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Spec Item	Title	Description
1	General Information	
1.1	Outline of Services	<p>Except where otherwise stated, the Contractor shall furnish all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide the services outlined below and described in this Performance Work Statement (PWS) at) at Naval Support Activity (NSA), New Orleans, LA; Naval Air Station, Joint Reserve Base (NAS JRB), New Orleans, LA; Naval Operational Support Centers (NOSC) Shreveport, LA; and SPAWARSCENTLANT (located at the University of New Orleans) New Orleans, LA by the means of combination Recurring Work and Non-Recurring Work. 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 - N/A Annex 2 Management and Administration - N/A Annex 3 Command and Staff - N/A Annex 4 Public Safety- N/A Annex 5 Air Operations- N/A Annex 6 Port Operations- N/A Annex 7 Ordnance- N/A Annex 8 Range Operations- N/A Annex 9 Health Care Support- N/A Annex 10 Supply- N/A Annex 11 Personnel Support- N/A Annex 12 Morale, Welfare and Recreation Support - N/A Annex 13 Galley - N/A Annex 14 Housing N/A Annex 15 Facilities Support 1501000 – Facility Management (Non-Recurring Work) 1502000 – Facility Investment 1503010 – Custodial 1503020 – Pest control 1503030 – Integrated Solid Waste Management 1503040 – Other (Swimming Pools) 1503050 – Grounds 1503060 – Pavement Clearance (Non-Recurring Work) Annex 16 Utilities 1602000 Electrical (Non-Recurring Work) 1603000 Gas (Non-Recurring Work) 1604000 Wastewater (Non-Recurring Work) 1606000 Water (Non-Recurring Work) Annex 17 Base Support Vehicles and Equipment- N/A Annex 18 Environmental- N/A</p>

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1.2	Project Location	<p>The work shall be performed at various locations and could vary from location to location. The following is an example of the dispersion of work at the various locations.</p> <ol style="list-style-type: none"> 1. Facility Management Services at NAS JRB New Orleans (only Non-Recurring Work) 2. Facility Sustainment, Restoration and Modernization at all locations. SPAWARSYCENTLANT work will be executed via Non-Recurring Work task orders. 3. Integrated Solid Waste Management at NAS JRB New Orleans, and NOSC Shreveport. 4. Pavement Clearing Services at NAS JRB New Orleans (only Non-Recurring Work). 4. Utilities Maintenance and Operation (Gas, Water, Electrical, and Wastewater) (only Non-Recurring Work). 6. Other (Swimming Pool) operation and maintenance at NAS/JRB New Orleans. 7. Custodial Services at NOSC Shreveport 8. Pest Control at Shreveport NOSC 9. Grounds at NOSC Shreveport
1.3	Acquisition of Additional Work	<p>The Government reserves the right to acquire additional services at additional locations in addition to the services and locations identified in the Firm-Fixed Price 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.</p>
1.4	Verification of Workload and Conditions	<p>Throughout the PWS, the workload data is generally referred to as being located in Section J. Section J provides data such as inventories, maps, floor plans, and tables to represent the type, quantity and location of services to be provided. However, offerors are encouraged to visit the project site during the site visit for offerors and to visit the technical library during posted hours as part of its due diligence to assess the nature of work and conditions under which work is to be performed.</p>
1.5	Climate Patterns	<p>Usually hot and humid during summer months; occasional dry spells lasting several weeks; occasional months of frequent afternoon showers and possible electrical storms. Short spring and fall seasons. Temperatures in winter months rarely fall below freezing and usually warm up nicely during the day. Hurricane season starts 1 June and ends 30 November.</p>
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>

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		<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</p>

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		to that technical annex. Within each technical annex, the organization of information and requirements are also standardized. Specification item 1 will always contain General Information. Specification item 2 will always contain the management and administrative requirements. Specification item 3 will always contain the Recurring Work requirements. Specification item 4 will always contain the Non-Recurring Work requirements. Requirements and standards for higher level specification items apply to all subordinate specification items, e.g., Specification Item 3 standards apply to all firm fixed priced specification items. Specification Item 3.1 is applicable to all 3.1 subordinate specification items. Specification Items 3.2 and 3.3 are not considered subordinate to 3.1. All costs associated with Annexes 1 and 2 and Specification items 1 and 2 must be priced and distributed within Specification Item 3 of Annexes 3 through 18. Non-Recurring Work
1.9	Navy PBSA Approach	The Navy’s approach to performance-based service acquisition (PBSA) includes four component parts which are 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.10	Technical Proposal Certification	The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.

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2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	General Information	
2.2.1	Government Regular Working Hours	The Government's regular working hours are from 0700-1600, five days per week, Monday through Friday, except observed Federal holidays. Exceptions to the regular hours of operation are detailed in subsequent sections of this PWS. 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.
2.2.1.1	Observed Federal Holidays	The Government observes the following holidays: New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day.
2.2.1.2	Restriction to Contractor Working Hours	If the Contractor wishes to work outside of the Government's regular working hours for the Contractor's convenience, the Contractor shall submit a written Request to Work Outside Government's Regular Working Hours per Section F. Excludes work to be performed during specified hours.
2.2.2	Wage Determinations	See attachment of the RFP for the Wage Determinations.
2.2.3	Requirements Hierarchy	Requirements or definitions specified in each spec item of this contract apply to subordinate paragraphs. For example, requirements shown in spec item 3.1 would apply to spec items 3.1.1, 3.1.2, 3.1.2.1 and so on. Likewise, Performance Standards specified at a lower digit level (i.e. spec item 3.1.1, 3.1.2, 3.1.2.1) apply when performance is assessed at a higher tier (i.e., spec item 3.1) based on the composite work requirements.
2.3	General Administrative Requirements	
2.3.1	Required Conferences and Meetings	The Contractor may be required to attend administrative and coordination meetings. The Contractor's representative shall meet with the Government's representative weekly, and it will be at the discretion of the KO to change the frequency of the meeting. A mutual effort will be made to resolve all problems identified. The written minutes of these meetings, prepared by the Contractor, shall be signed by the Contractor's representative and the Government's representative. Should the Government not concur with the minutes, the Government shall state, in writing, to the Contractor any areas of disagreement within five (5) working days
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	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

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		<p>will receive services, principal individuals from NAVFAC, the performance assessment team, and representative(s) of the installation(s) will be invited to participate in the partnering process. Key members of the prime and subcontractors teams, including senior management personnel must participate. The partnership will draw on the strength of each organization in an effort to achieve quality contract services done right the first time, within the contract price, as scheduled, and without any safety mishaps.</p> <p>Partnering should accomplish three goals:</p> <ul style="list-style-type: none"> - The first goal is to develop a cohesive team with common purpose, commitment and established communication processes. - The second goal of partnering is contract specific, identifying risks and opportunities for the team to address. - The third goal is to sustain the Partnership throughout the contract by identifying and addressing issues that affect the Partnership.
2.3.3.1	Informal Partnering	<p>The Contracting Officer shall organize the initial Partnering Meeting with key personnel of the project team, including Contractor's personnel and Government personnel. The initial session will be scheduled concurrent with the Pre-Performance Conference and held no later than 30 days after award and will be held at a Government provided facility as designated by the KO.</p> <p>The Initial Informal Partnering Session will be conducted and facilitated using electronic media (a video and accompanying forms) provided by Contracting Officer. The senior Government stakeholder present will lead the meeting, however, the Contractor's PM or senior representative is encouraged to participate as co-lead.</p> <p>The Partners will determine the frequency of the follow-on sessions.</p>
2.3.3.2	Contract Partnering Administration	<p>Upon award, the ACO will contact the Contractor, supported command(s), Region, and Installation(s) stakeholders, and the performance assessment team to discuss implementation of partnering. A partnership agreement, The Charter, should be in place as early as possible so issues arising, even before work begins, can be resolved using the issues resolution process. Replacement of Core Management Team members (stakeholders who attended the initial session and manage the contract work day-to-day) is discouraged since it will disrupt the synergy that has been developed. If replacement of a team member proves to be unavoidable, a follow-on partnering session must be held to officially turn the responsibilities of the position over to the new member.</p> <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"> * Project Manager * Quality Manager <p>Site Safety and Health Officer</p>
2.3.4	Permits and Licenses	<p>The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the</p>

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		applicable Federal, state and local laws and regulations. The Contractor shall submit copies of Permits and Licenses per Section F.
2.3.5	Insurance	The Contractor shall submit a Certificate of Insurance per Section F as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below in accordance with the FAR Clause 52.228-5, INSURANCE – WORK ON A GOVERNMENT INSTALLATION. This insurance must be maintained during the performance period.
2.3.5.1	Certificate of Insurance	The Certificate of Insurance shall provide for at least 30 calendar days written notice to the KO by the insurance company prior to cancellation or material change in policy coverage. Other requirements and information are contained in the aforementioned insurance clause.
2.3.5.2	Minimum Insurance Amounts	The Contractor shall procure and maintain, during the entire period of performance under this contract, the following minimum insurance coverage: Comprehensive General Liability: \$500,000 per occurrence Automobile Liability: \$200,000 per person, \$500,000 per occurrence, \$20,000 per occurrence for property damage Workmen's Compensation: As required by Federal and state worker's compensation and occupational disease statutes Employer's Liability coverage: \$100,000, except in states where worker's compensation may not be written by private carriers Other as required by state law
2.3.6	Protection of Government Property	During execution of the work, the Contractor shall protect Government property. The Contractor shall return areas damaged as a result of negligence under this contract to their original condition at no cost to the Government.
2.3.7	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-03. The Contractor shall comply with the most current version of directives, instructions, and references including versions published during the term of the contract.
2.3.8	Invoicing Procedures	Refer to clause 5252.232-9301 in the RFP for Invoicing Procedures Electronic (Feb 2009) and DFARS Clause 252.232-7003 titled "Electronic Submission of Payment Request."
2.3.9	Forms	Forms referenced in this Annex, e.g. accident reporting, and damage reporting are included among the Forms in J-0200000-03.
2.4	Government-Furnished Property, Materials and Services	In accordance with FAR 52.245, GOVERNMENT PROPERTY and NAVFAC Clause 5252.245-9300, GOVERNMENT-FURNISHED PROPERTY, MATERIALS AND SERVICES, and the following paragraphs, the Government will furnish or make available to the Contractor certain Government-owned facilities, utilities, materials, equipment and services for use in connection with this contract as stated below.
2.4.1	Government-Furnished Facilities (GFF)	The Contractor shall maintain the facilities and installed equipment as specified in this contract. Exceptions to the list or condition of facilities and equipment shall be reported to the KO by the Contractor prior to the contract start date. The Contractor shall assume responsibility for safe

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		<p>keeping of facilities provided for his/her use and shall take adequate precautions to prevent fire hazards, odors, and vermin. All facilities will be provided in an "as is" condition. It is the responsibility of the Contractor to maintain all shops, buildings, structures, transformer vaults and pads, and other areas utilized in the performance of this contract in a clean, neat, orderly, and sanitary condition in conformance with station standards. Mechanical rooms and spaces, vaults, pads, and other areas not intended for storage of materials shall not be utilized for storage of materials and equipment. At all times the premises shall be kept free from accumulations of waste materials and/or rubbish resulting from work performed under this contract. Combustible waste shall be removed daily. Contractor's decals, signs, and/or other markings shall not be placed on Government furnished facilities. The Contractor may make modifications to the existing facilities at his own expense, upon written approval by the KO. At the completion of the contract, all facilities shall be returned to the Government in the same condition as received, except for reasonable wear and tear. The Contractor shall be held responsible for the cost of any repairs due to negligence or abuse by his employees or subcontractors.</p> <p>The Government will provide a Government Furnished Warehouse (bldg 268) for storage and a laydown area adjacent to Building 123, where the contractor can place a trailer to facilitate their employees. Contractor must submit Site Approval, coordinate and be responsible to pay for all utility hook-up/disconnect and associated costs. Contractor is responsible to keep their designated areas clean and neat on a daily basis. The contractor shall provide services for greywater and blackwater disposal.</p>
2.4.2	Government-Furnished Utilities	The Government will furnish water and electricity at existing outlets required for the work to be performed under the contract at the Contractor's expense. The Contractor shall provide and maintain, at its expense, the necessary service lines from the existing Government outlets to the work site. Provide and maintain backflow prevention devices on connections to domestic water lines and electrical transformer provisions on connections to electric lines. Meet all Federal, State, local, and installation codes and regulations for backflow prevention devices and electrical transformer provisions. Services required by the Contractor, for which there are no available Government outlets, shall be provided by the Contractor at no cost to the Government.
2.4.3	Government-Furnished Material	No Government Furnished Material will be provided.
2.4.4	Government-Furnished Equipment	No Government Furnished Equipment will be provided.
2.5	Contractor-Furnished Items	<p>Except for items identified as Government Furnished, the Contractor shall provide all equipment, materials, parts, supplies, components, and facilities to perform the requirements of this contract. The KO may inspect Contractor-furnished items for adequacy and compliance with contract requirements. Inadequate or unsafe items shall be removed and replaced by the Contractor at no cost to the Government. Materials containing asbestos, lead, and polychlorinated biphenyls (PCBs) shall not be brought onsite. Energy efficient tools and equipment shall be used when available. The KO may at any time require Samples, Safety Data Sheets (SDS) or Manufacturer's Data Cut Sheets of Materials used in this contract.</p> <p>To ensure compliance with the USEPA and State of Louisiana Emergency Planning Community Right to Know Act (EPCRA) reporting requirements</p>

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		<p>and to comply with goals and policy set forth in Spec Item 2.10.2.5 Environmental Management System (EMS), the Contractor shall conform and comply with the installations Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP). All contractors' procured hazardous material shall be processed through the installation's Hazardous Material Central Distribution Center (HM-CDC) for inventorying, storage and re-issue prior to use on the installation. Contractor shall follow and comply with all procedural requirements established by the HM-CDC.</p> <p>(1) All materials, supplies, parts, equipment, and appliances furnished by the Contractor shall conform to the applicable specifications. Material not included in these specifications shall be equal to or better than the manufacturer's original, shall be of acceptable industrial grade and quality, and shall be compatible with existing systems. All parts shall be new or reconditioned parts and components. All parts, including reconditioned parts, shall carry at least a sixty (60) day factory or manufacturer's warranty. The Contractor shall retain original parts for at least ten (10) days following completion of the job and make these parts readily available for inspection by the KO upon request. The Contractor shall purchase these materials at the lowest available price.</p> <p>(2) The Government has the option to purchase replacement parts, equipment, etc, and provide them to the Contractor for installation.</p> <p>(3) When materials, including equipment components, require extended delivery dates, the Contractor shall make every effort to minimize and reduce the time required for delivery by the use of air freight, priority mail, or by other means necessary to expedite the arrival time of the item ordered. Delivery delays do not relieve the contractor from meeting the time constraints set by the contract</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 (including updating the AS BUILTS), and quality assurance. The Contractor shall provide a staff with the necessary management expertise to ensure performance objectives and standards are met.
2.6.1	Work Reception	<p>The Contractor shall provide the capability to receive, prioritize, correspond, and respond to trouble/service calls and task orders during Government regular working hours and provide a point of contact at a local or toll free number who can perform the above function during other than Government regular working hours as stated below.</p> <p>The Governments Regional Call Center (RCC) is the primary means of the issuance of service orders. Service orders will be issued as emergency, urgent or routine. The contractor is required to perform any work directed by the Government that is identified in the service order. Service orders may be issued for any work identified within the respective sub-annexes'; Spec Item 1.1, Concept of Operations.</p>
2.6.1.1	Closing Service Orders	Upon completion of work, the Contractor shall obtain acknowledgement of work completion on the chit from the customer's point of contact. The Contractor shall provide one copy of each completed service order to the

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		COR one working day after completion of work. Upon completion of a service order, the Contractor shall record the following information for each service order into the Government's CMMS. See Spec Item 2.6.6 for Government's CMMS requirements.
2.6.2	Work Control	The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking and reporting of work in progress. The Contractor shall plan and schedule work to assure material, labor, and equipment are available to complete work requirements within the specified time limits and in conformance with the quality standards established herein. Verbal scheduling and work status updates shall be provided when requested by the KO. A status update of any item of work must be provided within 30 minutes of the inquiry during regular working hours, and by 0800 the following work day for inquiries after regular working hours.
2.6.3	Work Schedule	The Contractor's work shall not interfere with normal Government business. In those cases where some interference is unavoidable, the Contractor shall minimize the impact and effects of the interference. The Contractor shall provide advance access of all of its work schedules to the Government. The Contractor shall notify the KO of any difficulty in scheduling work due to Government controls.
2.6.4	Deliverables	Records and reports are specified in Section C and listed as deliverables in Section F. The Contractor shall submit accurate and complete documents within the required timeframes as specified in Section F. Government acceptance of deliverables will not relieve the Contractor of the responsibility for any error or omission which may exist in the deliverable, as the Contractor is responsible for all requirements of this contract.
2.6.5	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 within seven (7) calendar days. 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)	The Government uses Government's MAXIMO for work order and asset management. The Contractor shall provide all required data for Government's MAXIMO as identified below: Required data fields for Service Provider Information indicated in J-0200000-04 and Asset Information indicated in J-0200000-05 shall be provided for all work performed in association with any annex in this contract. Further instructional information detailing the process for submitting the specified information for Government's MAXIMO Data Reporting is provided in J-0200000-06. The Contractor shall provide data via: FLAT FILE: The Contractor shall electronically record and report compiled service performance data by piped delimited flat-file for exportation of work order and asset data to GOVERNMENT'S MAXIMO. The Contractor shall submit the Service Provider Information Report and Asset Information Report in a delimited flat-file following the

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		Government's MAXIMO Data Reporting process described in J-0200000-06 per Section F. In order to demonstrate the ability to properly format the piped delimited flat-file, the Contractor shall provide a Sample/Test Piped Delimited Flat-file prior to contract performance per Section F. Any failures in processing of the delimited flat-file shall be corrected and resubmitted by the Contractor.
2.6.6.1	System Access	Contractor employees shall obtain a CAC in accordance with security requirements, successfully complete required training, submit a Systems Authorization Access Request (SAAR) Form, and meet all eligibility requirements prior to being granted access to the Government's Maximo. The Government will determine the level of access, restrictions, and provide user identification, password, and system access URL details when eligibility requirements are met. The Contractor shall submit a complete list of personnel requiring access to Government's Maximo per Section F. The Contractor shall provide information on each employee as required by Government information technology personnel.
2.6.6.1 2	Data Element Entry Requirements	The Service Provider and Asset Interfaces are used for multiple processes by the Government and the format may be updated annually. 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 or Asset Interface file format.
2.6.6.2 3	Inventories and Workload Data	The Contractor shall maintain and keep current all inventories associated with any annex in this contract. The Contractor shall maintain and keep current all workload data, such as: service orders, preventive maintenance, preventive maintenance incidental repairs, integrated maintenance, integrated maintenance repairs, inspection, testing, and certifications, etc. Current and accurate inventories and workload data shall be submitted to the KO per Section F.
2.6.7	Quality Management System (QMS)	The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address: <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	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.

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		<p>The Contractor's QM Plan shall include, at a minimum, the following:</p> <ul style="list-style-type: none"> • Policy and objectives of Quality Management System (QMS) • Quality organization <ul style="list-style-type: none"> ○ List of personnel ○ Responsibilities & lines of authority ○ Training and qualifications • Approach to assuring quality of services provided and conformance with performance objectives and standards • Methods and procedures for effective planning, operation and control of processes and performance of work • Procedures for inspection and surveillance of services <ul style="list-style-type: none"> ○ Scheduling and performance of inspection and surveillance ○ Measurement, data collection and analysis ○ Corrective action, preventive action, and continuous improvement ○ Oversight of subcontracted work • Documentation and records management • Communication with government (customers)
2.6.7.2	Quality Inspection and Surveillance	The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-4, INSPECTION OF SERVICES – FIXED PRICE, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government's regular working hours. The file shall be turned over to the KO within five calendar days of termination of the contract.
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	Key Personnel	The Contractor shall submit a List of Key Personnel and Qualifications per

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		<p>Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications.</p> <p>The Contractor shall submit an Organizational Chart per Section F showing lines of authority of the key personnel and on-site supervisor(s) for this contract. The chart shall include names of personnel and their position title in this contract. As a minimum, include the PM, Quality Manager, SSHO, and on-site supervisor(s) and who they will report directly to for this contract. The key personnel shall be revised as applicable for the contract.</p>
2.7.1.1	Project Manager (PM)	<p>The Contractor shall provide a PM and designated alternate, as applicable, who has the have full authority to act for the Contractor on all contract matters relating to this contract. The PM or alternate shall be on-site during the Government's regular working hours and shall be available on-site within one hour after the Government's regular working hours.</p> <p>The PM shall have at least three years of experience in managing a workforce providing services on contracts of similar size, scope and complexity. The PM may not be the same person as the SSHO and the Quality Manager.</p>
2.7.1.2	Quality Manager	<p>The Contractor shall provide a Quality Manager or designated alternate shall be on-site within during the Government's regular working hours and shall be available on-site within two hours after the Government's regular working hours. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager.</p> <p>The Quality Manager shall have fulfilled the following pre-requisite training and experiences before being hired as the Quality Manager under this contract:</p> <p>The Quality Manager shall have at least three years of experience in preparing and enforcing QMS programs on contracts of similar size, scope and complexity. The Quality Manager may be the same person as the SSHO.</p>
2.7.1.3	Site Safety and Health Officer (SSHO)	<p>The SSHO must meet the requirements of EM 385-1-1 Section 1 and ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one Competent Person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO or an equally-qualified Designated Representative/alternate shall be on-site at all times when work is being performed to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO's training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17, entitled SITE SAFETY AND HEALTH OFFICER (SSHO), and all associated sub-paragraphs.</p> <p>A Competent Person shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the Contracting Officer for acceptance in consultation with the Safety Office.</p> <p>The Contractor shall provide a SSHO whose primary duty and</p>

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		<p>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 may be the same person as the Quality Manager but shall have fulfilled the pre-requisite qualification and experience. The SSHO may not perform any other duties besides what's specified herein.</p>
2.7.2	Employee Requirements	<p>The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can perform the contract requirements and comply with installation emergency procedures.</p> <p>The Contractor's staff shall have the ability to provide accurate estimates for over scope work and Non- Recurring Work task orders throughout the contract.</p>
2.7.2.1	Employee Certification and Training	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods. Records shall be made available for Government review within 4 hours of request.
2.7.2.2	Employee Appearance	The Contractor shall ensure that all employees present a professional appearance that is appropriate for their position. The KO reserves the right to determine the acceptability of any clothing worn. All Contractor/subcontractor employees working under this contract shall be identified by a distinctive nameplate, emblem, or patch attached in a prominent place on an outer garment. Employee identification shall not be substituted for station required passes or badges.
2.7.2.3	Employee Conduct	Contractor employees shall conduct themselves in a proper, efficient, courteous and businesslike manner.
2.7.2.4	Identification as Contractor Employee	Contractor employees shall identify themselves as Contractor personnel by introducing themselves or being introduced as Contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. All Contractor employees shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.
2.7.2.5	Removal of Employees	The Contractor shall remove from the site any individual whose continued employment is deemed by the KO to be contrary to the public interest or inconsistent with the best interests of National Security.
2.7.2.7	Proof of Legal Residency	No employee or representative of the Contractor will be admitted to the site of work unless satisfactory Proof of Legal Residency is furnished per Section F.
2.7.3	Enterprise-wide	The following manpower reporting is required by NMCARS 5237.102.

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	Contractor Manpower Reporting Application (eCMRA)	<p>The Contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: https://doncmra.nmci.navy.mil.</p> <p>Per Section F, reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at https://doncmra.nmci.navy.mil.</p>
2.8	Security Requirements	The Contractor shall comply with all Federal, state, and local security statutes, regulations, and requirements. The Contractor shall become acquainted with and comply with all Government regulations as posted, or as requested by the KO when required to enter a Government site. The Contractor shall ensure that all security/entrance clearances are obtained.
2.8.1	Employee Listing	The Contractor shall maintain a current Employee List and submit per Section F. The list shall include employee's name, supervisor, company, and level of security clearance.
2.8.2	Vehicles	The company name shall be displayed on each of the Contractor's vehicles in a manner and size that is clearly visible. All vehicles shall display a valid state license plate that complies with State Vehicle Code. Vehicles shall meet all other requirement of the State Vehicle Code, such as safety standards, and shall carry proof of insurance and state registration, if applicable.
2.8.3	Passes and Badges	All Contractor employees shall obtain the required employee and vehicle passes. The Contractor employees must be able to obtain Common Access Cards (CAC) in accordance with security requirements. Each employee shall wear the Government issued badge over the front of the outer clothing. When an employee leaves the Contractor's service, the employee's Passes and Badges shall be returned within 10 calendar days.
2.8.4	Access to Installation	<p>All Contractor personnel shall obtain access to the installation by participating in the Navy Commercial Access Control System (NCACS), or by obtaining passes each day from the Base Pass and Identification Office. Costs for obtaining passes through the NCACS are the responsibility of the Contractor. One-day passes, issued through the Base Pass and Identification Office, will be furnished without charge.</p> <p>The Contractor shall furnish a completed EMPLOYMENT ELIGIBILITY VERIFICATION (DHS FORM I-9) form for all personnel requesting badges. This form is available at http://www.uscis.gov/portal/site/uscis by searching or selecting Employment Verification (Form I-9). Immediately report instances of lost or stolen badges to the Contracting Officer.</p>

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2.8.4.1	NCACS Program	<p>NCACS is a voluntary program in which Contractor personnel who enroll, and are approved, are subsequently granted access to the installation for a period up to one year, or the length of the contract, whichever is less, and are not required to obtain a new pass from the Base Pass and Identification Office for each visit.</p> <p>The Government performs background screening and credentialing. Throughout the year the Contractor employee must continue to meet background screening standards. Periodic background screenings are conducted to verify continued NCACS participation and installation access privileges. Under the NCACS program, no commercial vehicle inspection is required, other than for Random Anti-Terrorism Measures (RAM) or in the case of an elevation of Force Protection Conditions (FPCON).</p> <p>Information on costs and requirements to participate and enroll in NCACS is available at http://www.rapidgate.com/vendors/how-to-enroll or by calling 1-877-727-4342.</p>
2.8.4.2	One-Day Passes	<p>Participation in the NCACS is not mandatory, and if the Contractor chooses to not participate, the Contractor's personnel will have to obtain daily passes, be subject to daily mandatory vehicle inspection, and will have limited access to the installation. The Government will not be responsible for any cost or lost time associated with obtaining daily passes or added vehicle inspections incurred by non-participants in the NCACS.</p>
2.8.5	Access to Buildings	<p>The Contractor shall monitor and control access into restricted areas under their responsibility, allowing only those individuals who have been properly cleared into restricted areas or other controlled access areas. The Contractor shall comply with security requirements, plus those imposed by the installation Commander at all times. Personnel with access to special areas will have the appropriate screening and/or security clearance, and personnel requiring routine access to restricted areas will wear special badges authorizing access for those areas. Contractor personnel shall not enter restricted or controlled areas or installation facilities unless 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.</p>
2.8.6	Access Arrangements	<p>The Contractor shall make all arrangements through the appropriate office necessary to obtain access to buildings, facilities and other work areas, and when necessary, arrange for them to be opened and closed by the controlling authority. The Government may issue keys to the Contractor. The Contractor shall use due diligence and be responsible for compromised security systems to include replacement costs that result from its action or inaction.</p>
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</p>

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		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.
2.8.7	Employee Status	The Contractor shall notify the KO of any changes to any employee's status to include, but not limited to, termination, convictions/arrests, adverse actions taken on the job for any reason or any other documented misbehavior that may affect, or have the potential to affect, security standing in terms of access to federal facilities or IT systems.
2.9	Contractor Safety Program	<p>The Contractor shall develop and implement a Safety Program detailing how the Contractor plans, staffs, performs, and controls all safety practices while delivering best value services to the Government without any accidents or mishaps. The Contractor's safety program shall comply with all safety standards identified in the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1 and Public Law 91-596, Occupational Safety and Health Act.</p> <p>Any reference to "USACE" facilities, property, or equipment specified in EM 385-1-1 should be interpreted as Government facilities, property, and equipment.</p>
2.9.1	Accident Prevention Plan (APP)	<p>The Contractor shall develop and implement a site Accident Prevention Plan (APP). The APP shall be prepared by the Contractor's SSHO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site.</p> <p>The APP shall follow the 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 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)	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:

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		<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 Compliance Plans	<p>Based on a risk assessment of recurring and Non-Recurring Work requirements and on mandatory OSHA compliance programs, the Contractor shall develop, provide and implement all applicable compliance plans, as necessary for the situation or types of work to be performed under this contract. Compliance plans, programs, and procedures along with their respective references are detailed in Appendix A, paragraph 3.i of EM 385-1-1.</p> <p>These plans shall be submitted with the APP and shall be updated as situations change. Additional compliance plans, programs, and procedures shall be developed as applicable when new types of work are required under this contract.</p> <p>Additional requirements for specific compliance plans are provided below.</p>
2.9.3.1	Alcohol and Drug Abuse Prevention Plan	The Contractor shall develop an alcohol and drug abuse prevention plan to explain how it will satisfy the drug-free work force requirement as stated in DFARS Clause 252.223-7004 and include elements addressed in paragraph 01.C.02 of EM 385-1-1.
2.9.3.2	Chemical Hazard Communication Program	The Contractor shall develop a project-specific chemical hazard communication program to include elements addressed in paragraph 06.B.01 of EM 385-1-1 and applicable OSHA requirements in 29 Code of Federal Regulations (CFR) 1910.120 and 29 CFR 1926.59.
2.9.3.3	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	The Contractor shall develop a critical lift plan to explain how it will conduct lifts for any of the following conditions: 1) Lifts over 75 percent of the capacity of the crane or hoist (or lifts over

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		<p>50 percent of the capacity of a barge mounted mobile crane's hoists) at any radius of lift;</p> <p>2) Lifts involving more than one crane , hoist, or LHE</p> <p>3) Lifts of personnel;</p> <p>4) Lifts involving non-routine rigging or operation, sensitive equipment, or unusual safety risks</p> <p>5) Lifts involving hazardous materials (e.g., explosives, highly volatile substances);</p> <p>6) Lifts where the center of gravity could change;</p> <p>7) Lifts without the use of outriggers using rubber tire load charts;</p> <p>8) Lifts using more than one hoist on the same crane, hoist, or LHE;</p> <p>9) Lifts involving Multiple Lift Rigging (MLR) Assemblies or other non-routine or technically difficult rigging arrangements;</p> <p>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);</p> <p>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> <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> <p>The Contractor shall complete and maintain a copy of the Crane Operating Checklist For Critical Lifts, provided within the Forms in J-0200000-03, for each lift.</p>
2.9.3.5	Fall Prevention and Protection Plan	<p>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.</p>
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 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</p>

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		<p>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	<p>The Contractor shall ensure all inspections are performed in accordance with EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926 (daily, monthly, quarterly, yearly), and retain the current documentation of inspections. Documents shall be kept on site. Daily pre-use inspections and testing shall be performed on all load hoisting and lowering mechanisms, boom hoisting and lowering mechanisms, swinging mechanisms, travel mechanisms (if to be used that day), and safety devices. Cranes that have to be re-rated shall be in accordance with SAE Recommended Practices, Crane Load Stability Test Code J765 and documentation maintained on site. The Contractor shall have an operational anti-two block device or a two-block damage prevention feature for all points of two blocking and a boom hoist disconnect, shutoff, or hydraulic relief to automatically stop the boom hoist when the boom reaches a predetermined high angle.</p>
2.9.4.2	Rigging Gear	<p>The Contractor shall ensure rigging gear and below the hook lifting devices and personnel comply with the following requirements:</p> <ol style="list-style-type: none"> 1) Personnel performing rigging shall have an understanding of all signs, notices, and operating instructions, and be familiar with the applicable hand signals prescribed by the ASME B30 standard for the type of crane in use. 2) Personnel performing rigging shall be familiar with the rigging requirements in EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926. 3) The Contractor shall inspect rigging gear in accordance with EM 385-1-1, NAVFAC P-307, 29 CFR Part 1910, and 29 CFR Part 1926 and paragraph 1.7.2 of NAVFAC P-307. Certification records shall be made available for review upon request.
2.9.4.3	Crane Operators	<p>Crane operators shall meet the personnel qualifications requirements in paragraph 16.B of EM 385-1-1 and paragraph 1.7.2 of NAVFAC P-307. For mobile cranes with Original Equipment Manufacturer (OEM) rated capacities of 2,000 pounds or greater, designate crane operators as qualified by a source that qualifies crane operators (i.e., union, a government agency, or an organization that tests and qualifies crane operators).</p>
2.9.5	Accident and Damage Reporting	<p>The Contractor shall notify the Contracting Officer as soon as practical, but no more than four 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</p>

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		<p>energy (includes electrical and non-electrical); weight or load handling equipment (LHE) or rigging; fall-from-height (any level other than same surface); and underwater diving. These mishaps shall be investigated in depth to identify all causes and to recommend hazard control measures.</p> <p>Within notification include Contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.</p> <p>The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least \$20,000 in damages, and near misses as defined in EM 385-1-1, to establish the root cause(s) of the accident. The Contractor shall complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F. Required or special forms are provided within the Forms in J-0200000-03.</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

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		<p>length of the illness;</p> <ol style="list-style-type: none"> 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 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.)</p>
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. Contractor employees operating critical equipment shall be trained to properly respond during a fire alarm or fire in accordance with activity instructions NSANRLNSINST 11320.1K, NASJRBOLAINST 5100.1C, and NASJRBOLAINST 11320.3F. Fire Marshall noted deficiencies shall be corrected on a priority basis.
2.9.7	Monthly On-Site Labor Report	The Contractor shall submit a Monthly On-Site Labor Report per Section F. This report is a compilation of employee-hours worked each month for all site workers, both prime and subcontractor.
2.9.8	OSHA Citations and Violations	The Contractor shall correct violations and citations promptly and provide a copy of each OSHA citation and OSHA report with written OSHA Citations and Violations Corrective Action Report per Section F.
2.9.9	Safety Inspections and Monitoring	<p>The Contractor shall conduct inspections of its work areas, job sites, and work crews every day work is being performed to ensure that all Contractor operations are being conducted safely. These inspections shall ensure: The site is safe and free of job-site hazards</p> <ul style="list-style-type: none"> • 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

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		<p>AHA for that work activity.</p> <ul style="list-style-type: none"> 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 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.</p>
2.9.10	Safety Certification	The Contractor shall submit copies of all the required Federal, state, county, city and industry Safety Certifications for work performed under this contract per Section F. These certifications shall be kept up to date by the Contractor. The Contractor shall submit new versions of certifications as the old certifications expire. No work, that requires a certification, shall start without a valid and approved certification.
2.9.11	Safety Apparel on Jobsites	The Contractor personnel shall wear appropriate high-visibility safety apparel (garment, vest, or harness of retro-reflective and fluorescent material) meeting ANSI/ISEA 107-2010 requirements. Appropriate garment shall be based on the worker hazards and tasks, complexity of the work environment or background, and vehicular traffic and speed. As a minimum, the Contractor personnel shall wear ANSI/ISEA 107-2010 Class I compliant apparel.
2.9.12	Emergency Medical Treatment	Contractors will arrange for their own emergency medical treatment. The Government has no responsibility to provide emergency medical treatment.
2.10	Environmental Management and Sustainability	<p>The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy. Goals:</p> <ul style="list-style-type: none"> Reduce purchase and use of toxic and hazardous materials; Expand purchase of green products and services; increase recycling; Reduce energy and water use; Increase use of alternative fuels and renewable energy; Integrate green building concepts in major renovations and new

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		<p>construction;</p> <ul style="list-style-type: none"> • Prevent pollution at the source; and • Continual improvement. <p>Policy:</p> <ul style="list-style-type: none"> • Protect public health and the environment by being an environmentally responsible member of the community; • Preserve our natural, historic and cultural resources; • Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; • Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities; • Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; • Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; • Enhance our program as we develop and implement an Environmental Management System; and • Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words. <p>The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy Measurement Information to the KO when requested. In the event an EMS nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, the Contractor shall take corrective and/or preventative actions, assume legal and financial liability for the noncompliance and take corrective action immediately to remedy the noncompliance. The Contractor shall ensure that its employees are aware of their roles and responsibilities under the EMS and how these EMS roles and responsibilities affect work performed under the contract.</p>
2.10.1	Energy Management Program	<p>The Contractor shall comply with the installation's energy management program. The Contractor PM, or designee, shall represent the Contractor's interest at all meetings of the activity's Energy Management Board.</p> <p>The Contractor shall comply with the Navy Region Southeast Instruction 4101.1, NAVSUPACTNRLNSINST 11300.2E, NASJRBNOLAINST 4100.1E, and in accordance with Executive Orders, Acts of Congress and other directives, instructions and regulations. This is to include, but is not limited to, the Energy Policy Act of 2005, Executive Order 13423, Energy Independence and Security Act of 2007, SECNAV Instruction 4100.9A, and OPNAV Instruction 4100.5D. The Contractor PM shall represent the Contractor's interest at all meetings of the activity's Energy Management Board. Use of high energy consuming tools or equipment shall be approved by the KO. The Contractor shall use life-cycle cost analysis in making decisions about investments in products, services, construction and other</p>

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		<p>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</p> <p>The Contractor superintendent shall represent the Contractor's interests at all meetings of the activity's Energy Conservation and Resource Management Committee.</p> <p>Navy Region Southeast Instruction 4101.1 is provided in J-0200000-07</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	<p>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.</p> <p>See J-0200000-08 for additional Environmental Requirements.</p>
2.10.2.1	ODS Requirements for Refrigerant Recycling	1. Contractor shall comply with all federal, state and local environmental laws and regulations, and specifically requirements of Sections 608 and 609 of the Clean Air Act Amendments (CAAA) of 1990, 40 Code of Federal Regulation Part 82 (40 CFR 82) and of paragraph 22-3.6 (Management of Ozone-Depleting Substances) of OPNAV M-5090.1 Environmental Readiness Program Manual, and Navy ODS Advisory 96-02 Refrigerant Leak Repair and Record Keeping as pertaining to this

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		<p>contract.</p> <p>2. Technicians shall be certified through an EPA approved program. Copies of their certifications shall be maintained at the employee's place of business and carried as a wallet card by the technician. All certificates shall be legible. Certifications shall be for the type of equipment they will be using (Universal Certification is preferred). Contracting Officer (KO) shall be provided a copy of all certifications. Contractor shall use only EPA approved refrigerant recovery equipment. A list of equipment including name of manufacturer, model number, serial number, date manufactured and a list of names of EPA Certified Technicians shall be provided at start of contract and whenever requested by KO.</p> <p>3. Recordkeeping shall document and demonstrate contractor compliance with regulatory and Navy requirements cited in Item 1 above. A government ODS Tracking and Inventory System (OTIS) database will be provided for contractor use. Contractor may choose to use a commercially available ODS recordkeeping and tracking software if it provides similar recordkeeping and is deemed acceptable to the KO. Other methods of maintaining and tracking ODS recordkeeping requirements and compliance demonstration may be presented for consideration in lieu of using one of the above cited software if it meets regulatory recordkeeping requirements and is approved by KO. All records for work on refrigerant equipment shall contain at a minimum, the date, the technician's name, certification ID, equipment identifier and location, work performed, amount of refrigerant added or removed, and final determination of equipment status.</p> <p>4. A complete, up to date inventory of refrigerant containing equipment on base shall be maintained at all times. The contractor is responsible for updating all recordkeeping software and for maintaining accurate and up to date refrigerant records. Contractor shall provide the KO with an updated copy of OTIS database or representative software data files quarterly and at conclusion/termination of contract. Contractor's ODS records shall be readily available for inspection by government and regulators.</p> <p>5. Records shall be maintained on 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 and oil that had not previously leaked was removed in accordance with 40 CFR 82 shall be included in the disposal records. A weather resistant label or tag shall be placed on units pending disposal stating harmful refrigerants and oil have been removed from the unit in compliance with Section 608 of the CAA. The label or tag shall provide the company name & address, technician name, phone number, and date refrigerant was removed.</p> <p>6. Records shall be kept for all maintenance and refrigerant recovery operations/services performed on equipment that normally contains 50 pounds or more refrigerant. Data to be included in records shall include date leak discovered (if applicable), service/repair date, technician's name, service/repair description, amount of refrigerant recovered prior to servicing/repairing beginning, and amount of refrigerant added (final charge) upon completion of repairs. Leaks are to be repaired whenever identified on refrigerant equipment. Satisfactory leak repair verification</p>

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		<p>tests shall be performed and documented within 30 days of repair. Support documents such as Job Orders, Service Tickets, and Preventive Maintenance Tickets shall be maintained for all units. The base environmental office must be notified immediately if a repair cannot be made within 30 days of discovery of a leak, so notification can be made to the EPA.</p> <p>8) The contractor is responsible for performing all leak rate calculations for equipment normally containing 50 lbs or greater of refrigerant per 40 CFR Part 82.166. Leak rate calculations shall be performed every time refrigerant is added to the equipment. OTIS or the other approved recordkeeping system shall be used to calculate leak rates. The base environmental office shall be notified if the leak rate for a piece of equipment ever exceeds 15% for a 12 month period.</p> <p>9. 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>10. Records detailing the type and amount of refrigerant purchases shall be kept.</p> <p>11. Excess class I (R-11, 12, 113, 114, 500, 502) and class II ODS shall be returned to the Defense Logistics Agency (DLA), in accordance with Department of Defense (DoD) Ozone Depleting Substances (ODS) Turn-in Procedures. Contact DLA for the latest turn-in procedures. As per above procedure, all reclaimed class I and II refrigerants cited above shall be stored in approved DLA containers, made for the intended purpose and transported by the Contractor to the Defense Logistics Agency (DLA) as instructed in the procedure.</p> <p>12. Once the contractor has delivered the refrigerant to DLA in Richmond, contractor shall provide to the Contracting Officer (KO) a shipping document stating the amount and type of refrigerant received by DLA. This document shall contain the date and time received, name, phone number, and signature of the person who received the refrigerant.</p> <p style="text-align: center;">DLA Richmond Address is: Defense Depot Richmond Va. (DDVA) SW0400 Cylinder Operations 8000 Jefferson Davis Highway Richmond, Virginia 23297-5000</p> <p>13. All refrigerant shall be turned into DLA or returned to the government. Under no circumstances shall any refrigerant be turned over to a contractor as payment or for disposal. All refrigerant is a Navy Commodity that must be returned to the government.</p> <p>14. All records maintained for refrigerant use shall be turned over to the government whenever requested, and to the KO per all requirements stipulated in this section.</p>
2.10.2.2	Non-Hazardous Waste Disposal	The Contractor shall dispose all wastes in accordance with all applicable Federal, state, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements.

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		<p>All non-hazardous, non-regulated debris and rubbish resulting from the work under this shall be disposed of at appropriate off installation waste handling facilities.</p> <p>All regulated, non-hazardous waste shall be disposed of in accordance with all applicable Federal, state, and local laws, regulations, and with base-wide instructions.</p>
2.10.2.3	Hazardous Waste Disposal	The Contractor shall dispose of all hazardous waste in accordance with the Resource Conservation and Recovery Act and all other applicable Federal, state and local laws and regulations. No disposal of hazardous waste onboard the installation is allowed.
2.10.2.4	Spill Prevention, Containment, and Clean-up	<p>he Contractor shall identify, clean-up and control contractor caused hazardous substance spills according to the regulations set forth by all applicable Federal, State, and local regulatory agencies, NAS JRB Hazardous Waste Management Plans, Spill Prevention, Control, and Countermeasure Plans, and Facility Response Plans. at no additional cost to the Government.</p> <p>The Contractor report all fuel and hazardous substance spills on NAS JRB New Orleans promptly reported to the station's Fire Department at 504-678-3333, and to the KO.</p>
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 submit an Emergency Planning and Community Right to Know Act (EPCRA) Report and Contractor Hazardous Material Inventory Log per Section F following the format provided in J-0200000-09</p> <p>See additional requirements for Hazardous Material Management in J-0200000-08.</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 Safety Data Sheets (SDS) at the worksite where the products are being used. Should the Government determine that a chemical the Contractor will use needs to be tracked, the Government may direct the Contractor to submit additional information in order to fulfill reporting requirements.</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. These provisions are included in 29 CFR 1910.1200 and OPNAV INST 4110.2, and can be viewed at the NSA or NAS JRB Safety Offices.</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</p>

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		biphenyls, di-isocyanates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. Low mercury lamps used within fluorescent lighting fixtures are allowed as an exception without further Contracting Officer approval. Notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.
2.10.2.6	Protection of Endangered and Threatened Species (Flora and Fauna)	The Contractor shall not disturb endangered and threatened species and their habitat. The Contractor shall carefully protect in-place and report immediately to the KO endangered and threatened species discovered in the course of work. The Contractor shall stop work in the immediate area of the discovery until directed by the KO to resume work.
2.10.2.7	Noise Control	The Contractor shall comply with all applicable Federal, state and local laws, ordinances, and regulations relative to noise control.
2.10.2.8	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 as directed 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 (<i>e.g.</i> , Electronic Product Environmental Assessment Tool (EPEAT)-registered), non-ozone depleting, contain recycled content, or are non-toxic or less toxic alternatives, where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	The Government has an affirmative procurement program to promote the purchase of products containing recovered materials. The intent is to

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		<p>reduce the solid waste stream and conserve natural resources by establishing markets for recycled content products and encouraging manufacturers to produce quality products containing recovered materials. Participate in this program by using, for Environmental Protection Agency (EPA) designated items, recovered materials to the maximum extent practicable without jeopardizing the intended end use of the item. The percentage of recovered materials content levels for use in the performance of this contract will be, at a minimum, the amount recommended in the EPA Comprehensive Procurement Guideline (CPG) Product Index website http://www.epa.gov/epawaste/conserve/tools/cpg/index.htm</p> <p>Use of EPA designated products is not required for products that are either not available within a reasonable period of time, are not available at a reasonable price, are not available from a sufficient number of sources to maintain a satisfactory level of competition, or fail to meet performance standards based on technical verification. EPA designation of products is an on-going process. Listings of EPA designated products containing recovered materials are found in 40 CFR 247. Make recommendation and submit Recovered Material Certification, per Section F, when a product containing recovered materials is equal to or better than the original and could be used for this contract. All changes of products must be accepted by the KO before it is used.</p>
2.10.3.3	Use of Biobased Products	The Contractor shall make maximum use of biobased products in accordance with the FAR Clause 52.223-2 -- AFFIRMATIVE PROCUREMENT OF BIOBASED PRODUCTS UNDER SERVICE AND CONSTRUCTION CONTRACTS. Information about these products is available at http://www.usda.gov/biopreferred .
2.11	Disaster Preparedness	The Contractor shall comply with the installation's Contingency Instruction. .The Contractor shall support the installation contingency response plan as directed by the KO.
2.12	Technical Library	<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 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.</p>
2.13	Warranty Management	<p>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.</p> <p>The Contractor shall maintain warranty files for Non-recurring work, for</p>

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		<p>equipment installed under service orders, and for equipment installed by other contractors.</p> <p>(1) For Non-recurring work performed under this contract, the Contractor is responsible for a one year labor warranty commencing from the date of acceptance of the work. Manufacturer's warranties shall apply to any equipment installed through an Indefinite Quantity Job Order. The contractor shall be responsible for coordinating with manufacturers responsible for the repair or replacement of equipment and materials used to perform Job Orders.</p> <p>(2) For any service orders completed in accordance with Section C, the Contractor is responsible for a 90 day labor warranty commencing from the completion date of the service order. Manufacturer's warranties shall apply to any equipment installed under a service order. The contractor shall be responsible for coordinating with manufacturers responsible for the repair or replacement of equipment installed under a service order.</p> <p>(3) For all installed or constructed equipment and material (i.e. roofs, HVAC equipment, etc.), the Contractor shall maintain a log of all warranties applicable. The Contracting Officer shall furnish the Contractor with the effective dates, names, and addresses of the parties responsible for such warranties. The Contractor shall be responsible for contacting the responsible parties and coordinating all warranty work required.</p> <p>(4) The Contractor shall maintain neat and orderly written records, to include letters, faxes, logged phone calls, etc., of warranty work requested and performed. The Government may request information from these records at any time.</p>
2.14	Recurring Work Procedures	
2.14.1	Recurring Work Limit of Liabilities	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment recurring work services. Unless noted otherwise, the Contractor shall not request additional costs associated with the performance of the existing Recurring Work (such as cost associated with tools, supervision, equipment, and any other costs to perform the Recurring Work)
2.14.2	Notification to the Government for Work Above the Recurring Work Limitations	<p>The Contractor is fully responsible for work up to the Recurring Work limits. Limit of liabilities for recurring work only includes direct labor and/or direct material. The government will not be responsible for reimbursement of any other associated cost as part of the limit of liability. 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.</p> <p>The Contractor shall provide a detailed scope of work and estimate per the Non-recurring Work procedures in Spec Item 2.15 for any task orders resulting from work that exceeded a Recurring Work limit of liability in the contract. The estimate shall include the full scope of Work and clearly</p>

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		show the deductions for the applicable Recurring work limit of liability. The resultant proposed price shall be for the portion of the work exceeding the Recurring Work limit of liability. Further, the Contractor shall prepare and provide scopes of work and estimates in this manner to the KO when requesting a determination that a Recurring Work limit of liability has or will be exceeded.
2.14.3	Recurring Work Exhibit Line Item Numbers (ELINs)	Recurring Work ELINS are provided in J-0200000-10.
2.15	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.
2.15.1	Unit Priced Task (UPT) Work (Non-Negotiated)	A UPT is defined as a Non-Recurring Work item that includes all direct and indirect costs plus profit associated with the particular unit of work. All materials and equipment (rented, leased or Contractor-owned) required for the accomplishment of a UPT shall be included within the respective exhibit line item prices. The fixed price for the task order is determined by multiplying the exhibit line item unit prices by the quantities ordered. The Contractor is not required to submit cost estimates for UPTs.
2.15.1.1	Acceptance and Performance	The Contractor shall possess the capability to accept and perform Non-Recurring Work via an electronic medium with supported commands utilizing their Government Purchase Card (GPC). DoD EMALL is the electronic medium for authorized Government personnel to place orders for service to the Contractor. DoD EMALL is located at www.emall.dla.mil under NAVFAC contract. The Contractor is required to report all Non-Recurring Work quantities ordered via EMALL monthly to the KO.
2.15.1.2	Invoicing and Receiving Payment	Payment for completed EMALL orders will be made using the GPC. Reference "payment by third party" clause FAR 52.232-36. The Contractor shall possess the capability to invoice and receive payment for Non-Recurring Work via an electronic medium with supported command representatives utilizing their GPC. No partial or advance payments will be provided.
2.15.2	Unit Priced Labor (UPL) Work (Negotiated)	The Contractor shall perform all UPL work in accordance with the scope and delivery schedule negotiated per each task order. UPL work is defined as Non-Recurring Work that utilizes negotiated labor hours and 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. See Attachment J-0200000-10 for additional Non-Recurring Work Description and Procedures
2.15.2.1	Non-Recurring Work Preparation of Proposals	The Contractor shall submit a Non-Recurring work proposal to the KO within two working days following receipt for each potential task order, or within time specified by the KO, 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

0200000 - Management and Administration		
Spec Item	Title	Description
		costs of materials and equipment to perform the required scope of work.
2.15.2.1.1	Labor Requirements	Accepted industry time standards published in R. S. Means cost data, industry organizations, and similar estimating sources shall be used for determining the number of direct labor hours required to complete the scope of work. The total labor cost will be determined by totaling the number of direct labor hours and then multiplying by the UPL amount in the Non-Recurring Work Exhibit Line Items (ELINS) provided in Section J.
2.15.2.1.2	Material and Equipment Requirements	Accepted industry and Government material and equipment costs published in R. S. Means cost data, national material supplier catalogues, U.S. Army Corps of Engineers Construction Equipment Ownership and Operating Expense Schedule (EP 1110-1-8), equipment rental catalogues, and similar estimating sources shall be used for determining customary and reasonable costs for the material and equipment estimate. Projected material requirements shall include a list of materials establishing the size, quality, number of units, and unit prices. Pre-expended bin supplies and materials shall not be included in the list of materials since the cost for these items are to be included in the labor hour unit price. Material prices shall be the lowest price available considering the availability of materials and the time constraints of the job. The direct material price shall include all discounts and rebates for core value and salvage value that accrue to the Contractor and Contractor-furnished warehousing cost. Equipment costs shall include rental and lease costs, ownership costs where Contractor-owned, equipment mobilization, and tools, not priced under the Recurring Work portion of the contract.
2.15.2.2	Issuance of Final Task Order	The KO will order unit priced labor by issuing to the Contractor a copy of the approved scope of work and a task order for the work described, in accordance with Section G. Task order completion times will be specified on each task order.
2.15.3	Non-Recurring Work ELINS	Non-Recurring Work ELINS are provided in J-0200000-10.

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 NAS JRB New Orleans, LA. All facility management services contained within Sub-Annex 1501000 shall be executed via Non-Recurring Work only.
1.1	Concept of Operations	The intent of 1501000 Facility Management I is to specify the requirements related to contract specification package development. All work identified in this Sub-Annex will be executed via Non-Recurring Work.

1501000 – Facility Management		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	See Attachment J-1501000-01 for Definitions and Acronyms.
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 and Training	Specific certification and training requirements are addressed as follows and in Spec Item 4.1.
2.2.1.1	Customer Service	Contractor employees, who work in positions with direct customer interaction shall have completed customer service training equivalent to the Navy’s Customer Service Correspondence Course within 30 calendar days of assignment and attend refresher training annually thereafter.
2.2.2	Customer Interface Personnel	The Contractor’s personnel who regularly engage in customer interface services shall present a professional demeanor and use customer interaction best practices. Personnel shall be attentive, courteous, well-groomed, and in clean attire.

1501000 – Facility 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. The Performance Objectives and Standards shall be the same as those identified below.	Refer to Performance Standards in Spec Item 3.1.
4.1	Contract Specification Package Development	Contractor shall develop specification packages for third party contract work to ensure work requirements and cost estimates are properly prepared in a timely manner.	Contractor shall develop technical specification packages for third party contractor workforce accomplishment of sustainment construction and service type work. Packages shall be developed for solicitation prior to award. The statement of work shall be complete and accurate to solicit quotes from other contracting firms. Contractor shall not develop technical specification packages for work in any capacity within this contract. The Contractor's specification packages for construction and support services work shall contain statements of work that identify all salient characteristics of the requirement, including quality and workmanship standards, performance based deliverables and measurable standards, sketches or drawings, and a detailed government estimate of the cost based on R. S. Means® or equivalent nationally recognized cost estimating source, in sufficient detail to clearly identify the work location, labor effort, materials and equipment. The Contractor's specification	Specification packages are complete and accurate as specified. Specification packages are submitted within specified time.

1501000 – Facility Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>packages for service work shall be prepared in compliance with Government Processes. The Government will provide all required processes at start of the contract specification package development.</p> <p>Complete technical specification packages for solicitations shall be submitted per Section F.</p> <p>Complete technical specification packages for contract modifications shall be submitted to the KO per Section F.</p> <p>The Contractor shall respond immediately to any issues concerning the estimates. Resolution typically involves clarifying the scope of work the estimate and material requirements.t.</p>	

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Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment services at NAS JRB New Orleans, LA; NSA New Orleans, LA; and NOSC Shreveport, LA; and services on an as needed basis for. SPAWARSYCENTLANT New Orleans, LA.
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 and other facilities, ground structures, personal property equipment, and installed equipment and systems requirements. 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>As a minimum, the Contractor shall perform service orders, 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 <p>Building Systems</p> <ul style="list-style-type: none"> -HVAC -Direct Digital Controls (DDC) -Fire Protection -Vertical Transportation Equipment (VTE) -Intrusion Detection Systems -Bridge and Jib Cranes -Boilers (excluding Central Utility Plant Boilers) -Unfired Pressure Vessels (UPV) -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 -Installed Pool Equipment And Systems -Swimming Pool Repairs <p>Miscellaneous</p> <ul style="list-style-type: none"> -Signs

1502000 – Facility Investment		
Spec Item	Title	Description
		<ul style="list-style-type: none"> -Fences -Locksmith -Drainage Ditches -Monuments -Flag Poles -Unpaved Roads (gravel roads) -Bachelor Quarters -Lift Stations <p>Roads and Paved Surfaces</p> <ul style="list-style-type: none"> -Striping -Curbs -Sidewalks -Parking Lots -Drainage Systems -Outdoor Courts <p>Waterfront</p> <ul style="list-style-type: none"> -Piers -Bulkheads -Wharfs -Cathodic Protection Systems <p>Trackage</p> <ul style="list-style-type: none"> -Crane and Elevated Crane <p>Airfields</p> <ul style="list-style-type: none"> -Runways -Taxiways -Aircraft Parking Areas -Navigational Aids -Airfield Lighting <p>All Renovation and Demolition work shall comply with provision of the Louisiana Administrative Code (LAC) 33:5151, Emission Standard for Asbestos.</p> <p>All work for the listed items above may be performed through the service order or bullet requirements if not identified in a specific Spec Item for Preventive Maintenance Program; Integrated Maintenance Program, Inspection, Testing, and Certification Program; or Other Recurring Services Program. Service Orders may be issued for a wide variety of work within the entire boundary of the base/installation.</p>

1502000 – Facility Investment		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1502000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the FI function.
2.2.1	Certification, Training, and Licensing	<p>All maintenance and repair shall be performed by personnel trained and certified by the OEM.</p> <p>Personnel maintaining, operating and repairing HVAC Refrigeration systems shall have a Heating, Air Conditioning, and Refrigeration (HAR) Journeyman Certification.</p> <p>Personnel handling refrigerant shall have the EPA Refrigerant Universal Certification.</p> <p>Personnel operating and maintaining the Tracer Summit Controls shall be OEM Factory certified and shall provide certificates of completion of Level 101, 102, and 103.</p> <p>Personnel inspecting, witnessing tests, preparing reports, and issuing certificates for boilers and UPVs must be qualified per UFC 3-430-07.</p> <p>Personnel maintaining, repairing, inspecting, testing, operating, or rigging WHE shall be qualified per NAVFAC P-307.</p> <p>Personnel inspecting and testing crane and railroad trackage shall be qualified per NAVFACINST 11230.1.</p> <p>Personnel inspecting, certifying, and making recommendations for corrective action for backflow preventers shall be certified per UG-2029-ENV.</p> <p>Personnel performing inspections and tests on VTEs must be qualified per NAVFAC MO-118.</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.</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 3-601-02.</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</p>

1502000 – Facility Investment		
Spec Item	Title	Description
		<p>experience working with HAZMAT/HAZWASTE.</p> <p>Personnel performing work and obtaining test data on the cathodic protection system must be trained per UFC 3-570-06.</p> <p>All maintenance trade personnel certifying or inspecting repair or maintenance work that does not require an inspector certified by a governing directive shall be qualified at the journeyman level.</p> <p>The Contractor shall submit proof of all certification, training, and licensing requirements per Section F.</p>
2.3	Special Requirements	
2.3.1	Workmanship and Material Standards	<p>The Contractor shall be responsible for maintaining all facilities, systems, and equipment, identified in this technical sub-annex, to a standard that prevents deterioration beyond that which results from normal wear and tear and corrects deficiencies in a timely manner to assure full life expectancy of the facilities, systems, and equipment. Best commercial practices shall be applied in the performance of work. All work shall be completed per approved and accepted industry and equipment manufacturers' standards and shall comply with building and safety codes, applicable activity, local, state, and federal regulations, and other technical requirements identified within this technical sub-annex.</p> <p>Workmanship for maintenance and repair shall include all work necessary to complete facility and system restoration, including touch-up painting and operational checks. Upon completion of work, the Contractor shall ensure all facilities, systems, and equipment are free of missing components or defects which would affect the safety, appearance, or habitability of the facilities and structures or would prevent any electrical, mechanical, plumbing or structural system from functioning in accordance with design intent. Repairs shall be made in accordance with the manufacturers' specifications and guidelines, and standard building codes. The quality of repairs shall meet the applicable standards and shall prevent any malfunction reoccurrences caused by poor workmanship or other contractor inadequacies. The quality of the repaired areas shall be fully compatible with adjacent surfaces or equipment. Except where otherwise specified, replacements shall match existing in dimensions, finish, color, design, and functionality and shall have an appearance similar to the original finished appearance with only minor unobjectionable deterioration resulting from normal use.</p> <p>The Contractor shall not allow debris to spread unnecessarily into adjacent areas nor accumulate in the work area. All such debris, excess material, and parts shall be cleaned up and removed at the completion of the job and at the end of each day work is in progress. Upon completion of work, any stains and other unsightly marks shall be removed.</p>
2.3.2	Historical Preservation	Buildings and facilities designated as historical sites shall be maintained in accordance with Federal, state, and local historical policies and regulations.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1502000-02.

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall maintain, repair, and alter 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, 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 Annex 2.</p> <p>The Contractor shall provide all necessary test instruments, equipment, and tools required to perform maintenance and repair.</p> <p>The Contractor shall make recommendations to enhance facilities, systems, and equipment performances to the KO per Section F. If the recommended enhancements are accepted, system performance enhancements to scheduling, sequence of operation and other adjustments will be made under the Recurring Work responsibility.</p> <p>A facility list for FI is provided in J-1502000-03.</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; ensure that all requests by the Government are completed as required; and ensure facilities, ground structures, personal property equipment and	<p>The Contractor shall receive service orders in accordance with the work reception requirements in Annex 2.</p> <p>The Contractor shall schedule and perform service orders in a way that minimize disruptions to customers and Government operations.</p>	<p>Service order work is responded to and completed within the specified time.</p> <p>Facilities, systems, and equipment are restored to operable condition and function properly in accordance with OEM specifications.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		<p>installed equipment and systems are restored to a safe, normal working condition and function properly.</p>	<p>The Contractor shall perform service orders to accomplish any work identified within the entire boundary of the installation(s)/base(s) and will include a wide variety of work.</p> <p>Service orders for each customer are quantified in J-0200000-10 ELINs.</p> <p>Descriptions of the classifications of service orders (emergency, urgent, and routine) are provided in the Definitions and Acronyms in J-1502000-01.</p> <p>The Contractor shall maintain sufficient materials and equipment on hand to support service order work requirements. Lack of 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>Service order work may consist of multiple tasks for a single trade in the same building or structure at the same time, or multiple trades for a single task in the same building or structures at the same time into one service order as long as the service order limit of liability is not exceeded.</p> <p>As part of the service order, the Contractor has full responsibility for any work up to Recurring Work limit of liability of 32 direct labor hours or \$2,500 in direct material cost per service order. See examples below.</p> <p>Three examples of service orders exceeding the Recurring Work limit of liability:</p>	<p>When repair or request is complete the facility, ground structure, personal property equipment or installed equipment and system does not present danger to personnel or equipment.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<ol style="list-style-type: none"> 1. If a service order requires 33 direct labor hours and \$2,500 in direct material cost, the Government may issue a task order in accordance with the Non-recurring Work portion of the contract for the one direct labor hour that exceeds the Recurring Work limit of liability. 2. If a service order requires 32 direct labor hours and \$2,600 in direct material cost, the Government may issue a task order in accordance with the Non-recurring Work portion of the contract for the \$100 in direct material cost that exceeds the Recurring Work limit of liability. 3. If a service order requires 33 direct labor hours and \$2,600 in direct material cost, the Government may issue a task order in accordance with the Non-recurring Work portion of the contract for the one direct labor hour and \$100 in direct material cost that exceeds the Recurring Work limit of liability. <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, the Government will only pay for the portion of labor and/or material that exceeds the service order limits.</p> <p>The limit of liability for service orders includes only direct material and direct labor. The government will not be</p>	

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>responsible for reimbursement of any other associated cost as part of the service order limit of liability.</p> <p>Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.</p> <p>Contractor will receive payments for completed service orders. The contractor will not receive payment on incomplete service orders and service orders not issued. Unused and incomplete service orders will be deleted at the contractor's unit prices identified in the ELINs, J-0200000-10 annually.</p> <p>See J-1502000-04 for historical service order information.</p> <p>The Contractor shall submit a weekly report of all open service orders and a monthly summary of open and completed service orders per Section F. Service order report format will be provided to the contractor at the start of the contract. Report formats may change any time at no additional cost to the Government.</p>	
3.1.1	Emergency Service Orders	The Contractor shall respond to and complete emergency service orders, and arrest emergent conditions to minimize and mitigate damage to facilities, systems, and equipment, 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 calls with the appropriate service personnel and equipment to commence work immediately.</p> <p>The Contractor shall remain at the work site until the emergency has been arrested.</p> <p>If further labor and material</p>	<p>Emergency service orders responded to within one hour of receipt of call.</p> <p>Work is continued without interruption until emergent condition is arrested before departing the job site.</p> <p>Facilities, systems, and equipment are restored to operable condition and function properly in</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>(follow-up work) are required to complete the repair (after the emergency condition is arrested), the Contractor may, with the concurrence of KO, reclassify the call as routine and the corresponding completion time will then apply. Such follow-up work shall be considered part of the original service order.</p> <p>The guidelines of service orders outlined in this Annex apply to all inventories, Government property, and systems included in the contract.</p>	<p>accordance with OEM specifications.</p> <p>Work is accomplished per Spec Item 2.3.1, Workmanship and Material Standards.</p> <p>When repair or request is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p>
3.1.2	Urgent Service Orders	The Contractor shall complete urgent service orders in a timely manner; ensure that all requests by the Government are completed as required; and ensure facilities, ground structures, personal property equipment, and installed equipment and systems are restored to a safe, normal working condition and function properly.	The Contractor shall perform urgent service orders to repair deficiencies without extended delay, therefore preventing further damage to facilities, ground structures, personal property equipment, and installed equipment and systems.	<p>Urgent service orders are completed within five working days.</p> <p>Facilities, systems, and equipment are restored to operable condition and function properly in accordance with OEM specifications.</p> <p>Work is accomplished per Spec Item 2.3.1, Workmanship and Material Standards.</p> <p>When repair or request is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p>
3.1.3	Routine Service Orders	The Contractor shall complete routine service orders in a timely manner; ensure that all requests by the Government are completed as required; and ensure facilities, ground structures, personal property equipment, and installed equipment and systems are restored to a safe,	<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>Performance of routine service orders is not required outside of Government regular working hours.</p>	<p>Routine service orders are completed within 30 calendar days</p> <p>Facilities, systems, and equipment are restored to operable condition and function properly in accordance with OEM specifications.</p> <p>Work is accomplished per Spec Item 2.3.1, Workmanship and</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		normal working condition and function properly.		Material Standards. When repair or request is complete the facility, system, or equipment does not present any hazard or danger to personnel.
3.2	Bullets	The Contractor shall perform bullet work in a timely manner and ensure facilities, ground structures, personal property equipment and installed equipment and systems work requests are completed as requested by the Government.	<p>The Contractor shall respond and perform work ordered as bullets. Services ordered as bullets are Recurring Work and to be treated similar to delivery orders or credit card jobs</p> <p>Bullets may be issued for any work within the scope of the contract.</p> <p>A bullet may require more than one craft in more than one location if all work is related to accomplishment of a job. Workload quantity is reflected in the number of requests for individual jobs. Size, scope and mix of trades will vary significantly.</p> <p>Bullets may only be called in by Authorized Users.</p> <p>The KO will designate Authorized Users.</p> <p>Bullets are quantified in J-0200000-10 ELINs</p> <p>Contractor will receive payments for completed bullets. The contractor will not receive payment on incomplete s bullets and bullets not issued. Unused and incomplete bullets will be deleted at the contractor’s unit prices identified in the ELINs, J-0200000-10 annually.</p> <p>See J-1502000-05 for historical bullet information.</p> <p>The Contractor shall submit a</p>	<p>Bullet 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, personal property equipment or installed equipment and system does not present danger to personnel or equipment.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			weekly report of all open bullets and a monthly summary of open and completed bullet work per Section F. Bullet report format will be provided to the contractor at the start of the contract. Report formats may change any time at no additional cost to the Government.	
3.2.1	Diamond Bullets	The Contractor shall perform diamond bullet work in a timely manner and ensure facilities, ground structures, personal property equipment and installed equipment and systems work requests are completed as requested by the Government.	<p>Each Diamond Bullet is a not to exceed total direct cost of \$10,000. Direct costs include direct labor and direct material. The Contractor will be fully responsible for all other costs associated with the performing the Diamond Bullet.</p> <p>The contractor shall complete diamond bullet within 30 calendar days.</p> <p>Contractor shall email requestor of completion within 5 work days of completion of work.</p> <p>The Contractor shall request extensions from the COR if there are Government-caused delays or unforeseen circumstances beyond the Contractor's control that prevent work from being accomplished on time.</p>	<p>Diamond Bullet work is responded to immediately and completed 30 calendar days.</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, personal property equipment or installed equipment and system does not present danger to personnel or equipment.</p>
3.2.2	Platinum Bullets	The Contractor shall perform platinum bullet work in a timely manner and ensure facilities, ground structures, personal property equipment and installed equipment and systems work requests are completed as requested by the Government.	<p>Each Platinum Bullet is a not to exceed total direct cost of \$5,000. Direct costs include direct labor and direct material. The Contractor will be fully responsible for all other costs associated with the performing the Platinum Bullet.</p> <p>The contractor shall complete Platinum bullet within 30 calendar days.</p> <p>Contractor shall email requestor of completion within 5 work days of completion of work.</p> <p>The Contractor shall request</p>	<p>Platinum Bullet work is responded to immediately and completed 30 calendar days.</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,</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			extensions from the COR if there are Government-caused delays or unforeseen circumstances beyond the Contractor's control that prevent work from being accomplished on time.	ground structure, personal property equipment or installed equipment and system does not present danger to personnel or equipment.
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>If Contractor's PM program and work schedule does not meet performance objectives and standards, the contractor shall adjust PM program and work schedule accordingly at no additional cost to the Government.</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 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 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 manufacturers' recommended procedures, OEM standards, and maintenance required to satisfy equipment warranties</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 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>As part of the PM program, the Contractor shall perform equipment condition assessments to support the Infrastructure Condition Assessment Program (ICAP).</p> <p>The Contractor shall assess and document equipment condition annually. Depending on the type of equipment, as related by Uniformat Classification, the Contractor must assess the condition of one to 12 meters. The description of meter groups for each Uniformat Classification is listed in J-1502000-05. The general direct condition rating guidance is shown in J-1502000-07 and condition rating guidance specific to each meter group is provided in J-1502000-08.</p> <p>Direct condition ratings shall be reported as specified in the Computerized Maintenance Management Systems (CMMS) Spec Item in Annex 0200000.</p> <p>Security Systems and Equipment is provided in J-1502000-09</p> <p>The Weight Handling Equipment (WHE) inventory is provided in J-1502000- 10.</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			The Contractor shall submit a monthly PM work schedule per Section F.	
3.3.1	Security Systems & Equipment	The Contractor shall perform maintenance on security systems and equipment in designated areas to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>Security systems and equipment include exterior surveillance systems, IDS, alarm systems, access control systems, residential security equipment, and other security and detection devices.</p> <p>Maintenance shall comply with all OEM requirements and standards.</p> <p>All maintenance and repair shall be performed by personnel trained and certified by the OEM.</p>	<p>Maintenance is performed in accordance with Contractor's PM program and work schedule</p> <p>Maintenance of security systems and equipment is performed in accordance with OEM standards.</p>
3.3.2	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 Contractor shall maintain WHE in accordance with manufacturers' recommended procedures, OEM standards, and NAVFAC P-307.</p> <p>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.</p>	<p>Maintenance is performed in accordance with Contractor's PM program and work schedule.</p> <p>Maintenance of WHEs is performed in accordance with manufacturers' recommended procedures, OEM standards, and NAVFAC P-307</p>
3.4	Integrated Maintenance Program (IMP)	The Contractor shall develop and implement an IMP program for and installed equipment and systems to ensure they are safe, fully functional, and operational.	<p>The Contractor shall develop and submit an IMP per Section F.</p> <p>If Contractor's IMP work schedule does not meet performance objectives and standards, the contractor shall adjust IMP and work schedule accordingly at no additional cost to the Government.</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</p>	<p>Maintenance is performed in accordance with Contractor's IMP and work schedule.</p> <p>When a problem or a need for repair is identified, the Contractor shall respond within two hours and complete the repair within 48 hours.</p> <p>Systems and equipment are maintained and repaired to sustain a fully functional and operable condition in</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>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 and regardless of condition of the system, the Contractor has full responsibility for any individual occurrence of repair, including replacement, up to and including:</p> <ol style="list-style-type: none"> 1) \$5,000 in direct material and direct labor cost for Fire Protection and VTE systems. 2) \$20,000 in direct material and direct labor cost for non-critical facilities HVAC and Boiler Systems. 3) \$50,000 in direct material and direct labor cost for critical facilities HVAC and Boiler Systems. and <p>The Contractor shall, per Annex 2, notify the KO upon identification that the repair will exceed the liability limit listed above.</p> <p>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>accordance with OEM specifications.</p> <p>When repair is complete the facility, system, or equipment does not present any hazard or danger to personnel.</p> <p>Inspection, Test, and Maintenance Reports are submitted no later than one week following the completion of each service.</p> <p>Durable maintenance inspection tags and updates are provided after each maintenance service for each system.</p> <p>The Contractor shall provide a weekly report of all open IMP Repairs and a monthly summary report of open and completed IMP maintenance and repairs</p>

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			<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>As part of the PM program, the Contractor shall perform equipment condition assessments to support the Infrastructure Condition Assessment Program (ICAP).</p> <p>The Contractor shall assess and document equipment condition annually. Depending on the type of equipment, as related by Unifomat Classification, the Contractor must assess the condition of one to 12 meters. The description of meter groups for each Unifomat Classification is listed in J-1502000-07. The general direct condition rating guidance is shown in J-1502000-08 and condition rating guidance specific to each meter group is provided in J-1502000-09.</p> <p>Direct condition ratings shall be reported as specified in the Computerized Maintenance Management Systems (CMMS) Spec Item in Annex 0200000.</p> <p>The fire protection systems and systems description are provided in J-1502000-11.</p> <p>The HVAC systems and systems description are provided in J-1502000-13</p> <p>The vertical transportation equipment system descriptions and systems provided in J-1502000-14.</p>	

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall submit a monthly IMP schedule and IMP maintenance and repair status report per Section F. As a minimum the report shall include all open, closed and completed maintenance and repair jobs. At no additional cost to the Government, the contractor shall abide by all Government's change request to the format of the report.</p> <p>Contractor shall submit "Inspection, Test, and Maintenance Reports" per Section F.</p> <p>Contractor shall document all maintenance and inspection service at the worksite by affixing or updating a Contractor furnished durable tag to the system or component being serviced, inspected or tested. As a minimum, the tag shall state the type of inspection and/or test performed the date, and the Contractor's signature.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's IMP program. These changes will be made at no additional cost to the Government.</p> <p>Contractor shall accomplish the developed IMP program at the scheduled times and coordinate with KO and customer activities to ensure maintenance occurs within the time limits identified in the schedule.</p>	
3.4.1	Fire Protection Systems	The Contractor shall perform prescriptive maintenance on fire protection systems to ensure safe, reliable, uninterrupted fire protection service.	<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</p>	Maintenance, inspection, and testing of fire protection systems performed in accordance with UFC 3-601-02.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>systems to operate as designed.</p> <p>The Contractor shall prepare, inspect, and test backflow prevention devices associated with the fire protection systems. Backflow prevention devices shall be certified in accordance with UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.</p> <p>The Contractor shall notify facility inhabitants lead time, Fire Department, Security Department prior to performing maintenance, inspection, or testing of fire suppression systems.</p> <p>Contractor shall provide a semi-annual smoke detector report per Section F for meeting all applicable requirements (battery change out, functionality, etc.) for standalone smoke detectors which are not tied in (hard wired) as part of a Fire Alarm System.</p> <p>Contractor shall provide for Freeze Protection Services as required to prevent damage to the Systems. A Freeze Protection Plan shall be submitted per Section F.</p> <p>Testing which results in any discharge of water shall be controlled to the extent possible by containing the discharge (by hoses or other approved means) and routing to the nearest catch basin as/if available. The Contractor shall not discharge water onto pedestrian / vehicle passageways (sidewalks, paved or concrete surfaces) when weather conditions are expected to be conducive to freezing within 48 hours.</p>	<p>Backflow prevention devices associated with the fire protection systems are certified in accordance with UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>As required by NAVFAC safety and health regulations, the following special procedures and controls are required for maintenance on chemical and/or gaseous extinguishing systems:</p> <ol style="list-style-type: none"> 1) Schedule maintenance in non-work periods whenever possible. 2) Include an emergency air pack as part of Contractor personal protective equipment. 3) Do not commence work until a Government Representative has notified any personnel in areas serviced by the system that system maintenance will be performed. The Government Representative will request personnel to leave the areas and will remain on site, outside the work area during work performance. <p>In addition to OEM and the UFC 3-601-02, the contractor shall perform maintenance of chemical and gaseous extinguishing systems in accordance with NAVFAC safety and health regulations identified above.</p> <p>The KO may request a report at any time and the Contractor shall provide the detailed report within 24 hours.</p> <p>In addition to the maintenance and inspection tags identified in Spec Item 3.3, maintenance and inspection cards shall be attached directly to gages to document testing/replacement and to strainers to document cleaning. Labels or maintenance and inspection cards shall also be attached to</p>	

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			<p>storage cylinders to document replacement or hydrostatic testing. Annual System Inspection and Certification Requirement Tags shall be provided and installed on each required suppression system.</p> <p>CNRSE Regional Dispatch Center Contractor shall coordinate with the CNRSE "NERMS Alarm Administrator" as to receipt of the Daily Regional Dispatch Center (RDC) Fire Alarm Reports and provide a weekly response / status to all listed Alarms Types (Troubles, Faults, etc.) including tracking and response back for those fire alarm systems placed in an approved "outage" for Government directed renovations / modifications, etc. Further, the contractor shall coordinate with and provide the CNRSE "NERSM Alarm Administrator" with a full listing of all certified Fire Alarm Technicians as to acquire a PIN with approved and cataloged "PIN" number for - coordination of alarms, taking an alarm out for service and required testing.</p>	
3.4.2	HVAC and Refrigeration Systems	The Contractor shall maintain HVAC and refrigeration systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<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, state, and local environmental regulations</p> <p>Reduction in energy consumption and energy savings is the responsibility of the contractor. The Contractor shall evaluate the operation of the buildings HVAC system and control</p>	<p>Maintenance is 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>Facilities, systems, and equipment are in an operable condition and function properly in accordance with specified standards.</p>

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			<p>system and implement ECMs that will reduce energy consumption. The Tracer Summit Control System shall be utilized for energy savings strategies through scheduling, optimal start/stop, temperature reset, critical zone reset, chiller plant optimization and continuous controls commissioning. Performance trends and reports will be provided to the customer to document these actions.</p> <p>The Contractor shall set up critical alarms in the Tracer Summit Control automation system for notification of a problem on the HVAC systems.</p> <p>The contractor shall provide qualified personnel on duty 24/7 to receive these critical notifications.</p> <p>Critical alarms shall be responded to with 60 minutes of the Tracer Summit System notification or notification of the alarm outage by Government personnel.</p> <p>Tracer Summit Control alarm activity reports shall be generated and submitted per Section F.</p>	<p>Contractor’s service processes to meet or exceed ASHRAE 180-2008 standard practices for inspection and maintenance.</p> <p>Mission Critical Systems are operable 24 hours, seven days per week.</p> <p>HVAC and refrigeration systems are in compliance with environmental regulations.</p> <p>Tracer Summit Control alarm activity are generated and submitted per Section F.</p>
3.4.2.1	HVAC and Refrigeration Systems Maintenance	The Contractor shall maintain HVAC and refrigeration systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>Temperature setting for HVAC and refrigeration systems shall be maintained as specified in J-1502000-13.</p> <p>Facilities, systems, and equipment shall be in operable condition and function properly in accordance with specified standards. Contractor shall service HVAC systems to meet or exceed ASHRAE 180-2008 standard practices for inspection and maintenance.</p> <p>The Contractor shall not vent or</p>	<p>HVAC and refrigeration systems are maintained at the required temperature.</p> <p>Facilities, systems, and equipment are in an operable condition and function properly in accordance with specified standards. Contractor’s service processes to meet or exceed ASHRAE 180-2008 standard practices for inspection and</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>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, state, and local environmental regulations.</p> <p><u>Temporary HVAC Requirement for Critical Facilities:</u> The contractor shall insure provision of temporary HVAC services for the critical facilities should a permanent system fail or otherwise not meet the requirements of providing for required heating and / or cooling for supported building operations. This include provision of a temporary chiller / temporary AC Units, etc should an existing HVAC component become inoperable in one of the buildings covered under this section and there is no other form of backup existing.</p> <p>At no additional cost to the Government, temporary HVAC will be provided by the contractor and installed within 24 hours of need. The temporary HVAC will be left in place until the existing system repairs have been completed by the contractor.</p> <p>All setup, transportation, electrical and installation of Temporary HVAC is to be provided by the contractor.</p> <p>If system failures are related to other HVAC components of which the provision of a temporary unit is insufficient or not economical to restoring system operations, the contractor shall make</p>	<p>maintenance.</p> <p>HVAC and refrigeration systems are in compliance with environmental regulations.</p> <p>Mission Critical Systems are operable 24 hours, seven days per week.</p> <p>Each of the facility with HVAC systems listed is evaluated for optimum performance and energy savings.</p> <p>Accepted enhancements system performance enhancements to scheduling, sequence of operation and other adjustments will be made within the IMP requirements.</p> <p>Quarterly building performance reports are provided for each facility that has the Tracer Summit DDC Controls.</p> <p>Temporary HVAC will be provided and installed within 24 hours of need.</p>

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			<p>provisions for the supply of full temporary HVAC support to the facility or area of immediate criticality; i.e. server rooms, etc. These provisions shall be coordinated through the KO for approval and installed within 24 hours of the initial system outage.</p> <p>The IMP Limit of Liability does not apply to the temporary HVAC requirement. All costs shall be part of the Recurring Work.</p> <p><u>System Reliability Evaluation</u> Contractor is responsible for conducting critical system audits to identify potential failure points of the most vital systems. The Contractor will use the DDC System’s analytic software to predict and prevent deteriorating HVAC performance. This assessment information will be provided to the customer on an annual basis with a plan for mitigation of the risks with recommended system / component replacements.</p> <p><u>UV Lights</u> UV lamps shall be changed annually with 2 year service life luminaries that degrade no more than 20% during the service life. Spent lamps shall be replenished with used lamps whenever found not operational during any other AHU PM. Provide UVC lamps of the very high output, HVAC type. The lamps shall be hot cathode, T5 (15mm) diameter, and medium pin type. They shall produce 95% of their energy at 254 nm and be capable of producing the specified output at airflow velocities to 1000 fpm at temperatures of 35 - 170° F. UVC lamps shall produce no ozone or other secondary</p>	

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			<p>contamination. The UVC fixture shall have a high efficiency electronic power source of 115/1/60 and shall be UL listed to comply with UL Standard 1995.</p> <p><u>Direct Digital Controls (DDC)</u> The Contractor shall perform semi-annual PM and calibration of all control devices and sensors by OEM certified technicians. The Contractor shall place each control device in every mode of operation and verify proper operation and sequencing of all fans, drives, dampers, valves, and devices.</p> <p>The Contractor shall perform monthly backups for all DDC control panels and workstations by OEM certified technicians.</p> <p>The Contractor shall provide 16 hours of system training per quarter and quarterly software and firmware updates from OEM manufacturers.</p> <p>The Contractor shall replace all defective sensors within fourteen (14) calendar days of discovery or notification by DDC operator.</p>	
3.4.2.2	HVAC Seasonal Start-Up and Shutdown (As required)	The Contractor shall perform seasonal start-up and shutdown to ensure HVAC systems are prepared and activated at the start of each season and deactivated and preserved at the end of each season.	<p>The Contractor shall perform start-up and shutdown for HVAC systems as directed by the KO.</p> <p>After KO authorization, start up or shut down procedures will begin and continue until completed. Work will be complete within three days for individual buildings and one week for an entire station following authorization. Includes inspection at start up to ensure proper operation.</p> <p>Shutdown shall include securing and winterizing the air</p>	Seasonal start-up and shutdown work completed for individual buildings within three business days of notification.

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			<p>conditioning system and activating steam, electric, or gas heating system and resetting all thermostats as required.</p> <p>Start-up shall include activating the air conditioning system and securing and preserving all boilers and heating coils or heat exchangers and resetting all thermostats as required.</p> <p>The Contractor shall repeat start-up and shutdown of each designated HVAC system as required by the KO.</p>	
3.4.2.3	HVAC Water Treatment Services	The Contractor shall provide and implement a HVAC Water Testing and Treatment Program to ensure optimum equipment operation and to maximize useful life.	<p>The Contractor shall develop a HVAC Water Testing and Treatment Program for water-cooled chillers and cooling towers per equipment manufacturer's specifications and ASHRAE standards for applicable equipment.</p> <p>The Contractor shall submit the HVAC Water Testing and Treatment Program per Section F.</p> <p>The Contractor shall submit HVAC water treatment test report per Section F.</p>	<p>Sampling and testing is accomplished per the Contractor's approved program and schedule.</p> <p>Test results confirm that cooling or chilled water meets the chemical residual limits per the Contractor's HVAC Water Testing and Treatment Program.</p>
3.3.2.4	Condenser Tube Inspection	The Contractor shall conduct condenser tube inspections to ensure tubes are clear and water treatment program is effective.	<p>The Contractor shall coordinate condenser tube inspections with the KO.</p> <p>The KO will designate one condenser per month to be inspected for scaling or corrosion of heat transfer tubes to determine effectiveness of water treatment program.</p> <p>The KO will attempt to notify the Contractor of date and time five days prior to the inspection.</p> <p>The Contractor will arrange for system to be shut down when the load of the system is</p>	Condenser tube inspections are accomplished per the Contractor's program and schedule.

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			minimal which may be outside normal working hours. The Contractor shall remove heads from condensers for inspection of the tubes. If buildup of scale is in excess of 0.01 inch, the tubes shall be cleaned.	
3.4.2.5	Boiler Systems Maintenance	The Contractor shall perform maintenance on boilers and associated equipment to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor personnel working on boilers and associated systems must possess applicable state and local licensing and certification. Boilers are maintained in accordance with UFC 3-430-07 and UFC 3-410-01.	Maintenance is performed in accordance with Contractor's PM program and work schedule. PM is performed in accordance with manufacturers' recommended procedures and OEM standards.
3.4.2.6	Boiler Seasonal Start-Up and Shutdown	The Contractor shall perform seasonal start-up and shutdown to ensure boilers are prepared and activated at the start of each season and deactivated and preserved at the end of each season.	The boilers listed are normally shutdown during the months of April or May, and started up during the months of October or November; However, the length of the season will vary and no adjustment in the contract price will be made regardless of the actual length of the season. The KO will advise the Contractor of the specific date or dates when such services should begin to be accomplished. A Service order will be issued for a repeat start-up and shutdown of each designated boiler as required	Seasonal start-up and shutdown work must be completed within 3 business days of the specified start date for equipment in individual buildings, or within ten days if services are ordered for all systems at the same time.
3.4.2.7	Boiler Water Testing and Treatment Services	The Contractor shall provide and implement a Boiler Water Testing and Treatment Program to ensure optimum equipment operation and to maximize useful life.	The Contractor shall develop a Boiler Water Testing and Treatment Program if the Boiler Water System is independent of the otherwise full HVAC system per equipment manufacturer. The Contractor shall submit the Boiler Water Testing and Treatment Program per Section F. The Contractor shall submit Boiler water treatment test	Sampling and testing is accomplished per the Contractor's program and schedule. Test results confirm that boiler water meets the chemical residual limits specified in by governing regulations.

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			<p>report per Section F.</p> <p>Boiler water shall be maintained within the limits specified applicable OEM guidance.</p> <p>This section is only applicable for Boilers associated directly with the HVAC System.</p> <p>Boilers used for any other independent system, i.e. Hot Water, are excluded from this requirement and contract performance requirements.</p>	
3.4.3	Vertical Transportation Equipment (VTE)	The Contractor shall perform prescriptive maintenance on VTE to ensure safe, reliable operation.	<p>The Contractor shall maintain VTE in accordance with manufacturers' recommended procedures, OEM standards, and NAVFAC MO-118, A17.1, and ASME B20.</p> <p>The Contractor shall notify the facility inhabitants, PAR or COR prior to any type of work on VTEs.</p>	Maintenance of VTE performed in accordance with recommended procedures, OEM standards, and NAVFAC MO-118, A17.1, and ASME B20.
3.5	Inspection, Testing, and Certification Program	The Contractor shall provide 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</p> <p>The Contractor shall submit an inspection, testing, and certification program summary report per Section F.</p> <p>The Contractor shall submit an inspection, testing and certification schedule and a copy of all the equipment certifications per Section F.</p> <p>The Contractor shall submit an inspection, testing and certification schedule and a copy of all the equipment certifications.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during inspection, testing, and</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>

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			<p>certification work up to the respective liability limits per occurrence under the PM program and IMP program in direct material and direct labor cost under Recurring Work portion of the contract.</p> <p>Incidental repairs work performed are not considered a service order.</p>	
3.5.1	Weight Handling Equipment (WHE)	The Contractor shall prepare and operate WHE to support certification.	<p>The Contractor shall comply with all Federal requirements and NAVFAC P-307 to properly test and maintain the WHE.</p> <p>The Contractor shall perform all certification testing in the presence of the Government certifying official. The Contractor shall provide a one month advance notification to the KO when WHE is ready for testing and certification for coordination with the Government provided inspector.</p> <p>The Contractor shall utilize a third party certification for cranes specified in Appendix M of NAVFAC P-307</p> <p>The Contractor shall submit the Certification of Load Test and Condition Inspection Form per Section F.</p> <p>The Contractor shall submit the Crane Condition Inspection Record.</p> <p>The WHE inventory is provided in J-1502000-10.</p>	<p>Testing, inspection, and certification of WHE performed and completed in accordance with the Inspection, Testing, and Certification Program and Schedule.</p> <p>WHE prepared for inspection and certification in accordance with NAVFAC P-307.</p>
3.5.2	Boilers	The Contractor shall clean, prepare, and operate boilers to support certification.	The Contractor shall prepare boilers for testing, inspection, and certification in accordance with the National Board of Boiler and Pressure Vessel Inspectors Code, UFC 3-410-06, and UFC 3-430-07.	Testing, inspection, and certification of boilers 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>The Contractor shall immediately void any boiler inspection safety certificates upon the discovery of a safety deficiency regardless of the expiration date on the certificate. The certificate will again be valid only after the deficiency has been corrected by the Contractor and the boiler has been re-certified.</p> <p>The Contractor shall thoroughly clean and prepare the system boilers for testing and certification.</p> <p>The Contractor shall return boilers to service upon issuance of certification.</p> <p>The Contractor shall refrain from operating a boiler without a valid NAVFAC inspection certificate.</p> <p>The Contractor shall perform all certification testing in the presence of the Government Certified Boiler Inspector.</p> <p>The Contractor shall provide one month advance notification to the KO when boilers is ready for testing and certification for coordination with the Government provided inspector.</p> <p>The Contractor shall assist the Certified Boiler Inspector in performing the testing for certification.</p> <p>The Contractor shall notify the Government when equipment is ready for testing and certification.</p> <p>The Contractor shall maintain files of inspection reports and inspection certificates</p>	<p>Boilers promptly returned to service upon issuance of certification.</p> <p>Boilers are prepared for inspection and certification in accordance with UFC 3-410-06 and UFC 3-430-07.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>The Contractor shall provide files for Government review and inspection when requested.</p> <p>The, boiler inventory is provided in J-1502000-13.</p>	
3.5.3	Vertical Transportation Equipment (VTE)	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 a one month 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>The VTE system inventory including date of the next certification is provided in J-1502000-14.</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 inspection and certification in accordance with NAVFAC MO-118, ASME A17.1, and ASME B20.</p>
3.6	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.	<p>Other recurring services include, but not limited to HVAC seasonal start-up and shutdown, HVAC water testing and treatment services, boilers seasonal start-up and shutdown, boiler water testing and treatment services, grease traps, exhaust hoods and ducts, and lift stations.</p> <p>If Contractor's other recurring services program and work schedule does not meet performance objectives and standards, the contractor shall adjust other recurring services program and work schedule accordingly at no additional cost to the Government.</p> <p>The Contractor shall submit an</p>	<p>Other recurring services are accomplished in accordance with the Contractor's program and work schedule.</p> <p>Services are performed in accordance with manufacturers' recommended procedures and OEM standards.</p>

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			Other Recurring Services Program Summary Report per Section F.	
3.6.1	Grease Traps	The Contractor shall clean designated grease traps and remove and dispose of grease to ensure they function properly.	<p>The Contractor shall clean grease traps and dispose of grease in accordance with environmentally approved procedures.</p> <p>Cleaning shall consist of removing all dirt, debris and grease from all surfaces.</p> <p>The Contractor shall submit a schedule for cleaning and sanitizing designated grease traps within 30 days following award to the KO to validate completeness.</p> <p>The grease trap inventory is provided in J-1502000-15.</p>	<p>Grease traps are cleaned in accordance with Contractor's work schedule.</p> <p>Grease traps are clean and free of grease on baffles, perforated surfaces, and all other removable parts and function to meet the intended purpose.</p>
3.6.2	Exhaust Hoods and Ducts	The Contractor shall service designated exhaust hoods and ducts and associated equipment to ensure they are clean and sanitary.	<p>Work shall include the cleaning of hoods, plenums, fans, fan housing, grease removal devices, weatherproof covers and the full length of ventilating ducts.</p> <p>Cleaning consists of removing all dirt, debris and grease from all surfaces.</p> <p>The Contractor shall submit a schedule to clean designated exhaust hoods and ducts and associated equipment per Section F.</p> <p>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 through 8-4.</p> <p>The exhaust hood and duct inventory is provided in J-1502000-16.</p>	Exhaust hoods and ducts and associated equipment are cleaned and sanitized in accordance with Contractor's work schedule.
3.6.3	Oil Water Separators	The Contractor shall inspect and clean oil water separators to	The Contractor shall inspect and remove all sludge and oil build-up from the oil/water	Oil Water Separators are cleaned in accordance with

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		ensure they function properly.	<p>separators listed in J-1502000-17.</p> <p>All waste shall be removed in accordance with EPA and LDEQ regulations. All waste manifests must be signed by and a copy provided to the Environmental Department. Coordinate all work schedules with the KO and the Environmental Department.</p> <p>The Contractor shall submit a schedule to servicing oil water separators and associated equipment per Section F.</p> <p>All uncontaminated water from the water side of the tank can be discharged to the sewer system and the water tank can be refilled from the base hydrants. Performance under this contract will begin immediately.</p> <p>All Coalescer Packs in the oil/water separators shall be inspected, removed, cleaned, and pressure washed.</p>	<p>Contractor's schedule.</p> <p>Oil Water Separators are clean and free of sludge.</p> <p>Coalescer Packs are inspected, removed, cleaned, and pressure washed.</p>
3.6.4	Lift Stations	The Contractor shall thoroughly clean and flush lift stations to minimize residue buildup on the walls and bottom.	<p>Cleaning of lift stations shall consist of scraping the sides and other areas within the lift station to remove all caked up solids and other debris. The lift stations shall be pressure washed or hosed with enough pressure to clean all solids and debris from the lift station. All water, debris and other matter, caused from the cleaning operation, shall be removed from the lift station. Coordinate all work with the KO and the Public Works Department NAS JRB Maintenance Division.</p> <p>The Contractor shall submit a schedule to servicing lift stations and associated equipment per Section F.</p>	All lift stations at NAS/JRB are cleaned and flushed.

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			See J-1502000-18 for Lift Stations at NAS/JRB New Orleans.	

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.	

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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 custodial services at NOSC Shreveport, LA.
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.

1503010 - Custodial		
Spec Item	Title	Description
2	Management & Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1503010-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the custodial function.
2.3	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 and sightly.	<p>The Contractor's cleaning techniques and products shall protect the integrity of surfaces, finishes and floor coverings.</p> <p>The Contractor shall perform service at frequencies given in J-1503010-03.</p> <p>Site Map of NOSC Shreveport for Custodial Services are shown in J-1503010-04.</p> <p>A Custodial Inventory is provided in J-1503010-05 detailing floor types and surface area and other relevant information.</p> <p>A floor plan of NOSC Shreveport is provided in J-1503010-06.</p>	Facilities are clean and sightly, consistent with the specified frequencies in J-1503010-03.
3.1	Scheduled Services	The Contractor shall provide scheduled custodial services to ensure facilities are clean and sightly.	<p>The Contractor shall develop and submit an Annual Work Schedule and Monthly Work Plan for custodial services per Section F.</p> <p>The schedule shall clearly indicate the day of performance of each service for each building.</p>	<p>Facilities are clean and sightly, consistent with the specified frequencies in J-1503010-03.</p> <p>Work is completed in accordance with 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.	<p>Spaces are clean and sightly consistent with the specified frequencies in J-1503010-03.</p> <p>Furniture and other items moved returned to original position.</p> <p>Clean Rooms are maintained free of dust in accordance with clean room protocols.</p>
3.1.1.1	Emptying Waste Containers	The Contractor shall empty waste containers and ensure they are clean.	The Contractor shall collect and dispose of items placed adjacent to waste containers and marked "TRASH." Waste collection excludes individual items that exceed 20 pounds in weight.	<p>Waste containers are empty and clean.</p> <p>Waterproof liners are provided and replaced when soiled or</p>

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			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.	unserviceable. Services are performed at the specified frequencies.
3.1.1.2	Low Area Cleaning	The Contractor shall provide low area cleaning services to ensure surface areas are clean.	Low area cleaning includes all furniture and fixtures (e.g., partitions, radiators, equipment, hand railings in stairways, grills, ledges, sills, walls, doors, light fixtures, chalk and dry boards and trays, miscellaneous hardware and bright metal work) to a maximum height of 7'-0" above floor level.	Surfaces are clean. Cleaning is performed at the specified frequencies.
3.1.1.3	Interior Window Cleaning	The Contractor shall clean window surfaces and adjacent areas to ensure that surfaces are clean and sightly.	Interior window cleaning shall be scheduled concurrently with exterior window cleaning.	All interior windows are clean and sightly. Cleaning is performed at the specified frequencies.
3.1.1.4	Exterior Window Cleaning	The Contractor shall clean window surfaces and adjacent areas to ensure that surfaces are clean and sightly.	Where storm windows exist, the Contractor shall clean both sides of the storm window and the outside of the inner glass. When screens are present, the Contractor shall remove and clean the screen such that it is free of debris and dust before reinstalling over cleaned windows. Work will not be considered complete until screens are reinstalled. Exterior window cleaning shall be scheduled concurrently with interior window cleaning.	All exterior windows are clean and sightly. Cleaning is performed at the specified frequencies.
3.1.1.5	Window Blinds Cleaning	The Contractor shall clean window blinds to ensure they are clean and available for use in a timely manner.	Contractor shall clean both sides of blinds. Blinds may be removed for cleaning.	Blinds are clean and in the same operational condition as prior to cleaning. If removed for cleaning, blinds are returned to their original location within two working days. Cleaning is performed at the specified

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
				frequencies.
3.1.1.6	Entrance Cleaning	The Contractor shall clean doors and all associated glass of the entrance to ensure doors and glass surfaces are clean and sightly.	Entrances surfaces include but are not limited to doors, associated transoms, and sidelights. When the entry is an atrium entrance the Contractor shall clean both sets of doors and all associated glass. Surfaces shall be free of all dirt and provide a clear, streak-, smudge- and mark-free appearance regardless of height.	Glass surfaces are clean and sightly on both sides and for the full height of the glass. Doors are clean and free of all dirt and marks. Cleaning is performed at the specified frequencies.
3.1.1.7	Interior Glass Surfaces Cleaning	The Contractor shall clean all interior glass to ensure glass surfaces are clean and sightly.	Glass surfaces include but are not limited to interior doors, partitions, and walls.	Glass surfaces are clean and sightly on both sides and for the full height of the glass. Cleaning is performed at the specified frequencies.
3.1.1.8	Drinking Fountains 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 furniture, non-permanent rugs and other floor coverings prior to floor care services. The Contractor shall return furniture, rugs, floor coverings, and other items moved during services to its original position. When caring for raised deck floors, the Contractor shall ensure that all items below the floor are protected from damage. Floor care services shall be performed in a manner that minimizes interference with daily operations. The Contractor shall post warning signs and barricades in areas of floor care operations, as	Floors are clean and sightly consistent with the specified frequencies in J-1503010-03.

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Spec Item	Title	Performance Objective	Related Information	Performance Standard
			appropriate, to ensure personnel safety.	
3.1.2.1	Sweeping and Dust Mopping	The Contractor shall sweep or dust mop uncarpeted floors to ensure floors are free of debris and dust.	The Contractor shall sweep or dust mop uncarpeted floors, including stairwells and elevators.	Floors are free of debris and dust. Services are performed at the specified frequencies.
3.1.2.2	Vacuuming Carpets and Rugs	The Contractor shall vacuum carpets and rugs to ensure they are free of debris and dust.	Contractor shall provide spot cleaning as needed.	Carpets and rugs are free of debris and dust. Services are performed at the specified frequencies.
3.1.2.3	Cleaning Walk-off Mats	The Contractor shall clean the walk-off mats and surfaces below the mats to ensure mats and surfaces are clean.	The Contractor shall return mats to their original locations after cleaning. The Contractor shall notify the KO when walk-off mats are defective, missing, or not serviceable.	Walk-off mats and surfaces below the mats are clean. Services are performed at the specified frequencies.
3.1.2.4	Spray Cleaning and Buffing	The Contractor shall spray clean and buff floors to ensure floors are clean and present a slightly appearance.	The Contractor shall ensure there is no buildup or residue on baseboards, mop boards, cove base, and kick plates. Floor products used shall result in a non-slip finish.	Floors are clean and have a uniform glossy finish. Non-slip floors are clean and have a uniform matte finish. Services are performed at the specified frequencies.
3.1.2.5	Damp Mopping	The Contractor shall damp mop floors to ensure that floors are clean.	The Contractor shall damp mop uncarpeted floors, including stairwells and elevators. Scuff marks, spots, and dried stains shall be removed.	Floors are clean. Hospital, clinic, and galley floors are clean and sanitary. Services are performed at the specified frequencies.
3.1.2.6	Stripping, Coating, and Buffing	The Contractor shall strip, coat and buff floors to ensure that floors are clean and slightly. The Contractor shall coat floors to ensure	The Contractor shall strip, coat, and buff uncarpeted floors, including stairwells and elevators. The Contractor shall ensure there is no buildup or residue on baseboards, mop boards, cove base, and kick plates.	Floors are clean, free of previously applied coat, and have a uniform glossy finish. Floors are properly coated and protected.

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		continuous protection.	The Contractor shall apply sufficient coats of product to protect floors from traffic and use. Floor products used shall result in a non-slip finish.	Non-slip floors are clean and have a uniform matte finish. Services are performed at the specified frequencies.
3.1.2.7	Carpet and Rug Deep Cleaning	The Contractor shall deep clean carpets and rugs to ensure that floors are clean, sightly and available for use in a timely manner.	Acceptable methods for deep cleaning include shampooing, chemical extraction, steam cleaning, and other similar deep cleaning processes.	Carpets and rugs are clean. Carpets and rugs are dry and passable in 12 hours. Services are performed at the specified frequencies.
3.1.3	Restroom, Locker Room, Shower Services	The Contractor shall service restrooms, locker rooms, and showers to ensure they are clean, sanitary, sightly, and stocked with sufficient supplies.	The Contractor shall inform the KO when dispensers, fixtures, and drinking fountains are damaged or missing. The Contractor shall clean locker rooms and showers as part of restroom services.	Restrooms, locker rooms and showers are clean, sanitary, and sightly consistent with the specified frequencies in J-1503010-03. Restrooms, locker rooms and showers are adequately stocked with supplies. Services are performed at the specified frequencies.
3.1.3.1	Restroom, Locker Room and Shower Cleaning	The Contractor shall clean and disinfect restrooms, locker rooms, and showers to ensure they are clean, sanitary, and free of offensive odors.	All cleaning materials and equipment used in restrooms shall not be used in any other areas outside the restrooms, locker rooms and shower. Cleaning materials, including sponges, cloths, brushes, and similar items, used to clean toilets, urinals, floors, and walls shall not be used to clean showers, lavatories and sinks. All floors, walls, partitions, fixtures, mirrors, and shower areas shall be disinfected. All graffiti from surfaces shall be removed.	All restrooms, locker rooms, and showers are clean, sanitary, and free of offensive odors. No graffiti present on surfaces. Cleaning is performed at the specified frequencies.

1503010 - Custodial				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.1.3.2	Restroom, Locker Room and Shower Servicing	The Contractor shall service restrooms, locker rooms, and showers to ensure they are stocked with sufficient supplies and waste containers are emptied.	Supplies include toilet paper, toilet seat protectors, soap, and paper towels. Utilize dispenser where available. Prior to drill weekend, the contractor shall provide enough supplies to last through the weekend. The Contractor shall collect all waste from all restrooms, locker rooms, and showers. All waste shall be moved to designated refuse containers. All waste that is dropped during the waste removal process shall be picked up and properly disposed.	Supplies are filled to capacity and are available. Waste containers are empty, clean, and waterproof liners have been replaced. Services are performed at the specified frequencies.
3.1.4	Building Perimeter Services	The Contractor shall provide building perimeter services to ensure that they are sightly.	The building perimeter is defined as the area within five feet from the building outside wall and shall be extended to include associated porches, patios, sidewalks, and designated smoking areas a.	Building perimeters are sightly consistent with the specified COLS and/or service class.
3.1.4.1	Debris Removal	The Contractor shall remove debris from the building perimeter to ensure a sightly appearance.	The Contractor shall deposit all debris in the designated waste container.	Building perimeters are clear of debris. Services are performed at the specified frequencies.
3.1.4.2	Emptying Perimeter Waste Containers	The Contractor shall empty perimeter waste containers and ensure they are clean.	The Contractor shall empty waste containers, excluding dumpsters, located in the perimeter area. The Contractor shall pick up all waste around the containers. The Contractor shall collect and dispose of items placed adjacent to waste containers. The Contractor shall empty ash urns and refill or replace sand as necessary. All waste that is dropped during the waste removal process shall be picked up and properly disposed. Provide waterproof liners and replace when needed.	Waste containers are empty and clean. Waterproof liners are provided and replaced when soiled or unserviceable. Services are performed at the specified frequencies.

1503010 - Custodial Services				
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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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 NOSC Shreveport, LA and services on an as needed basis at NSA New Orleans, LA; NAS JRB New Orleans, LA; and SPAWARSCENTRAL New Orleans, LA.
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 service to prevent and control the following pests:</p> <p>--Unwanted vegetation and invasive plants --Nuisance, structure damaging, lawn, turf and ornamental, and disease vector and health arthropod and invertebrate pests</p> <ul style="list-style-type: none"> - cockroaches - termites - bees - wasps - ants - fleas - silverfish - stored product pests - mosquitoes - bedbugs <p>--Vertebrate pests</p> <ul style="list-style-type: none"> - mice - rats - bats - feral dogs and cats - other nuisance mammals - pigeons and other nuisance birds <p>The following services are not included in this Sub-Annex:</p> <ul style="list-style-type: none"> • Pest Control services do not 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 the State of Louisiana in the categories required to perform the work specified in this contract. All work performed shall be in accordance with Federal, state, and local laws, and installation regulations. Proof of certification shall be provided per Section F.
2.3	Special Requirements	
2.3.1	Business Licensing	The Contractor shall possess a business license issued by the State of Louisiana to provide pest control services. Proof of local/state licensing shall be provided per Section F.
2.3.2	Permits	The Contractor shall obtain all necessary permits required to perform the work in this contract. Permits include permits required by Federal, state, or local laws and regulations. A copy of any applicable permit shall be provided per Section F
2.3.3	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 per state regulations. Each vehicle shall display applicable state or federal department of transportation or agency placard and other identification markings as required by Federal, state, or local regulations. All vehicles shall be maintained with a clean and orderly appearance, free from pesticide residues or grime buildup. Vehicles shall not be cleaned, washed, or rinsed on Government property.
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</p>

1503020 - Pest Control		
Spec Item	Title	Description
		<p>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> <p>All pesticide dispersal equipment, including bait stations and trays, shall be clearly and plainly marked with "DANGER"..."PESTICIDES", or as required by applicable regulations.</p> <p>Specific equipment requirements relevant to individual Pest Groups are further delineated in the Pest Group Requirements in Section J).</p>
2.3.5	Pesticides	<p>All pesticides must be used in accordance with Federal, State of Louisiana, local laws, and installation regulations, and any requirements identified in Section J attachments. All pesticides shall be procured, processed, handled, and applied in strict accordance with the manufacturer's label. All pesticides shall be registered with the EPA and the (Insert state name(s)) pesticide regulatory agency.</p> <p>The Contractor shall maintain a book of labels and Safety Data Sheets (SDSs) 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 in the US shall be registered with the EPA and applicable state lead agency for the use intended. Planned Pesticide Use Sheets, provided in J-1503020-02, including labels and SDS 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 dispose of any pesticides, pesticide containers, pesticide residue, pesticide rinse water, or any pesticide contaminated articles at an authorized disposal area off-site from the installation.
2.3.7	Spills	The Contractor shall provide adequate protection to persons and property and conduct work in such a manner as to prevent spread of waste and splashing. The Contractor, at no additional cost to the Government, shall immediately clean up all spillage of wastes in the course of the handling operation.
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, if available. If a Government furnished facility is not available, the contractor shall furnish an approved storage 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 SDS.

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Spec Item	Title	Description
2.3.12	Report of Conditions Conducive to Pest Infestation	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 deficiencies to the KO within one business day after citing conditions. Report must be legible and can be done electronically or hand-written.
2.3.13	Pest Control Operation Electronic Reporting Requirements	<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, trouble call, per section F. Refer to the Pest Management Operations Report provided in J-1503020-03 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.saic.com/PestManagementNET/. Contact the regional NAVFAC PPMC to obtain a password and tutorial instructions on how to use the system.</p>
2.4	References and Technical Documents	References and Technical Documents are listed in J-1503020-04.

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring 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 applicable DoD and OPNAV Instructions, and Federal, state, and local regulations..</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-1503020-04 and the Guidance for Contractor Work Plan provided in J-1503020-05. The CWP shall be submitted per Section F.</p>	Pests are controlled to levels and within times specified in the Pest Group Requirements in Section J.
3.1	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 2. The Government may order service orders for any pests identified in pest group sheets in J-1503020-06 thru J-1503020-11. Response times are specific to the pest group sheets.</p> <p>The Contractor shall schedule and perform pest control trouble calls in a way that minimizes disruptions to customers and Government operations.</p> <p>The Contractor shall respond to pest control trouble calls in accordance with the response times stated for each pest group performance standard in Section J.</p> <p>Service orders for each customer are quantified in J-0200000-10 ELINs</p> <p>As part of the service order, the Contractor has full responsibility for any work up to Recurring Work limit of liability of 5 direct labor hours or \$500 in direct material cost per service order. Contractor is responsible for work up to Recurring Work limit of liability for both direct labor and direct material cost per service order. See examples below.</p> <p>Three examples of service orders exceeding the Recurring Work limit of liability:</p> <ol style="list-style-type: none"> 1. If a service order requires 6 direct labor hours and \$500 in direct material cost, the Government may 	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>issue a task order in accordance with the Non-recurring Work portion of the contract for the one direct labor hour that exceeds the Recurring Work limit of liability.</p> <p>2. If a service order requires 5 direct labor hours and \$600 in direct material cost, the Government may issue a task order in accordance with the Non-recurring Work portion of the contract for the \$100 in direct material cost that exceeds the Recurring Work limit of liability.</p> <p>3. If a service order requires 6 direct labor hours and \$600 in direct material cost, the Government may issue a task order in accordance with the Non-recurring Work portion of the contract for the one direct labor hour and \$100 in direct material cost that exceeds the Recurring Work limit of liability.</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, the Government will only pay for the portion of labor and/or material that exceeds the service order limits.</p> <p>The limit of liability for service orders includes only direct material and direct labor. The government will not be responsible for reimbursement of any other associated cost as part of the service order limit of liability.</p> <p>Contractor will receive payments for completed service orders. The contractor will not receive payment on incomplete service orders and service orders not issued. Each option period (including the base period), unused and incomplete service orders will be deleted at the contractor's unit prices identified in the ELINs, J-0200000-10.</p> <p>The Contractor shall survey the area to</p>	

1503020 - Pest Control				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>determine the level of infestation prior to performing treatment.</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>Structural pest control services for termites and other structure damaging pests will be ordered under the Non-Recurring Work portion of the contract as described in Annex 2. Refer to Termite Control Specifications provided in J-1503020 for specific instructions that will be included with each termite control task order.</p> <p>The Contractor shall submit a monthly summary of open and completed service orders per Section F. Service order report format will be provided to the contractor at the start of the contract. Report formats may change any time at no additional cost to the Government.</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.	

1503030 – Integrated Solid Waste Management Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training, and Licensing
2.3	Special Requirements
2.3.1	Weight Tickets (Non-Recyclable)
2.3.2	Permits and Licenses
2.3.3	Vehicles and Equipment
2.4	References and Technical Documents
3	Recurring Work
3.1	Solid Waste Collection
3.1.1	Non-Residential
3.1.1.1	General Waste
3.1.1.3	Biomedical Waste
3.2	Solid Waste Disposal
3.2.1	Non-Recyclable
3.3	Solid Waste Containers
4	Non-Recurring Work

1503030 - Integrated Solid Waste Management		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform refuse collection and disposal at the NAS JRB Base, New Orleans, LA and Naval Operational Support Centers (NOSC) Shreveport, LA.
1.1	Concept of Operations	The intent of 1503030 Integrated Solid Waste Management is to specify the requirements related to the collection and disposal of solid waste materials.

1503030 - Integrated Solid Waste Management		
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	
2.3	Special Requirements	
2.3.1	Weight Tickets (Non-Recyclable)	Individual weight tickets denoting the date, type of truck or container, and tonnage disposed shall be submitted per Section F with the Contractor's monthly invoice. The Contractor shall also provide the total tabulated tonnage disposed during the month.
2.3.2	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.
2.3.3	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. Vehicles and equipment are clean, have minimal foul odors, and are maintained in normal working condition. The Contractor shall not clean vehicles and equipment on Government property.
2.4	References and Technical Documents	References and Technical Documents are listed in J-1503030-02.

1503030 - Integrated Solid Waste Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall provide refuse collection, and disposal services to ensure refuse are properly collected and disposed.		Refuse is properly collected and disposed in accordance with J-1503030-03. Pickups are scheduled at the minimum number that will prevent waste container overflow.
3.1	Solid Waste Collection	The Contractor shall provide collection of commercial and industrial solid wastes to ensure refuse is properly collected.	The Contractor shall develop and submit a schedule in accordance with J-1503030-03. The Contractor shall submit changes to the solid waste collection schedule in writing to the KO for approval. If the scheduled collection day falls on an observed holiday, pickup shall be on the following work day. The Contractor shall collect and dispose of any spillage. Descriptions and locations of waste containers are shown in J-1503030-03.	Commercial and industrial solid wastes are collected per the Contractor's schedule. Waste collection areas are free of waste following collection operations.
3.1.1	Non-Residential	The Contractor shall remove non-residential waste from containers to ensure refuse are properly collected.	The Contractor shall return each waste container to its original location.	Non-residential waste is removed from waste collection areas per the Contractor's schedule.
3.1.1.1	General Waste	The Contractor shall remove general waste from containers to ensure refuse is properly collected.		General waste is removed from waste collection areas per the Contractor's schedule. Containers are returned to an upright position and lids are secured.
3.1.1.2	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.	Bulky waste is removed from waste collection areas per the Contractor's schedule.
3.1.1.3	Biomedical Waste	The Contractor shall remove biomedical	Descriptions and locations of biomedical waste containers	Biomedical waste is removed from waste

1503030 - Integrated Solid Waste Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
		waste to ensure it is properly collected.	are shown in J-1503030-03. Biomedical waste is collected per Environmental Protection Agency (EPA) guidelines and the BUMED Instruction 6280.1B.	collection areas per the Contractor's schedule Biomedical waste is collected in accordance with EPA guidelines and the BUMED Instruction 6280.1B. No biomedical waste is spilled during collection.
3.2	Solid Waste Disposal	The Contractor shall dispose of residential, commercial, and industrial solid waste to ensure compliance with all applicable local, state, and federal laws and regulations.	All fees associated with disposal shall be paid by the Contractor. Open burning is prohibited and is not an authorized means of solid waste disposal. The Contractor shall collect and dispose of any spillage.	Solid waste disposal complies with all applicable local, state, and federal laws and regulations.
3.2.1	Non-Recyclable	The Contractor shall dispose of non-recyclable solid waste to ensure compliance with all applicable local, state, and federal laws and regulations.		Solid waste disposal complies with all applicable local, state, and federal laws and regulations.
3.2.2	Biomedical Waste Collection and Disposal	The Contractor shall dispose of biomedical waste to ensure compliance with all applicable local, state, and federal laws and regulations.	Biomedical waste is properly disposed of per Environmental Protection Agency guidelines and the BUMED Instruction 6280.1B.	Biomedical waste is disposed of in accordance with EPA guidelines and the BUMED Instruction 6280.1B. No biomedical waste is spilled during disposal.
3.3	Solid Waste Containers	The Contractor shall provide containers suitable for the collection and disposal of solid waste.	The Contractor shall submit recommended changes to the size and location of solid waste containers in writing to the KO for approval. The Contractor's name and phone number shall be prominently displayed on each container. All doors, lids, hinges, rollers, breaking devices, and other moving parts shall be maintained to keep containers	All containers are of standard commercial-industrial grade and are clean, have minimal foul odors, and maintained in normal working condition. All containers are suitable for the collection and disposal of refuse. Containers do not leak.

1503030 - Integrated Solid Waste Management				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>in normal working condition. Bent, damaged, leaking, rusting, and unsightly containers shall be repaired or replaced in a timely manner.</p> <p>Containers shall be specifically designed for food waste and shall be leak-proof and rust-proof.</p> <p>The Contractor shall not clean containers on Government property.</p> <p>Containers shall be placed in waste collection areas as shown in J-1503030-03.</p>	

1503030 - Integrated Solid Waste 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.	

1503040 – Other (Swimming Pools) Table of Content	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certifications and Training
2.3	References and Technical Documents
3	Recurring Work
3.1	Pool Operator Maintenance
3.1.1	Water Treatment
3.1.2	Seasonal Start-up/Shutdown and Off-Season Maintenance
3.2	Operations
3.2.1	Pool Operation
3.2.1.1	Clean Pool Area
4	Non-Recurring Work

1503040 – Other (Swimming Pools)		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to manage, operate, and maintain swimming pools located at NAS JRB New Orleans, LA.
1.1	Concept of Operations	<p>The “Other” sub-function consists of activities that provide other Facility Support-related services not otherwise defined under the Facility Services function. This sub-annex includes the requirements for pool operator maintenance and operations of pools.</p> <p>Maintenance and repair of the installed pool equipment and systems shall be accomplished in sub-annex 1502000, Facility Investment.</p>

1503040 – Other (Swimming Pools)		
Spec Item	Title	Description
2	Management and Administration	
2.1	Personnel	The Contractor shall provide personnel with qualifications, technical knowledge, experience and skills required for efficient operations within the pest control function.
2.1.1	Certifications and Training	(a) 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. The Contractor shall submit proof of all certification and training requirements per Section F.
2.2	References and Technical Documents	References and Technical Documents are listed in J-1503040-01.

1503040 – Other (Swimming Pools)				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall perform pool operator maintenance and operations to ensure proper swimming pool operation during the year.	J-1503040-01 describes the inventory to be operated. Applicable regulations include NAVMED P-5010-4, local and state environmental requirements, Navy safety requirements, and UFC 3-230-02. Repair to facilities and equipment is not included in this specification.	Condition of pools and operations meet requirements for both operational and non-operational periods.
3.1	Pool Operator Maintenance	The Contractor shall maintain and operate assigned facilities and equipment to ensure proper condition and operation.	Pool maintenance services shall be performed so as not to interfere with scheduled aquatic programs or use of the facilities.	Pool facilities and equipment are in proper condition and operation. All repair work is accurately identified and reported for timely accomplishment.
3.1.1	Water Treatment	The Contractor shall maintain and treat pool water and accomplish bacteriological and chemical analyses.	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 and submit water analysis reports per Section F.	Water quality is continuously maintained during periods of pool operation.
3.1.2	Seasonal Start-up/ Shutdown and Off-Season Maintenance	The Contractor shall prepare pool and facilities for operation at the start of the pool season and for closure at the end of the season.	Comply with the minimum start-up/shutdown and off-season maintenance requirements identified in J-1503040-03. The Contractor shall shut down the pools between November and April. The KO will provide the actual closing and opening dates.	Pool and facilities are properly prepared, and pools open and close on schedule. Pool properly secured to withstand off-season weather conditions without deterioration.
3.2	Operations	The Contractor shall safely operate pools.		Pools are clean and safe.
3.2.1	Pool Operation	The Contractor shall operate pools in an optimum manner to ensure service requirements are met.	Pool operating periods are at 10:00 A.M. and stops at 8:00 P.M., seven days per week.	All rules and regulations pertaining to the pool area are posted. Pools and facilities are operational and in proper condition. Events and operational periods occur as scheduled.

1503040 – Other (Swimming Pools)				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3.2.1.1	Clean Pool Area	The Contractor shall clean pool area daily to ensure the pool is ready for use.	Prior to the opening of the pool each day of operation, the pool deck area shall be swept, hosed down, and all trash receptacles emptied.	Pool areas are clean and trash is emptied prior to pool opening.

1503040 – Other (Swimming Pools)				
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.	

1503050 – Grounds Maintenance and Landscaping Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training, and Licensing
2.3	Special Requirements
2.3.1	Work Identification
2.3.2	Working Adjacent to Parking Areas
2.3.3	Access Coordination
2.4	References and Technical Documents
3.1	Improved Grounds
3.1.1	Lawn Care
3.1.1.1	Mowing and Trimming
3.1.1.2	Edging
3.1.2	Vegetation Control
3.1.3	Debris Removal
4	Non-Recurring Work

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 NOSC Shreveport, LA.
1.1	Concept of Operations	<p>The intent of 1503050 Grounds Maintenance and Landscaping is to specify the requirements related to lawn maintenance, vegetation removal, and debris removal within installation grounds parcels designated as improved areas. Services include mowing and trimming, edging, irrigation systems maintenance. 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 1503010, Custodial. • As required for weed control contiguous to buildings, streets, roads and railroad tracks included within this specification, 1503020, Pest Control, is used for the application of herbicides and control of pests in grassed areas, on plants, trees, and shrubs. • Maintenance and repair of irrigation system and components. This is included in 1502000, Facility Investment.

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	Special Requirements	
2.3.1	Work Identification	The Contractor shall identify and recommend Non-Recurring Work as appropriate to the KO.
2.3.2	Working Adjacent to Parking Areas	Work shall be performed with care on grounds adjacent to parking areas so as to prevent damage to parked vehicles.
2.3.3	Access Coordination	The Contractor shall coordinate all access to performance areas such as airfields and firing ranges through the KO. If required, the Contractor shall be in radio contact with the controlling authority during work performance.
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 maintain grounds to ensure a sightly appearance.	<p>Work includes routine, seasonal and cyclic services.</p> <p>Refer to 1503020, Pest Control, for herbicide restrictions, procedures and reporting requirements.</p> <p>The Contractor shall submit MSDS sheets and catalog cut sheets or samples of all proposed fertilizers and mulch per Section F.</p>	Grounds are maintained per the specified requirements listed in J-1503050-03.
3.1	Improved Grounds	The Contractor shall maintain improved grounds to ensure a sightly appearance.	<p>The Contractor shall maintain improved grounds areas.</p> <p>Remove all clippings and trimmings, excluding grass clippings, in a timely manner to promote a neat and healthy appearance.</p> <p>Grass clippings not removed shall promote a neat and healthy appearance.</p> <p>See Site Map in J-1503050-04 for area to be maintained and the inventory grounds maintenance services.</p> <p>Perimeter fence line shall be clear of vegetation and maintained in accordance with the Anti-Terrorism Force Protection (ATFP).</p> <p>Fertilize vegetation in a manner that promotes health, growth, color and appearance. Fertilizer shall be applied in accordance with the manufacturer's printed instructions. Fertilizer type shall be determined by the soil analysis tests performed by the Contractor. Provide a copy of the soil analysis test results and the proposed type of fertilizer to be used for acceptance prior to applying fertilizer per Section F.</p>	Appearance of Improved Grounds is consistent with the J-1503050-03.
3.1.1	Lawn Care	The Contactor shall maintain lawns to ensure a sightly appearance.		Lawns are healthy and present a uniform appearance and a rich natural color consistent with the specified requirements in J-1503050-03.
3.1.1.1	Mowing and	The Contractor shall	The acceptable grass heights for	Grass is uniform in

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
	Trimming	maintain lawns to ensure a uniform grass height.	<p>improved grounds work are identified in J-1503050-03. Maximum growth heights are based on the dominant species, exclusive of grass seed heads or pods.</p> <p>Grass adjacent to fencing, poles, walls, valves, trees, signs, statues, valve boxes and other similar objects shall be trimmed to match the height and appearance of surrounding grass.</p> <p>Prior to mowing or trimming, the Contractor shall remove and appropriately dispose of debris that interferes with the mowing or trimming operation.</p>	<p>appearance.</p> <p>Services are performed as listed in J-1503050-03.</p>
3.1.1.2	Edging	The Contractor shall maintain an edged cut to ensure a neat appearance.	Edge where grass meets any concrete or asphalt surface, where grass abuts planter beds, or wherever needed to maintain grass delineation.	<p>Edging is uniform in appearance and vegetation does not encroach on ground structures.</p> <p>Services are performed as specified in J-1503050-03.</p>
3.1.2	Vegetation Control	The Contractor shall control undesired vegetation to ensure areas are free of undesired vegetation.	<p>Remove unwanted vegetation from fence lines, fence fabric, brick walls, sidewalks, curbs, gutters, aggregate areas and paved surfaces including parking lots.</p> <p>Refer to 1503020, Pest Control, for herbicide restrictions, procedures and reporting requirements.</p> <p>The Contractor shall develop and submit a schedule for the control of undesired vegetation per Section F.</p>	<p>Areas are maintained clear of undesired vegetation per the Contractor's schedule.</p> <p>Services are performed as specified in J-1503050-03.</p>
3.1.3	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 including seasonal debris, fruit, seed pods, dry brush throughout improved grounds areas.</p> <p>Fallen leaves and other seasonal debris shall be removed as necessary to present an overall neat appearance. Increased attention shall be provided seasonally to ensure no build-up of natural debris.</p> <p>The Contractor shall develop and</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> <p>Services are performed as specified in J-1503050-03.</p>

1503050 - Grounds Maintenance and Landscaping				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>submit a schedule for debris removal per Section F.</p> <p>Informational Notes. The Government has found that on previous contracts a frequency of weekly to twice weekly has maintained services at an acceptable level.</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 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.	

1503060 – Pavement Clearance Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management And Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.3	References and Technical Documents
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 NAS JRB, New Orleans, LA.
1.1	Concept of Operations	The intent of 1503060 Pavement Clearance is to specify the requirements related to pavement sweeping operations via Non-recurring work.

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.

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.	

1602000 – Electrical Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.3	Special Requirements
2.3.1	Safety
2.4	References and Technical Documents
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 repair the electrical transmission systems and distribution systems located at NAS JRB New Orleans, LA.
1.1	Concept of Operations	The intent of 1602000 Electrical is to provide the capability of repairing electrical power transmission and distribution systems via Non-recurring work task orders. All sources for generating electrical power for utilities may be included for repairs e.g., boilers, wind, solar, gas, etc.

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 repair the electrical power generation and transmission and distribution systems.
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 of 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
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.	

1603000 Natural Gas - Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.3	References and Technical Documents
4	Non-Recurring Work

1603000 – Natural Gas		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to repair the natural gas generation plant and distribution system located at NAS JRB New Orleans, LA.
1.1	Concept of Operations	The intent of 1603000 Natural Gas is to provide the capability of repairing for the natural gas distribution system via Non-recurring work task orders.

1603000 – Natural Gas		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-1603000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the natural gas generation plant and distribution system function.
2.2.1	Certification, Training and Licensing	Natural gas generation plant operators shall comply with ASME and EPA certification guidance. The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required to efficiently repair the Gas Distribution System.
2.3	References and Technical Documents	References and Technical Documents are listed in J-1603000-02.

1603000 – Natural Gas				
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.	

1604000 - Wastewater Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.3	References and Technical Documents
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 repair Wastewater Treatment Plants and Collection Systems located at NAS JRB New Orleans, LA.
1.1	Concept of Operations	The intent of 1604000 Wastewater is to provide the capability of repairing for the Wastewater utilities via Non-recurring work task orders.

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 repair Wastewater Treatment Plants and Collection System.
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
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.	

1606000 – Water Table of Contents	
Spec Item	Title
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training, and Licensing
2.3	References and Technical Documents
4	Non-Recurring Work

1606000 - Water		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to repair the Navy-owned Raw water supply, water treatment plant and distribution system located at NAS JRB New Orleans, LA.
1.1	Concept of Operations	The intent of 1606000 Water is to provide the capability of repairing for the raw water supply, water treatment plant, and distribution systems.

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 repair the Raw Water Supply, Water Treatment Plant and Distribution System.
2.3	References and Technical Documents	References and Technical Documents are listed in J-1606000-02.

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.	