note: This page limit count does not include the following requested documents: Attachment J-B-1, Full Time Equivalent (FTE) worksheet, Attachment J-2, Past Performance Questionnaire, Teaming and/or Joint Venture Agreements, CPARS, Performance Recognition Documents, or organizational chart information outlined below. Statements such as "will

comply”, or “noted and understood, without supporting narrative to define compliance are not acceptable. cursory responses or responses which merely reiterate or reformulate solicitation language may not be considered as satisfying the requirement of the RFP or as demonstrating the ability to perform. Elaborate brochures or other presentations beyond that sufficient to present a complete and effective proposal are not desired. Elaborate artwork and expensive visual or other presentation aids are not necessary. Organization, clarity, accuracy of information, relevance, and completeness are of prime importance. Each copy of the non-price proposal shall include a separate tab for each item specified below:

TAB 1 - COVER LETTER: The cover letter shall be signed by an employee of the offeror who has authority to approve the positions listed in the cover letter. The cover letter shall include:

- i. The solicitation number.
- ii. The offeror’s name, address, phone number, facsimile number, email address, DUNS and CAGE CODE which is identical to that on the Standard Form (SF) 33, page 1 of the RFP.
- iii. A statement specifying agreement with all terms, conditions, and provisions included in the RFP and agreement to furnish any or all items upon which prices are offered at the price set opposite each item.
- iv. Acknowledgement of all amendments.
- v. Names, titles, and telephone and facsimile numbers (and electronic addresses if available) of persons authorized to negotiate on the offeror’s behalf with the Government in connection with this solicitation.
- vi. Name, title, and signature of person authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent’s authority, unless that evidence has been previously furnished to the issuing office.

TAB 2 – Teaming Info (If applicable):

- vii. Submit a letter of commitment from the team members. The commitment letter shall clearly identify the expected relationship, role and responsibility of the team member.
- viii. If proposing as a Joint Venture, submit a copy of the Joint Venture Agreement.

TAB 3 – Technical Factors:

(1) Factor 1, Corporate Experience:

(i) Solicitation Submittal Requirements: The offeror shall provide a minimum of one (1) and a maximum of five (5) examples of recent and relevant projects to be documented only on the Corporate Experience Project Data Sheet (Attachment J-1). The offeror shall clearly demonstrate recent and relevant experience on projects similar in size, scope, and complexity to the requirements described in the Performance Work Statement (PWS) within the last five (5) years preceding the release date of the solicitation. For purposes of this evaluation, a relevant project is further defined as Base Operations Support (BOS) services (or equivalent) encompassing technical specifications 1502000 – Facility Investment and 16060000 (Water, Specifically Reverse Osmosis (RO) Plant Operations) and a minimum of two other technical specification; at least one (1) year of contract performance completed and a contract value of \$5 Million or greater per year. Relevant corporate experience under this procurement can be demonstrated by the aggregate project experience of a contracting team (prime and teaming partners). Additionally individual contracts or task orders can be used only once in demonstrating a relevant project. As an example only: 1300000 – Galley (prime) and 1502000 - Facility Investment (team member A), 1606000 – RO Plant Operations (team member B), and 1700000 – BSVE (prime). Note: Technical specifications 0100000 – General Information, 0200000 – Management and Administration will not be considered or counted towards the minimum of one other technical specification section required to demonstrate corporate experience.

If the offeror is a Joint Venture, recent and relevant experience should be submitted for contract completed by the Joint Venture entity. Projects submitted by Joint Ventures, where the Joint Venture firms performed together (either as partners or in a prime-sub relationship) may be viewed more favorably than projects submitted in which the Joint Venture firms did not perform together. If the Joint Venture does not have such experience, relevant experience shall be submitted for each Joint Venture partner. JV Offerors are still limited to a total of five (5) recent and relevant projects.

Projects performed by the offeror as either a prime contractor or a Joint Venture may be considered more favorably than those submitted for evaluation performed by a subcontractor. If the offeror uses a proposed subcontractor(s) to demonstrate corporate experience, the offeror must: provide a letter of commitment from the subcontractor and the subcontractor's DUNS number if available; submit at least one (1) project for the proposed subcontractor(s); and, demonstrate how the proposed subcontractor will use that corporate experience in the performance of the contract. Offerors are still limited to a total of five (5) recent and relevant contracts.

Offerors with experience performing work OCONUS, may be considered more favorably than offerors without such experience.

Offerors with experience in technical specification 0402000 – Fire and Emergency Services may be considered more favorably than offerors without such experience.

Projects performed by the offeror that demonstrate its experience managing multiple (four or greater) subcontractors may be considered more favorably than those submitted for evaluation without such experience.

If the offeror uses affiliates/subsidiaries/parent/LLC/LTD member companies (name is not exactly as stated on the SF33) to demonstrate corporate experience, the offeror shall clearly demonstrate that the affiliates/subsidiaries/parent/LLC/LTD member companies will have meaningful involvement in the performance of this contract.

The corporate experience requested in Factor 1 (one) must demonstrate the relevancy of the project. The past performance information requested in Factor 4 (four) must be for the same projects the offeror submitted for Corporate experience under factor 1.

For each contract the offeror shall complete the Corporate Experience Questionnaire included as Attachment J.-1. All information shall be provided as requested on the form. Additional notes/directions for completing the form are provided below:

Block 1: The DUNS number requested shall be the DUNS under which the firm listed in Block 1 performed the contract presented-NOT THE DUNS NUMBER that contractor is using under the proposed contract, unless the contract was performed by the contractor under the same DUNS number as the entity submitting the proposal.

Block 2: (1) Check if the firm submitting the experience performed the work presented as a prime, subcontractor, member of a joint venture, or other.

(2) If contract provided was performed by the firm as a subcontractor, include company name, point of contact name, phone number and email address for prime contractor.

(3) If contract provided was performed by the firm as the Prime contractor, provide the percent of work and which technical specifications self-performed under the contract. (Note: If the firm performed the contract as a partner under a JV agreement, and the JV is not the same as a JV proposing under this solicitation, the percent of work and which technical specifications performed shall reflect the work performed by the JV partner providing the experience, not the JV as a whole.) For work performed as a subcontractor, the percent performed and which technical specifications should be based on the work self-performed by them under the subcontracted portion, and not work under the contract as a whole.

Block 3: Contract Information: Do not list a Multiple Award IDIQ contract or a Single Award IDIQ contract as an example of a completed project instead, list relevant completed task orders.

Block 4: Type of Contract/Task Order: (Check ALL that apply)

Block 5: Total Contract Value Amount includes value at award, amount added/deducted by modification, and final project amount. If project was performed as a subcontractor, this amount should reflect the value of the subcontract and not the total value of the project as a whole.

Block 6: Provide a detailed description of the contract and the relevancy to the contract requirements of the RFP. (Note: If contract was performed as a subcontractor, the contract description shall be for the subcontract work and not the contract as a whole.)

Block 7: Provide a detailed description of the work self-performed. The offeror/key subcontractor shall describe its primary role/duties in execution of the work (i.e., the major components of the project which were completed by their staff and major components which were subcontracted out.) Description of work self-performed, should include, as applicable: (1) technical, management and administrative functions- describe the complexity of functions performed; (2) distinctive and/or unique features of the project; and (3) summary of the work accomplished and how it relates to the work required by this solicitation.

IMPORTANT: It is the offeror's responsibility to clearly explain and demonstrate to the Government how its work experience, and the experience of each teaming partner (if applicable) in each submitted project is relevant to the contract requirements in this solicitation. If the offeror does not clearly explain how its experience(s) are relevant to the contract requirements in this specification, the Government may determine that the submitted project experience is not relevant.

(2) Factor 2, Technical Approach/Management Approach:

(i) Solicitation Submittal Requirements: The offeror shall clearly demonstrate its understanding of current industry standards, policies, procedures, and processes utilized in accomplishing the complexity and magnitude of service requirements set forth in the performance objectives and standards of the Performance Work Statement for each of the technical specifications. The offeror shall address each of the following components separately.

a. Staffing Plan

I. Describe staffing levels for the entire contract effort. Provide a completed Attachment J.B-1, Full Time Equivalent (FTE), worksheet (delivered in Excel format) for the total effort to include the prime contractor and all subcontractors for each year (base year and option years). Provide the number of respective FTEs and corresponding labor hours proposed for performing each technical specification aligned to the Exhibit Line Items Numbers (ELIN) spreadsheet. Provide, in narrative form, the rationale for the Basis of Estimate (BOE) (annual productive hours used to develop an FTE) for each technical specification to include individual labor classifications and the number of FTEs per year (base year and option years) for each full time and part time employee. Describe how you will staff the organization including the relationship between overall management (corporate and on-site), administration, and subcontractors to include both indirect and direct personnel. Describe your ability to provide and maintain a qualified workforce including how you will staff each technical specification. Describe how you plan to manage the different workforce and competing priorities at various sites.

ii. Describe your plan on how you will utilize the 1037 LN in performance of the work. Also describe the plan to develop the skills of this workforce and provide information on how you will, over time, replace TCN's with LNs.

iii. Include the approach/methodology to accomplish the performance requirements and detail how the proposed approach will effectively achieve each performance objective and associated performance standard(s) for each technical specification.

b. Technical Approach/Management Approach

i. Demonstrate how the offeror's general management, administration structure and technical approach/methodology will ensure the successful performance of each technical specification while also coordinating, managing and supervising workforce personnel across all technical specifications simultaneously.

1. Organizational Chart – Provide a chart with lines of management authority, supervision, span of control, and accountability, including the relationship between overall management (corporate and on-site), administration, major technical specification area organizations and subcontractors. Do not include the total number or count of FTEs in the organizational chart.

2. The Contractor shall provide a separate concise narrative of how it will implement: 1) data entry in the Government's Computerized Maintenance Management Systems (MAXIMO); 2) Infrastructure Condition Assessment Program (ICAP) requirements in technical specification 1501000 Facility Management; and 3) Utility Infrastructure Condition Assessment (UICAP) and Utility Infrastructure Risk Assessment (UIRA) requirements in technical specification 1601000 Utilities Management.

3. Subcontracting Plan – If proposing to use subcontractor(s), provide a commitment letter from the subcontractor and identify the work, by technical specification that the subcontractor will perform along with the subcontractor's DUNS number, if available. Demonstrate the ability to effectively manage subcontractor(s) across all technical specifications. Do not include the total number or count of FTEs in the subcontracting plan.

4. Quality Management System (QMS) Program - Provide a summary of the proposed QMS program, including staffing, a quality management chart with lines of authority, inspection/surveillance methodology, corrective procedures and follow-up that will be used to ensure full compliance with all performance objectives and standards. Describe the quality management processes (practices, resources, and activities), minimum controls and methodology and how quality management processes will address and ensure the following:

- a. Accurate documentation of work processes, procedures, and output measures;
- b. A systematic procedure for controlling and assuring compliance with all performance objectives and standards as described in technical specification 0200000 Management and Administration;
- c. Accurate documentation of quality inspections and surveillance conducted throughout the execution of work;
- d. Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.

5. Phase-in plan – Provide a “start-up” for performance plan for this contract to include: 1) a schedule for all key events; 2) personnel actions and responsibilities regarding employees at all levels; and 3) plans for acquisition, delivery, storage, inventory and disposal of equipment, working stock, and materials (to include inbound items as applicable). Include Phase-in methodology for hiring employees at all levels. Phase-in methodology should address employees, equipment, to include Government Furnished Property, and subcontractors as well as the approach for conducting initial training, indoctrination, and orientation of employees. Anticipated Phase-in to be up to but no more than 90 days.

6. Risk Management – Identify potential risks expected to be encountered under the performance objectives and standards in the PWS and how the proposed technical approach and contingency plans will mitigate those risks. Identified risks should include, but are not limited to, adverse weather conditions, complex base access procedures, transportation delays, and unanticipated surges in workload.

7. Service Orders – Provide a narrative clearly demonstrating your understanding of: 1) the scope of a service order; 2) the limits of liability for a service order; and 3) the contractor's financial responsibility when works exceeds the service order limits.

8. Preventive Maintenance Program (PM) - Describe the offeror's approach to PM requirements which demonstrates a clear understanding of PM requirements as outlined in the PWS. Provide a narrative of the methodology to be used for PM at the equipment and system level. The narrative should: 1) address the planned approach for preventive maintenance and repairs, and; 2) demonstrate the contractor's understanding of the limits of liability to include understanding of the contractor's financial responsibility.

9. Provide a narrative demonstrating your understanding of the Inventory Data Quantity Variation included in technical specification 0200000, Spec Item 2.18.

10. Integrated Maintenance Program (IMP) - Describe the offeror's approach to IMP requirements which demonstrates a clear understanding of IMP requirements outlined in the PWS. Using the Water Treatment System Plant inventory and Water Distribution System description provided in technical specification 1606000, J Attachments J-1606000-03 and J-1606000-04 provide a narrative of the methodology to be used for IMP at the equipment and system level. The narrative should demonstrate your understanding of the system lines of demarcation for which the IMP is responsible. The narrative should address the planned approach for both preventive maintenance and repairs outside of scheduled maintenance. The narrative should also demonstrate understanding of required response and completion timeframes, as well as the offeror's responsibility under the limits of liability. The Offeror must also certify the methodology described for the RO Plant IMP will be utilized for all other equipment maintenance inventory if contract is awarded, unless amended or modified with government concurrence.

11. Long Lead Time Repair Parts - Describe the offeror's approach to ensuring the availability of long lead time repair parts. Ensure the description details the process to be implemented to meet specific downtime requirements described in technical specification 1700000 BSVE.

12. Critical Spare Parts - Describe the offeror's approach to maintaining critical spare parts for Utility technical specification (1602000 Electrical, 1604000 Wastewater, and 1606000 Water) requirements. Provide a narrative clearly demonstrating understanding of the management and financial responsibilities pertaining to the procurement of initial and replacement critical spare parts.

(3) Factor 3, Safety (**This factor will be evaluated as either Acceptable or Unacceptable**):

(i) Solicitation Submittal Requirements: Note: For a teaming arrangement, each contractor who is part of the teaming arrangement shall address its technical approach to safety outlined below; only one safety narrative that includes each partner's approach is required. The Offeror shall submit the following information:

Describe the technical approach for safety that the Offeror will implement to evaluate safety performance of its own employees and its potential subcontractors (if subcontractors are utilized), as a part of the selection process for all levels of subcontractors and the plan to monitor the safety performance of its own employee and any subcontractors during performance. Offerors must submit both: (1) a plan to include the safety performance of subcontractors in the selection process for all levels of subcontractors and (2) a plan to monitor the safety of its own employees and its subcontractors (if subcontractors are utilized), during contract performance.

(4) Factor 4, Past Performance:

(i) Solicitation Submittal Requirements: IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE PROPOSAL. IF THERE IS NOT A COMPLETED CPARS EVALUATION, the Past Performance Questionnaire (PPQ) included in the solicitation is provided for the offeror or its team members to submit to the client for each project the offeror includes in its proposal for Factor 1 Corporate Experience). AN OFFEROR SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS IS AVAILABLE.

IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your proposal.

If the offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ (attachment J-2), which will provide contract and client information for the respective project(s). Offerors should follow-up with

clients/references to ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Government's point of contact, Jennifer Jordan, via email at jennifer.s.jordan@navy.mil prior to proposal closing date. Offerors shall not incorporate by reference into their proposal PPQs or CPARS previously submitted for other RFPs. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation.

Also include performance recognition documents received within the last five (5) years such as awards, award fee determinations, customer letters of recommendation, and any other forms of performance recognition. For performance recognition documents to be considered under this factor, they are required to be dated and contain the signature and position of the individual signing. Further, performance recognition documents solicited especially for the purposes of this factor may be considered less favorably than documents contemporaneously received for the work performed.

In addition to the above, the Government may review any other sources of information for evaluating past performance. Other sources may include, but are not limited to, past performance information retrieved through the Past Performance Information Retrieval System (PPIRS) using all CAGE/DUNS numbers of team members (partnership, joint venture, teaming arrangement, or parent company/subsidiary/affiliate) identified in the offeror's proposal, inquiries of owner representative(s), Federal Awardee Performance and Integrity Information System (FAPIIS), Electronic Subcontract Reporting System (eSRS), and any other known sources not provided by the offeror.

While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror.

A copy of the blank Past Performance Questionnaire to be used for requesting client references is included as attachment J-2.

L.6 NOTIFICATION TO OFFERORS

It is the offeror's responsibility to ensure they are authorized to conduct business in Djibouti, specifically at the NSF Djibouti. The US Consulate and the Commercial Attache to the US Consulate may be able to advise US offerors who have questions on working and operating in Djibouti.

L.7 DISPOSITION OF PROPOSALS

Proposals from unsuccessful offerors will not be returned to the offeror, but shall be destroyed by the Contracting Officer. No certificate of destruction will be issued.

CLAUSES INCORPORATED BY REFERENCE

52.204-7	System for Award Management	JUL 2013
52.204-18	Commercial and Government Entity Code Maintenance	JUL 2015
52.215-1	Instructions to Offerors--Competitive Acquisition	JAN 2004
52.237-1	Site Visit	APR 1984

CLAUSES INCORPORATED BY FULL TEXT

52.233-2 SERVICE OF PROTEST (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Dawn Cail
NAVFAC Atlantic
6506 Hampton Blvd.
Norfolk, VA 23508

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

5253.201-9300 CONTENT OF PROPOSALS (JAN 2003)

PROPOSAL REQUIREMENTS

(a) The technical proposal and the price/cost proposal shall be submitted in separate volumes. The technical proposal shall not contain any cost/pricing information, except for salary information provided on resumes. The technical proposal presented by the offeror to whom the award is made will be incorporated into the contract at time of award.

(b) The offeror shall submit:

- (1) Five (5) copies of the technical proposal. (Four hard copies and one electronic copy).
- (2) Three (3) copies of the cost/price proposal. (Two hard copies and one electronic copy)

(c) TECHNICAL PROPOSAL. Each technical proposal shall be precise, detailed, and complete as to clearly and fully demonstrate a thorough knowledge and understanding of the requirements. As a minimum, the proposal must contain sufficient detail so that it may be evaluated in accordance with the EVALUATION FACTORS provision, Section M.

(d) PRICE/COST PROPOSAL. Each price proposal shall be precise, detailed and complete as described in Section L, solicitation submittal requirements..

- i. Offers are solicited on an "all or none" basis and FAR 52.215-1, INSTRUCTIONS TO OFFERORS- COMPETITIVE ACQUISITION (MAY 2001) in Section L, is hereby modified. Failure to submit offers for all line items listed shall be cause for rejection of the offer.

Section M - Evaluation Factors for Award

SECTION M:

M.1 BASIS FOR AWARD

1. The Government reserves the right to eliminate from consideration for award any or all offers at any time prior to award of the contract; to negotiate with offerors in the competitive range; and to award the contract to the offeror submitting the proposal determined to represent the best value—the proposal most advantageous to the Government, price and other factors considered.

2. As stated in the solicitation, the Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. In addition, if the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

3. The tradeoff process is selected as appropriate for this acquisition. The Government considers it to be in its best interest to allow consideration of award to other than the lowest priced offeror or other than the highest technically rated offeror.

4. As stated in the solicitation, non-price evaluation Factor 3, Safety, will only be rated Acceptable or Unacceptable. An offeror rated Unacceptable for Factor 3 will be considered ineligible for award, unless discussions are conducted and the Unacceptable rating is corrected through discussions and proposal revisions. Non-price Factors 1 and 2 are of equal importance to each other and, when combined, are equal in importance to the past performance evaluation/performance confidence assessment, Factor 4. When the proposal is evaluated as a whole, Factors 1, 2, and past performance evaluation/ performance confidence assessment combined are approximately equal to price.

5. Any proposal found to have a deficiency in meeting the stated solicitation requirements or performance objectives will be considered ineligible for award, unless the deficiency is corrected through discussions. Proposals may be found to have either a significant weakness or multiple weaknesses that impact either the individual factor rating or the overall rating for the proposal. This process does not include the Safety Factor which has been addressed above. The evaluation report must document the evaluation board's assessment of the identified weakness(s) and the associated risk to successful contract performance resulting from the weakness(s). This assessment must provide the rationale for proceeding to award without discussions.

M.2 EVALUATION FACTORS

5254 **Price:** Basis of Evaluation:

The Government will evaluate price based on the total price. Total price consists of the basic requirements and all option items (see Section B of the solicitation). The Government intends to evaluate all options and has included the provision FAR 52.217-5, Evaluation of Options (JUL 1990) in Section M of the solicitation. In accordance with FAR 52.217-5, Evaluation of Options will not obligate the Government to exercise the option(s). Analysis will be performed by one or more of the following techniques to ensure a fair and reasonable price:

- (i) Comparison of proposed prices received in response to the RFP.
- (ii) Comparison of proposed prices with the IGCE.
- (iii) Comparison of proposed prices with available historical information.
- (iv) Comparison of market survey results.
- (v) Fair and reasonable CLIN and ELIN/unit pricing.

(b) Non-Price Proposal: Technical Factors:

(k) Factor 1, Corporate Experience:

(i) **Basis of Evaluation:** The minimum standard for Corporate Experience has been met when the offeror has demonstrated adequate experience in successfully performing projects of similar size, scope and complexity to this requirement within the last five (5) years preceding the release date of the solicitation. The assessment of the offeror's recent and relevant experience will be used as a means of evaluating the capability of the offeror to successfully meet the requirements of the RFP. The Government will review only five (5) projects. Any projects submitted in excess of the five (5) project limit will not be considered.

- 5252.215 Projects performed by the offeror as either a prime contractor or a Joint Venture may be considered more favorably than those submitted for evaluation performed by a subcontractor.
- 5252.216 Offerors with experience performing work OCONUS, may be considered more favorably than offerors without such experience.
- 5252.217 Offerors with experience in technical specification 0402000 – Fire and Emergency Services may be considered more favorably than offerors without such experience.
- 5252.218 Projects performed by the offeror that demonstrate its experience managing multiple (four or greater) subcontractors may be considered more favorably than those submitted for evaluation without such experience.
- 5252.219 Examples of work submitted that do not met the definition of “project” will not be evaluated.

(2) Factor 2, Technical Approach/Management Approach

(i) **Basis of Evaluation:** The minimum standard is met when the offeror demonstrates an acceptable understanding of current industry standards, policies, procedures, and processes utilized in accomplishing the complexity and magnitude of service requirements set forth in the performance objectives and standards of the PWS. The Government will also evaluate the proposal to determine the degree to which the offeror's approach/methodology demonstrates the following: (1) adequate staffing levels supported by a reasonable Basis of Estimate (BOE); (2) the ability to successfully perform each technical specification while also coordinating, managing and supervising workforce personnel across the entire contract simultaneously; (3) the ability to effectively manage subcontractors; (4) understanding of the service order requirements; (5) how it will implement data entry in the Government's Computerized Maintenance Management Systems (MAXIMO); Implement the ICAP, UICAP and UIRA. (6) a comprehensive quality management program; (7) a comprehensive phase-in plan; (8) the ability to implement and manage an Preventive Maintenance Program; (9) the ability to implement and manage an Integrated Maintenance Program; (10) a comprehensive utilities management plan; (11) the ability to manage risk; (12) understanding of the Inventory Data Quantity Variation requirement; and (13) ability to meet specification requirements with Long Lead Time Repair Items, Critical Spare Parts List Responsibilities, and reorder responsibilities.

(3) Factor 3, Safety (**This factor will be evaluated as either Acceptable or Unacceptable**):

(i) **Basis of Evaluation:** The Government will evaluate the narrative to determine if subcontractor safety performance will be considered in the selection of all levels of subcontractors on the upcoming project and if there is a plan to monitor the safety performance of its own employees and its subcontractors during performance. Offerors who fail to address either of these items (i.e. whether the safety performance of subcontractors will be evaluated in the selection process for all levels of subcontractors and whether the safety of its own employees and those of its subcontractors will be monitored during contract performance) will be rated UNACCEPTABLE.

(4) Factor 4, Past Performance:

(i) **Basis of Evaluation:** The Government will evaluate how well the Offeror performed on the recent and relevant projects submitted under Factor 1 - Corporate Experience and on other recent and relevant projects documented in known sources. There are two aspects of the past performance evaluation. The first aspect of evaluation is whether the Offeror's performance is relevant or not relevant to the effort to be acquired. For purposes of this evaluation, a relevant project is a project as defined in Factor 1, Corporate Experience. The second aspect of the evaluation is to determine how well the contractor performed on the contracts. The past performance evaluation performed in support of a current source selection does not establish, create, or change the existing record and history of the Offeror's past performance on past contracts; rather, the past performance evaluation process gathers information from customers on how well the Offeror performed those past contracts.

The degree to which past performance evaluations and all other past performance information reviewed by the Government (e.g., PPIRS, Federal Awardee Performance and Integrity Information System (FAPIS), Electronic Subcontract Reporting System (eSRS), performance recognition documents, and information obtained from any other source) reflect a trend of satisfactory performance considering:

- A pattern of successful completion of tasks;
- A pattern of deliverables that are timely and of good quality;
- A pattern of cooperativeness and teamwork with the Government at all levels (task managers, contracting officers, auditors, etc.);
- Recency of tasks performed that are identical to, similar to, or related to the task at hand

In the case of an Offeror without a record of relevant past performance or for whom information on past performance is not available or so sparse that no meaningful past performance rating can be reasonably assigned, the Offeror may not be evaluated favorably or unfavorably on past performance (see FAR 15.305(a)(2)(iv)), and will receive an Unknown Confidence Rating.

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