

SOLICITATION, OFFER AND AWARD				1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING		PAGE 1 OF 120 PAGES			
2. CONTRACT NO.		3. SOLICITATION NO. N4008520R3708		4. TYPE OF SOLICITATION [] SEALED BID (IFB) [X] NEGOTIATED (RFP)		5. DATE ISSUED 13 Mar 2020		6. REQUISITION/PURCHASE NO.			
7. ISSUED BY NAVFAC MID ATLANTIC PWD PHILADELPHIA 4921 S. BROAD STREET BLDG 1, 2ND FLOOR PHILADELPHIA PA 19112 TEL: FAX: 215-897-6932				CODE N40085		8. ADDRESS OFFER TO (If other than Item 7) See Item 7 TEL: FAX:					
NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".											
SOLICITATION											
9. Sealed offers in original and <u>1</u> copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in <u>4921 S. Broad St., Building 1</u> until <u>02:00 PM</u> local time <u>08 May 2020</u> (Hour) (Date)											
CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.											
10. FOR INFORMATION CALL:		A. NAME CARMEN M. NAPOLI		B. TELEPHONE (Include area code) (NO COLLECT CALLS) 215-897-3586		C. E-MAIL ADDRESS carmen.napoli@navy.mil					
11. TABLE OF CONTENTS											
(X)	SEC.	DESCRIPTION		PAGE(S)	(X)	SEC.	DESCRIPTION		PAGE(S)		
PART I - THE SCHEDULE					PART II - CONTRACT CLAUSES						
X	A	SOLICITATION/ CONTRACT FORM		1	X	I	CONTRACT CLAUSES		65 - 69		
X	B	SUPPLIES OR SERVICES AND PRICES/ COSTS		2 - 9	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS						
X	C	DESCRIPTION/ SPECS/ WORK STATEMENT		10 - 51	X	J	LIST OF ATTACHMENTS		70 - 107		
	D	PACKAGING AND MARKING			PART IV - REPRESENTATIONS AND INSTRUCTIONS						
X	E	INSPECTION AND ACCEPTANCE		52 - 54	X	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS		108		
X	F	DELIVERIES OR PERFORMANCE		55 - 62							
X	G	CONTRACT ADMINISTRATION DATA		63	X	L	INSTRS., CONDS., AND NOTICES TO OFFERORS		109 - 114		
X	H	SPECIAL CONTRACT REQUIREMENTS		64	X	M	EVALUATION FACTORS FOR AWARD		115 - 120		
OFFER (Must be fully completed by offeror)											
NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.											
12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.											
13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)											
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):				AMENDMENT NO.		DATE		AMENDMENT NO.		DATE	
15A. NAME AND ADDRESS OF OFFEROR		CODE		FACILITY		16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)					
15B. TELEPHONE NO (Include area code)		<input type="checkbox"/>		15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.				17. SIGNATURE		18. OFFER DATE	
AWARD (To be completed by Government)											
19. ACCEPTED AS TO ITEMS NUMBERED				20. AMOUNT		21. ACCOUNTING AND APPROPRIATION					
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c)() <input type="checkbox"/> 41 U.S.C. 253(c)()						23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)		ITEM			
24. ADMINISTERED BY (If other than Item 7)				CODE		25. PAYMENT WILL BE MADE BY CODE					
26. NAME OF CONTRACTING OFFICER (Type or print) TEL: EMAIL:						27. UNITED STATES OF AMERICA (Signature of Contracting Officer)		28. AWARD DATE			
IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.											

Section B - Supplies or Services and Prices

GENERAL INFORMATION

B.1 Contract Title

Storm Drain Maintenance and Repair Service Contract at the Philadelphia Naval Business Center and Naval Support Activity (NSA) – Philadelphia, Pennsylvania.

B.2 Type of Contract

This is a Firm Fixed-Price contract (Combination Recurring/Non-Recurring) type contract as noted in Section L, Instructions, Conditions and Notice to Bidders.

B.3 Minimum Guarantee

The Recurring portion of the base year only is the minimum guarantee for this contract.

B.4 Set-Aside

This procurement is being offered for competition to 100% SBA Certified Small Business contractors ONLY. Refer to Section I, FAR Clause 52.219-6, Notice of Total Small Business Set-Aside.

B.5 NAICS Code

The NAICS Code assigned to this procurement is 262998 with a small business size standard of \$8,000,000.00. Refer to On-Line Representations and Certifications Applications (ORCA) via <https://www.sam.gov/portal/public/SAM/> (FAR 52.219-1 – Small Business Program Representations (OCT 2014)).

B.6 Wage Determination (Service)/Davis Bacon Act (Construction):

Service Contract Act wages are included in this solicitation. Refer to J-0200000-02, Wage Determination.

B.7 Bid Guarantee/Bonding Requirements

NOT REQUIRED for this procurement.

B.8 Contract Term

This contract contains provisions for a Base Period with four (4) Option Periods. The Government has the option to extend the term of the contract in accordance with Section I, Contract Clauses, 52.217-9, Option to Extend the Term of the Contract (Mar 2000). In the option periods, the Government will adjust the prices, if applicable, based on the new Department of Labor Wage Determination.

B.9 Period of Performance

The period of performance will be determined at the time of award.

B.10 Evaluation of Proposal

Offeror shall submit a lump sum price for Section B, CLINs 001 through 0010. In addition, offeror shall submit corresponding unit prices located in Section J Attachment J-0200000-07, Exhibits A through E. The Government will evaluate the option years for award as indicated in Section M per FAR 52.217-5, Evaluation of Options (July 1990)

The number of proposals to be evaluated for technical acceptability may be limited to the five lowest priced offers at the discretion of the contracting officer. If the number of proposals to be evaluated is limited, technical proposals shall be provided to the evaluator(s) without any identification of prices or any rank order of prices. If no proposals are found to be technically acceptable within the first group of proposals, then the process described will be conducted again as many times as necessary, until such time as the Government identifies a technically acceptable proposal. The source selection method must be incorporated in the request for proposal. If the contracting officer later determines that discussions are necessary, the procedures in FAR 15.306 shall be followed.

NOTE: Offerors MUST be evaluated as technically ACCEPTABLE under factors 1, 2, 3 and 4 in order to be considered technically acceptable overall.

B.11 Contract Line Items and Contract Exhibit Line Items

- a. Offeror shall enter unit prices and amounts for Contract Line Items (CLINs) and Contract Exhibit Line Items (ELINs) as indicated in the schedules and accompanying attachments/exhibits.
- b. In the event there is a difference between a unit price and the extended total amount, the unit price will be held to be the intended bid and the total of the CLIN and ELIN will be recomputed accordingly. The CLIN which includes recomputed ELINs will also be recomputed to take into account the change in the contract ELINs. If the offeror provide a total amount for an CLIN or ELIN, but fails to enter the unit price, the total amount divided by the CLIN or ELIN quantity will be held to be the intended unit price.
- c. The Schedule of Recurring Work (CLIN 0001, 0003, 0005, 0007 and 0009) and the Schedule of Non-Recurring Work (CLIN 0002, 0004, 0006, 0008 and 0010) will be used as the basis for deductions in accordance with FAR Clause 52.246-4, Inspection of Services – Fixed Price, refer to Section E.

B.12 Unit Price Adjustment in Option Periods

This contract incorporates the Service Contract Act (SCA). The SCA Wage Determination incorporated in Section J is for the Base Year performance period only. The latest Wage Determination available at the time for each option exercised will be incorporated into the contract and the unit prices will be adjusted in accordance with FAR Clauses 52.222-43, Fair Labor Standards Act and Service Contract Labor Standards – Price Adjustment (Multiple Year and Option Contracts) (AUG 2018). The contractor warrants, by submission of his proposal that the price does not include any contingency for future wage increases.

B.13 Non-Recurring Individual Contract Line Item Quantities

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

B.14 Unit Prices for Labor

- a. A portion of the work included in the scope of this contract cannot be identified in advance in sufficient detail to be as a Unit Price Task in this contract. Labor for this work will be ordered and paid for based on unit prices for labor proposed by the Contractor listed in the Schedule of Indefinite Quantity work.
- b. Estimated hours in the Schedule are a forecast of future requirements. These estimated hours are for performing "Indefinite Quantity Work" accomplished in the time period shown.
- c. The Contractor shall enter, in the unit price bid space, the unit price for performing composite labor. The composite labor price shall include all direct and indirect costs associated with performing an hour of work. The composite labor price should be the Contractor's hourly craft wage adjusted to allow for the bidders work force productivity (i.e., the Contractor's estimate of how its' work force will perform in relation to the Means Facilities Cost Data and/or the Engineered Performance Standards). The Composite Labor Rate shall include all costs for preparation of the cost proposal, job preparation, travel, pre-expended bin materials and supplies, ordering and stockpiling job material, additional material handling, items of equipment necessary to perform work (i.e. bucket truck, lifting equipment, staging, etc.), equipment set up time, lift time, craft delay allowance, profit, tools, equipment, field and home office overhead, clerical support, supervision, inspection, fees, taxes, licenses, bonds, permits, insurance, etc.

B.15 Period of Performance – Less than One Year

Proposals shall be submitted for the performance of work for a period of one year. The contractor is cautioned to recognize that the initial term of the contract may be for a period of less than one year in accordance with the "PERFORMANCE PERIOD OF CONTRACT" clause in section F. In the event that the period of performance is less than one year, the Government will reduce the individual line item quantities to reflect work remaining in the contract term and no other adjustments to the pro-rated contract price will be made.

B.16 Government Purchase Card

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

- 1) by the issuing activity using a DD Form 1155 "Order for Supplies and Services"
- 2) or by authorized Government user via a Government Purchase Card (GPC).

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

B.17 Contractor Support of Electronics Facilities Support Contracting (e-FSC)

This procurement allows for the use of DoD FEDMALL (formerly DoD EMALL) for issuing orders. Refer to Section H, Special Contract Requirement.

B.18 Request for Proposal (RFP) Information/Clarification Questions

Offerors are required to review the entire solicitation package before submitting questions. All questions must be submitted **10 days after site visit is conducted**, by email to carmen.napoli@navy.mil. This is the most efficient way to ensure all questions are answered in a timely manner.

B.19 Solicitation

This solicitation includes a Performance Work Statement (PWS) developed by using NAVFAC performance-based specifications. The PWS consists of Annexes 1, 2 and 15. The contractor will be required to meet the specification in these Annexes described in Section C.

B.20 Notice to Offeror

Offeror are required to submit both Section B, Bid Schedule and Section J, Exhibit Line Items (ELINs) with their proposals. The total of the CLIN in Section B – Bid Schedule is equal to the sum of the ELINs in Section J as shown below:

CLINs	ELINs
0001	A001 through A004
0002	A700 through A709
0003	B001 through B004
0004	B700 through B709
0005	C001 through C004
0006	C700 through C709
0007	D001 through D004
0008	D700 through D709
0009	E001 through E004
0010	E700 through E709

B.21 Submitting your Proposal

Proposals may be submitted either electronically or hand carried, which includes FedEx, UPS, or any other commercial carrier to:

**NAVFAC Mid-Atlantic
PWD Pennsylvania
Attn: Carmen Napoli
4921 S. Broad Street
Philadelphia, PA 19112**

A site visit will be held on 14 April 2020 at 8:00 AM EST time; however; the site visit is NOT mandatory for contract award but is encouraged. If the offeror attends the site visit, it will be at your own expense. The Government will not compensate or be responsible for any associated costs of the optional site visit. **In order to attend the site visit, individuals must submit SECNAV Form 5512-1, Department of the Navy Local Population ID Card/Base Access pass Registration by 20 March 2020.** The point of contact for attending will be Jason Alfaro at jason.alfaro1@navy.mil or 215-897-3011. Contractors will meet in the parking lot at 4921 S. Broad Street, Building 1, Philadelphia, PA.

NOTE: The site visit log will NOT be made available to contractors nor will it be posted onto the FBO Websites.

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0001	Base Year: Recurring FFP Storm Drain Maintenance and Repair Services ELIN A001-A004 FOB: Destination PSC CD: S299	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0002	Base Year: Non-Recurring FFP Storm Drain Maintenance and Repair Services ELIN A700-A709 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0003 OPTION	Option Year 1: Recurring FFP Storm Drain Maintenance and Repair Services ELIN B001-B004 FOB: Destination PSC CD: S299	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0004 OPTION	Option Year 1: Non-Recurring FFP Storm Drain Maintenance and Repair Services ELIN B700-B709 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY UNDEFINED	UNIT	UNIT PRICE	MAX AMOUNT
0005 OPTION	Option Year 2: Recurring FFP Storm Drain Maintenance and Repair Services ELIN C001-C004 FOB: Destination		Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY UNDEFINED	UNIT	UNIT PRICE	MAX AMOUNT
0006 OPTION	Option Year 2: Non-Recurring FFP Storm Drain Maintenance and Repair Services ELIN C700-C709 FOB: Destination		Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0007 OPTION	Option Year 3: Recurring FFP Storm Drain Maintenance and Repair Services ELIN D001-D004 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0008 OPTION	Option Year 3: Non-Recurring FFP Storm Drain Maintenance and Repair Services ELIN D700-D709 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0009 OPTION	Option Year 4: Recurring FFP Storm Drain Maintenance and Repair Services ELIN E001-E004 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

ITEM NO	SUPPLIES/SERVICES	MAX QUANTITY	UNIT	UNIT PRICE	MAX AMOUNT
0010 OPTION	Option Year 4: Non-Recurring FFP Storm Drain Maintenance and Repair Services ELIN E700-E709 FOB: Destination	UNDEFINED	Each		

MAX
NET AMT

Section C - Descriptions and Specifications

ANNEXES 1, 2 AND 15

0100000 – General Information	
Spec Item	Title
1	General Information
1.1	Outline of Services
1.2	Project Location
1.3	Acquisition of Additional Work
1.4	Background Information
1.5	Verification of Workload and Conditions
1.6	Climate Patterns
1.7	Related Information
1.8	Navy Approach to Service Contracting
1.8.1	Partnering Philosophy
1.8.2	Contractor's Knowledge
1.8.3	Industry Best Practices
1.9	Standard Template
1.10	Navy PBSA Approach
1.11	Technical Proposal Certification

0100000 – General Information		
Spec Item	Title	Description
1	General Information	
1.1	Outline of Services	<p>Except where otherwise stated, the Contractor shall furnish all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide the services outlined below and described in this Performance Work Statement (PWS) at the Naval Support Activity – Philadelphia, 700 Robbins Avenue, Philadelphia, PA 19111 and the Philadelphia Naval Business Center, Philadelphia, PA 19112. This procurement is for a Fixed-Firm Price contract type, performance-based contract that is comprised of both Recurring Work and Non-Recurring Work Items for Storm and Sanitary Sewer Collection System Services.</p> <p>The PWS is organized into annexes. Annex 1 is "General Information". Annex 2 contains the on-site project management and administration requirements. Annexes 3 through 18 contain the technical requirements. The annex numbers are identified as 1 through 18 in the description column, but the full-expanded annex numbers include seven digits (e.g., Annex 1 expanded number is 0100000 as shown in the header row at the top of this page). N/A indicates that the annex is not applicable.</p> <p>Annex 1 General Information Annex 2 Management and Administration Annex 3 Command and Staff – N/A Annex 4 Public Safety – N/A Annex 5 Air Operations – N/A Annex 6 Port Operations – N/A Annex 7 Ordnance – N/A Annex 8 Range Operations – N/A Annex 9 Health Care Support – N/A Annex 10 Supply – N/A Annex 11 Personnel Support – N/A Annex 12 Morale, Welfare and Recreation Support – N/A Annex 13 Galley – N/A Annex 14 Housing – N/A Annex 15 Facilities Support Sub Annex 1502000 – Facility Investment Annex 16 Utilities – N/A Annex 17 Base Support Vehicles and Equipment – N/A Annex 18 Environmental – N/A</p>
1.2	Project Location	<p>The work shall be performed at various locations and could vary from location to location. The following is an example of the dispersion of work at the various locations.</p> <p>(1) Cleaning of storm drain inlets at the Naval Support Activity, Philadelphia. (2) Cleaning of the storm water collection system at the Naval Support Activity, Philadelphia. (3) Cleaning of the sanitary sewer collection system at the Naval Support Activity, Philadelphia. (4) Pumping out the manholes of the storm and sanitary sewer collection systems at the Naval Support Activity, Philadelphia. (5) Cleaning of storm drain inlets at the Philadelphia Naval Business Center.</p>

0100000 – General Information		
Spec Item	Title	Description
		<p>(6) Cleaning of the storm water collection system at the Philadelphia Naval Business Center</p> <p>(7) Cleaning of the sanitary sewer collection system at the Philadelphia Naval Business Center.</p> <p>(8) Pumping out the manholes of the storm and sanitary sewer collection systems at the Philadelphia Naval Business Center.</p>
1.3	Acquisition of Additional Work	The Government reserves the right to acquire additional services at additional locations, within the scope of the annexes and areas included in Spec Item 1.1 Outline of Services, in addition to the services and locations identified in the requirements of this contract. Additional services will be incorporated into the contract in accordance with the CHANGES clause, SECTION I or ordered under the non-recurring work provisions of the contract. Items of work not covered by this contract but within the general intent are considered in the scope of this contract.
1.4	Background Information	Naval Support Activity-Philadelphia (NSA-P) and the Philadelphia Naval Business Center (PNBC) are predominantly office environments with some shop and storage facilities. The Office personnel work first and second shifts from 0700 to 2400 hours Monday through Friday.
1.5	Verification of Workload and Conditions	<p>Throughout the PWS, the workload data is generally referred to as being located in Sections C and J. Section C provides data such as descriptions, specifications, and the statement of work. Section J provides data such as system descriptions, inventories, maps, floor plans, and tables to represent the type, quantity, and location of services to be provided.</p> <p>As prescribed in FAR 52.237-1, offerors or quoters are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.</p>
1.6	Climate Patterns	The Philadelphia region has four distinct seasons. The city's climate is moderated by its proximity to the Atlantic Ocean: high humidity in summer, frequent high winds and bitter cold in the winter. January's average temperature is 33F/1C and tends to dip below freezing in the evening. July's average temperature is 75F/24C with sunny and humid days that sometimes exceed 90F/10-15C. Clear skies 25% of the time; partly cloudy skies 31%; cloudy skies 44%. Annual rainfall: 40in/100cm; heaviest rain in July and August. Annual snowfall: 20in/50cm.
1.7	Related Information	<p>There are four types of Related Information that can be found in the Description and Related Information columns of the specification as follows:</p> <p>Informational Notes as used throughout this PWS provides additional information to offerors to be used in developing a thorough understanding of the work to be performed in this contract. Any block of text marked "Informational Notes" throughout Annexes 1 through 18 is subject to this disclaimer. Offerors may not rely upon the "Informational Notes" as material representations of the Government. Information provided in</p>

0100000 – General Information		
Spec Item	Title	Description
		<p>"Informational Notes" does not create a contractual requirement on either party to this contract.</p> <p>Clarifying Information describes client expectations in a more detailed manner than the Performance Objective and Performance standard alone.</p> <p>Constraining Information describes limitations to the work performed to meet the Performance Objective and Performance Standard.</p> <p>Requirement Information further describes client requirements associated with each Performance Objective.</p>
1.8	Navy Approach to Service Contracting	<p>The Department of Navy (DoN) spends over \$1 billion in annual obligations to meet global requirements for facility operations and maintenance provided through Facility Support Contracts (FSC) and additional billions to provide other base operations support services (OBOS). The Head of the Contracting Activity (HCA) of the Naval Facilities Engineering Command (NAVFAC) has focused increased attention on re-engineering FSC contracts in response to customer and industry feedback, budget constraints, and the impact of a variety of contracting, program management and financial management regulations. The Navy also supports the following principles:</p>
1.8.1	Partnering Philosophy	<p>The first principle is that the Navy views its contractors as partners and not just abstract service providers. The Navy wants its contractors to succeed because partners' success drives the Navy's successful mission completion. Within the bounds of acquisition policy the Navy intends to work to find solutions that will be beneficial to both the Government and its partners.</p>
1.8.2	Contractor's Knowledge	<p>The second principle is that the Navy will receive insightful management from its contractors. This management will include the knowledge, skills, authority and willingness to use contractor resources to find better ways of serving Navy clients' strategic and operational goals and objectives. The Navy's use of performance-based objectives evidences this principle. Although performance work statements will typically contain several levels of performance assessment, the Navy wants its contractors to exercise maximum discretion within bounds of prudent risk management to adjust processes and resources needed to reach specified objectives at the highest performance level.</p>
1.8.3	Industry Best Practices	<p>The third principle is that the Navy will adopt industry best commercial practices and maintain state-of-the-art service delivery. It is the Navy and contractor's responsibility as partners to reach this goal. To that end, the Navy's emphasis will be in evaluating performance objectives (results).</p>
1.9	Standard Template	<p>Key to implementing a programmatic approach is using a standard template that ensures Navy-wide consistency yet affords appropriate tailoring to meet local needs. This contract conforms to the standard template and has been tailored for this solicitation. NAVFAC intends to use this template-based approach for future service contracts. Offerors should develop an understanding of the template as part of performing due diligence in reaching an understanding of the Navy's requirements and expectations.</p> <p>The standard template contains 18 standard annexes. Annex 1 will always contain information that is relevant to the entire scope of the contract. Annex 2 contains on-site project management and administration</p>

0100000 – General Information		
Spec Item	Title	Description
		<p>requirements that are relevant to the entire scope of the contract. Annexes 3 through 18 contain the technical information and requirements peculiar to that technical annex. Within each technical annex, the organization of information and requirements are also standardized. Specification Item 1 will always contain General Information. Specification Item 2 will always contain the management and administrative requirements. Specification Item 3 will always contain the Recurring Work requirements. Specification Item 4 will always contain the Non-Recurring Work requirements. Requirements and standards for higher-level specification items apply to all subordinate specification items, e.g., Specification Item 3 standards apply to all recurring work specification items. Specification Item 3.1 is applicable to all 3.1 subordinate specification items. Specification Items 3.2 and 3.3 are not considered subordinate to 3.1. All costs associated with Annexes 1 and 2 and Specification Items 1 and 2 must be priced and their price must be allocated across the Exhibit Line Items.</p>
1.10	Navy PBSA Approach	The Navy's approach to performance-based service acquisition (PBSA) includes four component parts, which are 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.11	Technical Proposal Certification	The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.

0200000 – Management and Administration	
Spec Item	Title
2	Management and Administration
2.1	Definitions and Acronyms
2.2	General Information
2.2.1	Government Regular Working Hours
2.2.1.1	Observed Federal Holidays
2.2.1.2	Restriction to Contractor Working Hours
2.2.2	Wage Determinations
2.2.3	Requirements Hierarchy
2.3	General Administrative Requirements
2.3.1	Required Conferences and Meetings
2.3.2	Training for Maintenance and Operation of New and Replacement Systems and Equipment
2.3.3	Partnering
2.3.3.1	Informal Partnering
2.3.3.2	Contract Partnering Administration
2.3.3.3	Contract Partnering Session Attendees
2.3.4	Permits and Licenses
2.3.5	Insurance
2.3.5.1	Certificate of Insurance
2.3.5.2	Minimum Insurance Amounts
2.3.6	Protection of Government Property
2.3.8	Directives, Instructions, and References
2.3.9	Invoicing Procedures
2.3.10	Forms
2.4	Government-Furnished Property, Materials and Services
2.4.1	Government-Furnished Facilities (GFF)
2.4.2	Government-Furnished Utilities
2.4.3	Government-Furnished Materials (GFM)
2.4.4	Government-Furnished Equipment (GFE)
2.4.5	Government-Furnished Services (GFS)
2.5	Contractor-Furnished Items
2.6	Management
2.6.1	Work Reception
2.6.2	Work Control
2.6.3	Work Schedule
2.6.4	Deliverables
2.6.5	Service Interruptions
2.6.7	Quality Management System (QMS)
2.6.7.1	Quality Management (QM) Plan
2.6.7.2	Quality Inspection and Surveillance
2.6.7.3	Quality Inspection and Surveillance Report
2.6.8	Property Management Plan
2.6.9	System and Equipment Replacement
2.7	Personnel Requirements
2.7.1	Key Personnel
2.7.1.1	Project Manager (PM)
2.7.1.2	Quality Manager
2.7.1.3	Site Safety and Health Officer (SSHO)
2.7.1.4	Environmental/Energy Manager
2.7.2	Employee Requirements

0200000 – Management and Administration	
Spec Item	Title
2.7.2.1	Employee Certification and Training
2.7.2.2	Employee Appearance
2.7.2.3	Employee Conduct
2.7.2.4	Identification as Contractor Employee
2.7.2.5	Removal of Employees
2.7.2.6	Proof of Legal Residency
2.7.3	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)
2.8	Security Requirements
2.8.1	Employee Listing
2.8.2	Vehicles
2.8.3	Passes and Badges
2.8.4	Access to Installation
2.8.4.1	DBIDS Program
2.8.4.2	DBIDS Credentials
2.8.5	Access to Buildings
2.8.6	Access Arrangements
2.8.6.1	Escort Arrangement for Secured Areas
2.8.7	Security Clearances
2.8.10	Employee Status
2.9	Contractor Safety Program
2.9.1	Accident Prevention Plan (APP)
2.9.2	Activity Hazard Analysis (AHA)
2.9.3	Safety and Occupational Health (SOH) Risks and Compliance Plans
2.9.3.1	Alcohol and Drug Abuse Prevention Plan
2.9.3.2	Chemical Hazard Communication Program
2.9.3.3	Confined Space Program
2.9.3.5	Fall Prevention and Protection Plan
2.9.5	Accident and Damage Reporting
2.9.5.1	Accident Reporting and Notification Criteria
2.9.6	Fire Protection
2.9.7	Monthly On-Site Labor Report
2.9.8	OSHA Citations and Violations
2.9.9	Safety Inspections and Monitoring
2.9.10	Safety Certification
2.9.11	Safety Apparel on Jobsites
2.9.12	Emergency Medical Treatment
2.10	Environmental Management and Sustainability
2.10.1	Energy Management Program
2.10.1.2	Energy Efficient Products
2.10.2	Environmental Protection
2.10.2.4	Non-Regulated Waste Disposal
2.10.2.5	Regulated Waste Disposal
2.10.2.6	Universal Waste
2.10.2.7	Spill Prevention, Containment, and Clean-up
2.10.2.8	Hazardous Material Management
2.10.2.9	Protection of Endangered and Threatened Species (Flora and Fauna)
2.10.2.10	Noise Control
2.10.2.11	Salvage
2.10.2.12	Asbestos Containing Material (ACM)
2.10.2.13	Clean Air Act (CAA)
2.10.3	Sustainable Procurement and Practices

0200000 – Management and Administration	
Spec Item	Title
2.10.3.1	Environmentally Preferable Products
2.10.3.2	Use of Recovered Materials
2.10.3.3	Use of Biobased Products
2.11	Disaster Preparedness
2.12	Technical Library
2.13	Warranty Management
2.14	Recurring Work Procedures
2.14.1	Notification to the Government for Work Above the Recurring Work Limitations
2.14.2	Recurring Work Exhibit Line Item Numbers (ELINs)
2.15	Non-Recurring Work
2.15.1	Unit Priced Task (UPT) Work (Non-Negotiated)
2.15.1.1	Acceptance and Performance
2.15.1.2	Invoicing and Receiving Payment
2.15.2	Unit Priced Labor (UPL) Work (Negotiated)
2.15.2.1	Non-recurring Preparation of Proposals
2.15.2.1.1	Labor Requirements
2.15.2.1.2	Material and Equipment Requirements
2.15.2.2	Issuance of Final Task Order
2.15.3	Non-Recurring Work ELINS

0200000 - Management and Administration		
Spec Item	Title	Description
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	General Information	
2.2.1	Government Regular Working Hours	The Government's regular working hours are from 0700-1800, 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	The Contractor shall perform services during regular government working hours unless stated in a particular section of the specification or as directed on the task order. If the Contractor wishes to work outside of the Government's regular working hours for the Contractor's convenience, the Contractor shall submit a written Request to Work Outside Government's Regular Working Hours per Section F. Excludes work to be performed during specified hours.
2.2.2	Wage Determinations	Wage Determinations are included in J-0200000-02.
2.2.3	Requirements Hierarchy	Requirements or definitions specified in each spec item of this contract apply to subordinate paragraphs. For example, requirements shown in spec item 3.1 would apply to spec items 3.1.1, 3.1.2, and 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 shall attend administrative and coordination meetings. The Contractor shall provide sign-in sheets and prepare minutes of all meetings and submit per Section F for review and comments. Comments received within two working days shall be incorporated into the minutes and a copy of the final revision shall be submitted per Section F for concurrence.
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

0200000 - Management and Administration		
Spec Item	Title	Description
		<p>subcontractors. Key stakeholders, including the supported commands who will receive services, principal individuals from NAVFAC, the performance assessment team, and representative(s) of the installation(s) will be invited to participate in the partnering process. Key members of the prime and sub-contractor 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. <p>A project's characteristics determine whether the formal or informal partnering process level is to be used.</p>
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 (PM) * Quality Control Manager (QCM)

0200000 - Management and Administration		
Spec Item	Title	Description
		* Site Safety and Health Officer (SSHO)
2.3.4	Permits and Licenses	The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, state and local laws and regulations. The Contractor shall submit copies of Permits and Licenses per Section F.
2.3.5	Insurance	The Contractor shall submit a Certificate of Insurance per Section F as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below in accordance with the FAR Clause 52.228-5, INSURANCE – WORK ON A GOVERNMENT INSTALLATION. This insurance must be maintained during the performance period.
2.3.5.1	Certificate of Insurance	The Certificate of Insurance shall provide for at least 30 calendar days written notice to the KO by the insurance company prior to cancellation or material change in policy coverage. Other requirements and information are contained in the aforementioned insurance clause.
2.3.5.2	Minimum Insurance Amounts	<p>The Contractor shall procure and maintain, during the entire period of performance under this contract, the following minimum insurance coverage:</p> <p>Comprehensive General Liability: \$500,000 per occurrence</p> <p>Automobile Liability: \$200,000 per person, \$500,000 per occurrence, \$20,000 per occurrence for property damage</p> <p>Workmen's Compensation: As required by Federal and state worker's compensation and occupational disease statutes</p> <p>Employer's Liability coverage: \$100,000, except in states where worker's compensation may not be written by private carriers</p> <p>Other as required by state law</p>
2.3.6	Protection of Government Property	During execution of the work, the Contractor shall protect Government property. The Contractor shall return areas damaged as a result of negligence under this contract to their original condition at no cost to the Government.
2.3.8	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-03. The Contractor shall comply with the most current version of directives, instructions, and references including versions published during the term of the contract.
2.3.9	Invoicing Procedures	Refer to Section G for invoicing instructions. The Contractor shall submit a monthly invoice, properly filled out to include the Recurring work Price services performed and Non-Recurring services performed for that month. Invoicing procedures are identified in J-0200000-04.
2.3.10	Forms	Forms referenced in this Annex, e.g. accident reporting, and damage reporting are included among the Forms in J-0200000-05.
2.4	Government-Furnished Property, Materials and Services	In accordance with Section H, paragraph H.10 Govt-Furnished Property 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	None – The Government will not furnish any facilities for use under this contract.

0200000 - Management and Administration		
Spec Item	Title	Description
	(GFF)	
2.4.2	Government-Furnished Utilities	<p>Fire hydrants for potable water may be available for use under the FFP section of the contract at NSA Philadelphia. Contractor shall coordinate with the TPOC prior to any use of the system.</p> <p>The Government will furnish water and electricity at existing outlets required for the work to be performed under the contract. 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.</p>
2.4.3	Government-Furnished Materials (GFM)	None – The Government will not furnish any material for use under this contract.
2.4.4	Government-Furnished Equipment (GFE)	None – The Government will not furnish any equipment for use under this contract.
2.4.5	Government-Furnished Services (GFS)	None – The Government will not furnish any services for use under this contract.
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 and COR 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 and COR may at any time require Samples, Safety Data Sheets (SDS) or Manufacturer's Data Cut Sheets of Materials used in this 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, and quality assurance. The Contractor shall provide a staff with the necessary management expertise to ensure performance objectives and standards are met.
2.6.1	Work Reception	The Contractor shall provide the capability to receive, prioritize, correspond, and respond to trouble/service calls and task orders during Government regular working hours and provide a point of contact at a local or toll free number who can perform the above function during other than Government regular working hours. Trouble calls will be classified as either routine (respond within 24 hours and complete within 4 hours during regular working hours) or emergency (respond within 2 hours and complete within 4 hours at any time of day or night).
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

0200000 - Management and Administration		
Spec Item	Title	Description
		schedule work to assure material, labor, and equipment are available to complete work requirements within the specified time limits and in conformance with the quality standards established herein. Verbal scheduling and work status updates shall be provided when requested by the KO. A status update of any item of work must be provided within two hours of the inquiry during regular working hours, and by 0800 the following workday 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	<p>Records and reports are specified in Sections C, F, H, I, J, and within the Directives, Instructions, and References. The Contractor shall submit accurate and complete documents within the specified timeframes. The Contractor shall revise/modify records and reports, as directed by the KO, at no additional cost to the Government.</p> <p>Except where otherwise specified, all deliverables shall be submitted electronically in a Microsoft Office Version 2010 compatible format. Deliverables shall be unprotected and capable of being sorted by CLIN, work order number, asset number, section, annex/sub-annex, spec item and ELIN/Sub-ELIN or clause. All formulas shall be traceable.</p> <p>Government acceptance of deliverables shall not relieve the Contractor of the responsibility for any error or omission which may exist in the deliverable, as the Contractor is responsible for all requirements of this contract.</p>
2.6.5	Service Interruptions	If any utilities or other services must be discontinued (even temporarily) due to scheduled contract work, the Contractor shall notify the KO, affected tenants, and customers in accordance with local procedures prior to removing from service. If the discontinued service is due to an emergency breakdown the Contractor shall notify the KO, affected tenants and customers as soon as practicable.
2.6.7	Quality Management System (QMS)	<p>The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address:</p> <ul style="list-style-type: none"> • Accurate documentation of work processes, procedures, and output measures. • A systematic procedure for assessing compliance with performance objectives and standards. • Accurate documentation of quality inspections and surveillance conducted throughout the execution of work. • Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.
2.6.7.1	Quality Management (QM) Plan	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.

0200000 - Management and Administration		
Spec Item	Title	Description
		<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	<p>The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-4, INSPECTION OF SERVICES – FIXED PRICE, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government's regular working hours. The file shall be submitted to the KO after termination of the contract per Section F.</p>
2.6.7.3	Quality Inspection and Surveillance Report	<p>The Contractor shall submit a copy of the Contractor Quality Inspection and Surveillance Report per Section F. The Contractor Quality Inspection and Surveillance Report shall include a summary and results of the quality inspection and surveillance events performed and assessment-driven corrective actions and process adjustments during the previous month. The Government may adjust the frequency of the submittal based on the Contractor's quality of performance.</p>
2.6.9	System and Equipment Replacement	<p>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.</p>
2.7	Personnel Requirements	<p>The Contractor shall comply with the personnel requirements stated below.</p>
2.7.1	Key Personnel	<p>The Contractor shall submit a List of Key Personnel and Qualifications per Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications.</p> <p>The Contractor shall submit an Organizational Chart per Section F showing lines of authority of the key personnel and on-site supervisor(s) for this contract. The chart shall include names of personnel and their position title in this contract. As a minimum, include the PM, Quality Manager (Quality Manager cannot be the same person as the PM), SSHO, and on-site</p>

0200000 - Management and Administration		
Spec Item	Title	Description
		supervisor(s) and who they will report directly to for this contract. The key personnel shall be revised as applicable for the contract.
2.7.1.1	Project Manager (PM)	<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 a minimum of ten (10) years of relevant experience at a comparable level of responsibility on contracts of similar size, scope and complexity. The individual shall be familiar with the requirements of EM 385-1-1, and have experience in the areas of hazard identification, safety compliance, and sustainability.</p> <p>The Contractor shall provide a resume showing a minimum of ten (10) years of experience ((From) date and (To) date), and dollar value of each of the experiences of the Contract, provide the Contract number, and as well as work that was performed during that time frame, as a PM. Provide education, certifications, and any additional information in the resume. Provide the resume within 15 calendar days of award of the Contract.</p>
2.7.1.2	Quality Manager	<p>The Contractor shall provide a QCM who has a minimum of seven (7) years of relevant experience at comparable level of responsibility in projects of similar size, scope, and complexity. The Contractor shall provide a QCM who shall have full authority and responsibility for assuring performance objectives and standards identified in this contract are met. The QCM may NOT be the same person as the project manager (PM), and shall not answer directly to the PM. The QCM or alternate shall be available on-site within two (2) hours after the Government's request.</p> <p>The Contractor shall provide a resume showing a minimum of seven (7) years of experience ((From) date and (To) date), and dollar value of each of the experiences of the Contract, provide the Contract number, and as well as work that was performed during that time frame, as a QCM. Provide education, certifications, and any additional information in the resume. Provide the resume within 15 calendar days of award of the Contract.</p> <p>The QC Manager at the work site shall perform the three phases of control, perform submittal review, ensure testing is performed, and prepare QC Certifications and documentation required by this contract. Letters signed by an officer of the firm appointing the QC Manager and Alternate QC Manager and stating that they are responsible for implementing and managing the QC program as described in this Contract. Include in the letter the responsibility of the QC Manager and Alternate QC Manager to implement and manage the three phases of control, and their authority to stop work which is not in compliance with the Contract. Letters of direction are to be issued by the QC Manager to the Assistance QC Manager and all other QC Specialists outlining their duties, authorities, and responsibilities. Include copies of the letters in the QC Plan. The QC Manager shall follow UFGS 01 45 00 (Quality Control).</p>
2.7.1.3	Site Safety and Health Officer	The Contractor shall provide a SSHO who has a minimum of five (5) years of relevant experience at a comparable level of responsibility in projects of

0200000 - Management and Administration		
Spec Item	Title	Description
	(SSHO)	<p>similar size, scope, and complexity. The Contractor shall provide a SSHO whose primary duty and responsibility is to prepare and enforce the Contractor's safety program on this contract.</p> <p>The Contractor shall provide a resume showing a minimum of five (5) years of experience ((From) date and (To) date), and dollar value of each of the experiences of the Contract, provide the Contract number, and as well as work that was performed during that time frame, as a SSHO. Provide education, certifications, and any additional information in the resume. Provide the resume within 15 calendar days of award of the Contract.</p> <p>The SSHO shall have fulfilled the following pre-requisite training and experiences before being hired as the SSHO under this contract: The SSHO shall have satisfactory experience in preparing and enforcing safety programs on contracts of similar size and complexity in the past, and have completed the OSHA 30-hour construction safety class or equivalent within the last three years. Provide the OSHA 30-hour Construction safety certification to the COR within 15 calendar days of award of the Contract.</p> <p>The SSHO shall remain on-site while any or all work is on going. Work shall not proceed if the SSHO is not on site. The SSHO may be the same person as the project manager but shall have fulfilled the pre-requisite qualification and experience. SSHO will be familiar with EM 385-1-1 and all subparts (30 November 2014 version). The SSHO shall follow UFGS 01 35 26 (Governmental Safety requirements), as well as the EM 385-1-1.</p> <p>The CP is a person designated in writing, who, through training, knowledge and experience, is capable of identifying, evaluating, and addressing existing and predictable hazards in the working environment or working conditions that are dangerous to personnel, and who has authorization to take prompt corrective measures with regards to such hazards. Contracting Officer will provide a "Contractor Safety Self-Evaluation checklist" to the Contractor at the pre-construction conference. Complete the checklist monthly and submit with each request for payment voucher. An acceptable score of 90 or greater is required. Failure to submit the completed safety self-evaluation checklist or achieve a score of at least 90 may result in retention of up to 10 percent of the voucher. For this contract, neither Contractor nor any subcontractor may enter into contract with any subcontractor that fails to meet the following requirements. The term subcontractor in this and the following paragraphs means any entity holding a contract with the Contractor or with a subcontractor at any tier.</p> <p>Provide an SSHO that meets the requirements of EM 385-1-1 Section 1. The SSHO must ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one (1) person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO or an equally-qualified Alternate SSHO must be at the work site at all times to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO and Alternate SSHO must have the required training, experience, and qualifications in accordance with EM 385-1-1 Section 01.A.17, and all associated sub-paragraphs.</p>

0200000 - Management and Administration		
Spec Item	Title	Description
		Provide Competent Persons in accordance with EM 385-1-1, Appendix Q and herein. Competent Persons for high risk activities include confined space, cranes and rigging, excavation/trenching, fall protection, and electrical work. The CP for these activities must be designated in writing, and meet the requirements for the specific activity (i.e. competent person, fall protection). The Competent Person identified in the Contractor's Safety and Health Program and accepted Accident Prevention Plan, must 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 information in consultation with the Safety Office.
2.7.1.4	Environmental/ Energy Manager	<p>The Contractor shall provide an Environmental/Energy Manager whose primary duty and responsibility is to ensure Contractor operations adhere to the goals and policies of the Environmental Management System, the Installation Energy Plan, and other specified Sustainability requirements affecting this contract. The Environmental/Energy Manager shall develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities to establish where improvements can be made and ensure compliance with environmental legislation and energy policy.</p> <p>The Environmental/Energy Manager shall have a minimum two years' experience with environmental procedures similar to those of this contract; familiarity with Environmental Management Systems (EMSs); and knowledge of environmental regulations and federal energy laws and policy (including energy and water reduction requirements and renewable energy requirements) that are applicable to operations similar to those of this contract.</p>
2.7.2	Employee Requirements	The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can perform the contract requirements and comply with installation emergency procedures.
2.7.2.1	Employee Certification and Training	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract 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

0200000 - Management and Administration		
Spec Item	Title	Description
		with Government personnel. All Contractor employees shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.
2.7.2.5	Removal of Employees	The Contractor shall remove from the site any individual whose continued employment is deemed by the KO to be contrary to the public interest or inconsistent with the best interests of National Security.
2.7.2.6	Proof of Legal Residency	No employee or representative of the Contractor will be admitted to the site of work unless satisfactory Proof of Legal Residency is submitted per Section F.
2.7.3	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	<p>The following manpower reporting is required by NMCARS 5237.102.</p> <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 through enrollment and registration into the Defense Biometric Identification System (DBIDS).</p> <p>The Contractor shall provide the KO with the name of their designated Service Contractor Administrator (SCA) for enrollment in DBIDS. Once enrolled, the Contractor must provide the DBIDS Registrar with an approved employee list and then direct their employees to register into DBIDS.</p>
2.8.4.1	DBIDS Program	DBIDS is an enterprise identity management and perimeter installation access control solution in which Contractor personnel who enroll, and are approved,

0200000 - Management and Administration		
Spec Item	Title	Description
		<p>are subsequently granted access to the installation for a period up to three years, 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. There are no fees associated with obtaining a DBIDS credential.</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 DBIDS participation and installation access privileges. DBIDS access privileges will be immediately suspended or revoked if at any time a Contractor employee becomes ineligible.</p>
2.8.4.2	DBIDS Credentials	<p>Contractor employees shall furnish a completed copy of the SECNAV 5512/1 form to obtain the required background check and visit the local Navy Installation Visitor Control Center to obtain a DBIDS credential once approved. The SECNAV 5512/1 form and additional information about DBIDS can be found at: https://www.cnmc.navy.mil/om/dbids.html.</p> <p>The Contractor may initiate the adjudication process when a background screen failure results in disqualification from participation in DBIDS and the Contractor employees do not agree with the reason for disqualification. The Contractor may also apply for a waiver when a background screening failure results in disqualification from participation in DBIDS. The Commanding Officer will be the final waiver determination authority.</p> <p>The Contractor shall immediately collect employee DBIDS credentials and notify the KO in writing:</p> <ol style="list-style-type: none"> (1) That an employee has departed the company without having properly returned or surrendered their DBIDS credentials. (2) That there is a reasonable basis to conclude that an employee, or former employee, might pose a risk, compromise, or threat to the safety or security of the installation or anyone therein.
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	<p>The Contractor shall make arrangements for Government escort into secured areas requiring escort. The KO will provide information on applicable</p>

0200000 - Management and Administration		
Spec Item	Title	Description
	Secured Areas	<p>buildings, spaces and the appropriate point of contact.</p> <p>The Contractor may experience delays while waiting for escorts. The Government estimates the wait period can be up to 15 minutes. The Contractor shall notify the Government Performance Assessment Representative (PAR) and appropriate point of contract if an escort is not available after 15 minutes and access to accomplish the work is denied. Unscheduled requirements, e.g., trouble calls, may require a longer wait for an escort.</p>
2.8.7	Security Clearances	The Contractor shall obtain all required corporate and personnel Security Clearances prior to commencement of work. The Contractor shall ensure that a list of all personnel with Security Clearances is maintained current, including clearances that are pending.
2.8.10	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, UFC 3-560-01 Operation and Maintenance Electrical Safety, 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 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

0200000 - Management and Administration		
Spec Item	Title	Description
		<p>prepared as new work activities are required. AHAs for non-recurring and one-time (e.g., non-recurring work task orders) work occurrences shall be submitted at least two working days prior to start of work. Specifically:</p> <ul style="list-style-type: none"> • For contract modifications to recurring work requirements where changes are germane to the original contract, the Contractor shall revise applicable AHAs within 15 calendar days after modification is signed. • For contracts with non-recurring work ELINs, the Contractor shall submit an AHA on non-recurring work task orders, with the associated proposal, whenever the service environment or required task is different from the recurring work priced services. • For construction (including renovation or alteration) task orders placed on the non-recurring work portion of contract, the Contractor shall submit a separate AHA for each task order with the associated proposal. <p>The Contractor shall follow the Risk Management Process for the development of Activity Hazard Analysis (AHA) in accordance with paragraph 01.A.14 and Appendix A of EM 385-1-1. A formatted outline of an AHA is provided in Figure 1-2 of EM 385-1-1.</p> <p>During performance of services, the SSHO shall periodically review the AHA at each service site and for each sub-annex to assess the effectiveness of the Contractor's overall APP. If changes to the AHAs are required, such changes shall be submitted to the KO for review and acceptance.</p>
2.9.3	Safety and Occupational Health (SOH) Risks and 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><u>Additional requirements for specific compliance plans are provided below.</u></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.

0200000 - Management and Administration		
Spec Item	Title	Description
2.9.3.5	Fall Prevention and Protection Plan	The Contractor shall develop a site specific fall prevention and protection plan to protect and prevent its service workers from falling from heights of 1.8m (6 feet) or more. This plan shall include elements addressed in paragraph 21.D of EM 385-1-1 and ANSI A10.32, ANSI Z359.1, and ANSI/ASSE A10.34. The fall prevention and protection plan shall include a Rescue and Evacuation Plan in accordance with EM 385-1-1, Section 21.N. A competent person for fall protection shall prepare and sign the plan.
2.9.5	Accident and Damage Reporting	<p>The Contractor shall notify the Contracting Officer as soon as practical, but no more than four hours after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than \$2,000, or any Weight Handling Equipment (WHE) accident. Notification shall also be provided for any mishap occurring in any of the following high hazard areas: electrical (to include Arc Flash, electrical shock, etc.); uncontrolled release of hazardous energy (includes electrical and non-electrical); weight or load handling equipment (LHE) or rigging; fall-from-height (any level other than same surface); and underwater diving. These mishaps shall be investigated in depth to identify all causes and to recommend hazard control measures.</p> <p>Within notification include Contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.</p> <p>The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least \$20,000 in damages, and near misses as defined in EM 385-1-1, to establish the root cause(s) of the accident. The Contractor shall complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F.</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-</p>

0200000 - Management and Administration		
Spec Item	Title	Description
		307, Section 12. A near miss occurs when an accident was avoided by mere chance or when intervention prevented an ongoing sequence of events that would have resulted in an accident (e.g. unplanned encroachment, improper crane set-up, improperly rigged load, etc.). The Contractor shall submit a Crane and Rigging Gear Near Miss Report per Section F.
2.9.5.1	Accident Reporting and Notification Criteria	<p>The following criteria and definitions apply to the accident reporting requirements specified above:</p> <p>Recordable Injuries or Illnesses. Any work-related injury or illness that results in:</p> <ol style="list-style-type: none"> 1) Death, regardless of the time between the injury and death, or the length of the illness; 2) Days away from work (any time lost after day of injury/illness onset); 3) Restricted work; 4) Transfer to another job; 5) Medical treatment beyond first aid; 6) Loss of consciousness; or 7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above. <p>High Visibility Accident. Any mishap which may generate publicity or high visibility.</p> <p>Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even though 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.
2.9.7	Monthly On-Site Labor Report	<p>"ENTERPRISE-WIDE CONTRACT MANPOWER REPORTING APPLICATION</p> <p>In accordance with NMCARS 237.102(a)(1) (90), the Contractor shall report all contract labor hours (including subcontractor labor hours) required for performance of services provided under this contract for NAVFAC MIDLANT via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address:</p>

0200000 - Management and Administration		
Spec Item	Title	Description
		<p>https://www.ecmra.mil/</p> <p>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.</p> <p>Inputs shall be reported at least Monthly during the FY,</p> <p>Contractors may direct questions to the help desk linked at https://www.ecmra.mil/."</p> <p>The Contractor shall submit accurate and complete records as required in section F, no later than the 5th day of the month for the previous month.</p>
2.9.8	OSHA Citations and Violations	The Contractor shall correct violations and citations promptly and submit 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:</p> <ul style="list-style-type: none"> • The site is safe and free of job-site hazards • Proper PPE is being utilized and worn. • Safe work practices and processes are being followed. • Workers are familiar with the hazards covered in the respective AHA for that work activity. • All equipment and tools are in good condition and being used safely. <p>The Government reserves the right to inspect and monitor Contractor operations for safety compliance. In general, the Government approach will be to conduct Performance Assessment on the quality and effectiveness of the Contractor's safety program. The Government reserves the right to stop any work activity when it deems danger is imminent. Contractor personnel shall work in a safe manner and comply with all applicable safety regulations. The Contractor shall be subject to safety inspections of its work sites by the Government. Contractor safety records shall be available to the KO upon request.</p> <p>Whenever the KO becomes aware of any safety noncompliance or any condition which poses a serious or imminent danger or hazard to the health or safety of the public or Government Personnel, the KO will notify the Contractor orally, with written confirmation, and request immediate corrective action. This notice, when delivered to the Contractor's representative or SSHO, shall be deemed sufficient notice of noncompliance and that corrective action is required. After receiving this notice, the Contractor shall immediately take corrective action. If the Contractor fails, delays, or refuses to promptly take corrective action, the KO may issue a stop work order for all or part of the services or work until satisfactory corrective action has been taken. Whenever such a stop work order has been issued, the Contractor shall waive all equitable 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,

0200000 - Management and Administration		
Spec Item	Title	Description
		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.</p> <p>Goals:</p> <ul style="list-style-type: none"> • Reduce purchase and use of toxic and hazardous materials; • Expand purchase of green products and services; increase recycling; • Reduce energy and water use; • Increase use of alternative fuels and renewable energy; • Integrate green building concepts in major renovations and new construction; • Prevent pollution at the source; and • Continual improvement. <p>Policy:</p> <ul style="list-style-type: none"> • Protect public health and the environment by being an environmentally responsible member of the community; • Preserve our natural, historic and cultural resources; • Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; • Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities; • Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; • Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; • Enhance our program as we develop and implement an Environmental Management System; and • Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words. <p>The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy Measurement Information to the KO when requested. In the event an EMS</p>

0200000 - Management and Administration		
Spec Item	Title	Description
		nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, the Contractor shall take corrective and/or preventative actions, assume legal and financial liability for the noncompliance and take corrective action immediately to remedy the noncompliance. The Contractor shall ensure that its employees are aware of their roles and responsibilities under the EMS and how these EMS roles and responsibilities affect work performed under the contract.
2.10.1	Energy Management Program	The Contractor shall comply with the installation's energy management program. The Contractor PM, or designee, shall represent the Contractor's interest at all meetings of the activity's Energy Management Board.
2.10.1.2	Energy Efficient Products	The Contractor shall use life-cycle cost analysis in making decisions about investments in products, services, construction and other projects to lower Federal Government's costs and reduce energy consumption. The Contractor shall elect lifecycle cost effective Energy Star and other energy-efficient products when acquiring energy-using products. For product groups where Energy Star labels are not yet available, select products that are in upper 25 percent of energy efficiency as designated by the Federal Energy Management Program. Use of high energy consuming tools or equipment is subject to approval by the KO prior to use.
2.10.2	Environmental Protection	The Contractor shall comply with all applicable Federal, state, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements. All environmental protection matters shall be coordinated with the KO. Inspection of any of the facilities operated by the Contractor may be accomplished by the Installation Environmental Protection Coordinator, or authorized officials on a no-notice basis during Government regular working hours. The Contractor shall comply with the instructions of the cognizant Navy Medical Department with respect to avoidance of conditions which create a nuisance or which may be hazardous to the health of military or civilian personnel. The Contractor is responsible for ensuring that its employees receive applicable environmental and occupational health and safety training, and are kept up to date on regulatory required specific training for the type of work to be conducted onsite. All on-site Contractor personnel, and their subcontractor personnel, performing tasks that have the potential to cause a significant environmental impact shall be competent on the basis of appropriate education, training or experience.
2.10.2.4	Non-Regulated Waste Disposal	<p>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.</p> <p>All non-regulated waste shall be disposed of in accordance with all applicable Federal, state, and local laws, regulations, and instructions, such as: 40 CFR, SOPA (ADMIN) MYPTINST 5090.1, etc.</p> <p>Disposal of all non-regulated debris and rubbish resulting from the work under this contract shall comply with the federal regulations in 40 CFR Part 258 (Subtitle D of RCRA), or equivalent state regulations and be disposed of at appropriate off installation waste handling facilities.</p>
2.10.2.5	Regulated Waste Disposal	The Contractor shall dispose of regulated waste in accordance with the Resource Conservation and Recovery Act and all other applicable Federal, state and local laws, regulations and instructions, such as: 40 CFR, SOPA (ADMIN) MYPTINST 5090.1, etc.

0200000 - Management and Administration		
Spec Item	Title	Description
		The Contractor shall provide waste stream determinations, per 40 CFR and complete Waste Stream Determination forms for each of the Contractor's processes that generates regulated waste. Waste Stream Determination forms shall be submitted per Section F.
2.10.2.6	Universal Waste	The Contractor shall collect and manage all Universal Waste generated under the performance of this contract in accordance with the applicable Federal, state and local laws, regulations and instructions, such as: 40 CFR, the installation's 5090.1 instruction, etc.
2.10.2.7	Spill Prevention, Containment, and Clean-up	The Contractor shall prevent, contain, clean up, and report all spills on Government property caused by the Contractor, in a manner that complies with applicable Federal, state, and local laws and regulations at no additional cost to the Government.
2.10.2.8	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-0200000-05.</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.</p> <p>Notwithstanding any other hazardous material used in this contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with EM 385-1-1 such as nuclear density meters for compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocyanates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. Low mercury lamps used within fluorescent lighting fixtures are allowed as an exception without further Contracting Officer approval. Notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.</p>
2.10.2.9	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

0200000 - Management and Administration		
Spec Item	Title	Description
		discovery until directed by the KO to resume work.
2.10.2.10	Noise Control	The Contractor shall comply with all applicable Federal, state and local laws, ordinances, and regulations relative to noise control.
2.10.2.11	Salvage	All material and equipment removed or disconnected that is sound and of value shall remain the property of the Government. The Contractor shall deliver this material and equipment at the Contractor's expense to as directed by the Government Representative.
2.10.2.12	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 submit a written ACM Notification within 24 hours per Section F.
2.10.2.13	Clean Air Act (CAA)	<p>The Contractor shall comply with CAA reporting requirements established by the NAVSTA Mayport Title V Air Operation Permit.</p> <p>The Contractor shall track all Hazardous Air Pollutants (HAPs) used in contract maintenance and repair operations. The Contractor shall provide Hazardous Air Pollutant (HAP) monthly data, including Subcontractors, for application of coatings, solvents (including stripping solvents), adhesives, and other volatile organic compounds and/or HAPs containing material to miscellaneous parts in booths, buildings, hangars, ships, and open air surface coating operations, per Section F. A sample HAP tracking form is provided within the Forms in J-0200000-05.</p> <p>The Contractor shall track Hazardous Air Pollutants on a monthly rolling average and submit semi-annual reports per Section F.</p>
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,

0200000 - Management and Administration		
Spec Item	Title	Description
		where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	<p>The Government has an affirmative procurement program to promote the purchase of products containing recovered materials. The intent is to reduce the solid waste stream and conserve natural resources by establishing markets for recycled content products and encouraging manufacturers to produce quality products containing recovered materials. Participate in this program by using, for Environmental Protection Agency (EPA) designated items, recovered materials to the maximum extent practicable without jeopardizing the intended end use of the item. The percentage of recovered materials content levels for use in the performance of this contract will be, at a minimum, the amount recommended in the EPA Comprehensive Procurement Guideline (CPG) Product Index website (http://www.epa.gov/epawaste/conservetools/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	Prior to performing repair work, the Contractor shall report to the KO any defect in workmanship, material, or parts, and any improper installation of equipment and components that are covered by a warranty. The Contractor is responsible for knowing which equipment and components are covered by the original warranty and the warranty duration. The KO will provide available warranty documents.
2.14	Recurring Work Procedures	
2.14.1	Notification to the	The Contractor is fully responsible for work up to the recurring work limits.

0200000 - Management and Administration		
Spec Item	Title	Description
	Government for Work Above the Recurring Work Limitations	<p>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 and provide a rough order of magnitude (ROM) estimate for the work exceeding the Contractors recurring work limits of liability within two hours of identification for further direction. The Government may issue a service order in accordance with the recurring work provisions or a task order in accordance with the non-recurring work provisions 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 detailed estimate, per Section F, per the non-recurring work procedures in Spec Item 2.15 for any potential 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 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.</p>
2.14.2	Recurring Work Exhibit Line Item Numbers (ELINs)	Recurring work ELINS are provided in J-0200000-07.
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 FEDMALL 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 FEDMALL is the electronic medium for authorized Government personnel to place orders for service to the Contractor. DoD FEDMALL is located at: http://www.dla.mil/Info/FedMall/ under NAVFAC contract. The Contractor shall submit a report of all non-recurring work quantities ordered via FedMall monthly per Section F.
2.15.1.2	Invoicing and Receiving Payment	Payment for completed FedMall 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	The Contractor shall perform all UPL work in accordance with the scope and

0200000 - Management and Administration		
Spec Item	Title	Description
	(UPL)Work (Negotiated)	delivery schedule negotiated per each task order. UPL work is defined as non-recurring work that utilizes negotiated labor hours and materials to accomplish a task not required by the recurring work portion of the contract. UPL includes separately priced labor, material, and equipment exhibit line items. The Contractor shall prepare and furnish a detailed cost estimate identifying proposed labor, material, and equipment costs, which upon approval by the KO, becomes the fixed price for the task order.
2.15.2.1	Non-recurring Work Preparation of Proposals	In response to the Government's Request for Proposal (RFP), the Contractor shall submit a non-recurring work proposal to the KO, per Section F, within two working days following receipt for each potential task order which includes: 1) a complete list of all tasks necessary to perform the required scope of work, 2) the number of direct labor hours to perform each task and 3) the projected quantity and costs of materials and equipment to perform the required scope of work.
2.15.2.1.1	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. The direct material price will be multiplied by the Contractor's non-recurring work material fixed burden rate. The Government retains the right to obtain additional quotes in questionable situations. The lowest price shall be used.
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-0200000-07.

1502000 – Facility Investment 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	Certification, Training, and Licensing
2.3	Special Requirements
2.3.1	Workmanship and Material Standards
2.3.2	Historical Preservation
2.4	References and Technical Documents
3	Recurring Work
3.1	Preventive Maintenance (PM) Program
3.1.1	Storm Water System
4	Non-Recurring Work
4.1	Service Orders
4.1.1	Emergency Service Orders
4.1.2	Routine Service Orders

1502000 – Facility Investment		
Spec Item	Title	Description
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment services for facilities, storm water systems at the Naval Support Activity Philadelphia (NSAP) and Philadelphia Naval Business Center (PNBC), PA.
1.1	Concept of Operations	<p>The intent of 1502000 Facility Investment is to specify the requirements for Sustainment, Restoration, and Modernization (SRM) sub-functions only. The Facility Investment requirements within this sub-annex primarily consist of infrastructure sustainment and minimal restoration and modernization work. Sustainment is the maintenance and repair necessary to keep an inventory of facilities and other assets in good working order. Restoration and modernization normally consists of major rehabilitation and capital improvements that is accomplished through other Navy programs. Some major repair, minor construction and stand-alone demolition may be accomplished as part of Facility Investment.</p> <p>The Contractor shall perform maintenance, repair, alteration, demolition and minor construction for the following:</p> <p>Building and Structures -Plumbing (Sewage Waste and Drainage)</p> <p>Roads and Paved Surfaces -Storm Drainage Systems</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>Personnel performing work shall be knowledgeable of proper procedures for cleaning and inspecting storm and sewage drainage systems.</p> <p>Personnel performing work in HAZMAT/HAZWASTE must complete the HAZMAT/HAZWASTE handling course or have a minimum of one year of experience working with HAZMAT/HAZWASTE.</p>
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-0200000-03.

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
3	Recurring Work	The Contractor shall maintain storm drains to ensure the system is fully functional and in normal working condition.	<p>The Contractor shall develop, implement, and execute a Preventative Maintenance (PM) program.</p> <p>The Contractor shall maintain current all facility maintenance data and records per Annex 2. The KO may request a report at any time and the Contractor shall provide the detailed report within 24 hours.</p> <p>Site maps with storm drain inlet locations are provided in J-1502000-02.</p>	Storm drains are in normal working condition and function properly in accordance with specified standards.
3.1	Preventive Maintenance (PM) Program	The Contractor shall develop and implement a PM program for storm drain inlets to ensure proper operation, to minimize breakdowns, and to maximize useful life.	<p>The Contractor shall develop and submit a PM program per Section F.</p> <p>The Contractor is fully responsible for and shall perform any repairs, including replacement, discovered during scheduled maintenance work up to a total of \$250 per occurrence in direct material and labor cost under the recurring work portion of the contract. Incidental repairs work performed under maintenance are not considered a service order. <u>Contractor shall prepare a monthly cleaning report for NSWC drain inlets and catch basins.</u></p> <p>Notification of repair work exceeding the incidental repairs limit shall be submitted to the KO within two hours of identification. A service order or non-recurring work task order may be issued for repairs exceeding the incidental repairs limit.</p> <p>The PM program shall provide an economical approach manufacturers' recommended procedures, OEM standards,</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> <p>The Contractor's PM program is submitted within 30 days following contract award.</p> <p>Monthly PM schedule submitted by the 25 of the proceeding month.</p> <p>Monthly unaccomplished PM report submitted by the 3rd of the following month</p> <p>Storm drain inlets are in an operational status at all times</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>and maintenance required to satisfy equipment warranties and keep storm drain inlets in normal working condition.</p> <p>Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government.</p> <p>The Contractor shall submit a monthly PM work schedule and unaccomplished PM report per Section F.</p> <p>Informational Notes:</p> <ol style="list-style-type: none"> 1. The Government recommends all storm drain inlets be cleaned a minimum of once per year (6 times per year for NSWC drain inlets and catch basins). Refer to J-1502000-02 Site map with storm drain locations marked in Yellow and Red. 2. Some storm drain inlets may require additional cleaning in late fall due to the accumulation of vegetation (grass clippings, fallen leaves, etc.) Refer to J-1502000-02 Site map with storm drain inlet locations marked in Red. 3. All lines shown on J-1502000-02 are combined storm and sanitary waste water flow. All roof leaders from every building tie into the combined 	

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>storm and sanitary system. Laterals from each building shown on the drawing could be sanitary, storm water, or a combination of both.</p> <p>4. The system pipe materials include 2% vitrified clay pipe (VCP), 1% cast iron pipe (CI), 0.5% polyvinyl chloride pipe (PVC), and 96.5% concrete pipe.</p> <p>5. There are no lift stations or sump pits in the wastewater system.</p>	
3.1.1	Storm Water System	The Contractor shall clean-out storm drain inlets for the storm drain system to ensure proper operation, to minimize blockages, and to maximize useful life. <u>NSWC catch basins shall be cleaned six (6) times per year.</u>	<p>The one hundred and fifty-five NSAP storm drain inlets are located as per attachment J-1502000-02.</p> <p>The 60 NSWC storm drain inlets and catch basins are located per attachment J-150200-2 (a report is required each month with documentation of executed scope of work) are located as per attachment J-1502000-02.</p> <p><u>There are 16 high priority storm drain inlets/catch basins that make up part of the 60 NSWC storm drain inlets and catch basins that will require camera inspections and jetting of lines on a recurring basins.</u></p> <p>Open catch basins (Grating removed) shall be protected with barricades to prevent personnel from tripping/falling into the open culverts.</p> <p>Informational Notes: 1. Cleaning of the Sewage collection</p>	<p>PM is accomplished per the Contractor's program and work schedule. <u>NSWC catch basins require a report each month with documentation of executed scope of work (inlets shall be cleaned up to six (6) times per year as necessary).</u></p> <p>Catch basins and grates are free from accumulated dirt, debris, leaves, grass and other foreign materials.</p> <p>Drainage water is not standing or accumulating in the catch basin.</p> <p>Notification of repair work exceeding the PM limit is submitted to the KO within the specified time limit.</p>

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
			<p>piping is not included in the Recurring work section of the contract <u>(NOTE-16 NSW storm drain inlets will have recurring cleaning of sewage collection piping: these 16 inlets are shown on J-1502000 Att 5 Map PNBC ELIN 004 (16 jet cleaning inlets).</u></p> <ol style="list-style-type: none"> 2. Storm drain system is a gravity feed system. 3. Manhole maintenance is not included in the Recurring work. <p>The storm drainage system transfers drainage water into the sanitary sewage system.</p>	

1502000 – Facility Investment				
Spec Item	Title	Performance Objective	Related Information	Performance Standard
4	Non-Recurring Work	Non-recurring work may be ordered utilizing DoD EMALL in accordance with Section H or on a task order in accordance with the PROCEDURES FOR ISSUING ORDERS clause in Section G. The order will specify the exact locations and types of work to be accomplished. The period of performance will be specified in each order.	Refer to Non-recurring work ELINs for task listings, descriptions and related requirements. All periods of performance are measured from issue date of order to acceptance of the work. Performance Standards for Non-recurring work will be the same as those in Spec Item 3 where applicable.	
4.1	Service Orders	The Contractor shall perform service order work in a timely manner and ensure storm and sanitary sewer collection systems are restored to a safe, normal working condition and function properly.	<p>The Contractor shall receive service orders in accordance with the work reception requirements in Annex 2.</p> <p>The Contractor shall schedule and perform service orders in a way that minimizes disruptions to customers and Government operations.</p> <p>The Government may issue service orders for work requirements at any location within the defined boundaries of this contract for any reason at the discretion of the KO.</p> <p>Service order work may include repairs to existing facility assets and equipment as well as newly installed facility assets and equipment, work to facilities and structures located on the installation but not listed in the facilities listing, facilities and equipment that are not maintained through a recurring work schedule or program, labor hour support for non-contract projects, and any work requirements typical to the annexes and sub-annexes contained in this PWS.</p> <p>Service orders are not limited to work performed on existing</p>	<p>Service order work is responded to and completed within the specified time.</p> <p>Storm and sanitary sewer collection systems are restored to normal working condition, including recertification if applicable.</p> <p>When repair is complete the storm and sanitary sewer collection systems do not present danger to personnel or equipment.</p>

			<p>facilities, structures and equipment identified in the respective Section J attachments or spec items for each Annex. Additional facilities, structures and equipment added during the course of the contract will become part of the service order program at no additional cost to the Government.</p> <p>Descriptions of the classifications of service orders (emergency, urgent, and routine) are provided in the Definitions and Acronyms in J-1502000-01. These descriptions are provided for reference and the Contractor shall perform service orders per the requirements below based on the classification assigned by the Government.</p> <p>The Contractor shall maintain sufficient materials and equipment on hand to support service order work requirements. Lack of availability of material or equipment will not relieve the Contractor from the requirement to complete service order work within the time limits specified.</p> <p>The Government may combine multiple repair requirements received for the same trade in the same building or structure at the same time into one service order as long as the service order threshold is not exceeded.</p> <p>The Contractor shall notify the KO upon identification that the service order will exceed the liability limits specified below in accordance with reporting requirements in Annex 2. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.</p> <p>The Contractor shall submit a monthly summary of completed service orders per Section F.</p>	
4.1.1	Emergency Service Orders	The Contractor shall respond to emergency	The Contractor shall perform emergency service orders 24 hours	Emergency service orders responded to

		<p>service orders and arrest emergent conditions to minimize and mitigate damage to storm and sanitary sewer collection systems, and danger to personnel.</p>	<p>a day, seven days a week throughout the contract period.</p> <p>The Contractor shall respond to emergency service orders with the appropriate service personnel and equipment to commence work immediately.</p> <p>Emergency service orders are limited to a ceiling of 4 labor hours or \$500 in material cost.</p> <p>The Contractor shall remain at the work site until the emergency has been arrested.</p> <p>The emergency service order is complete once the emergency has been arrested. The Government may issue an urgent or routine service order or non-recurring work task order for the follow-on work required to repair/restore the facility, ground structure, personal property equipment or installed equipment and system.</p>	<p>within two hour of receipt of call.</p> <p>Emergency service orders are arrested within 24 hours of receipt of call.</p> <p>Work is continued without interruption until emergent condition is arrested.</p>
4.1.2	Routine Service Orders	<p>The Contractor shall complete routine service orders in a timely manner and ensure storm and sanitary sewer collection systems are restored to a safe, normal working condition and function properly.</p>	<p>The Contractor shall perform routine service orders to repair deficiencies and return storm and sanitary sewer collection systems to normal working condition.</p> <p>Routine service orders are limited to a ceiling of 4 labor hours or \$500 in material cost.</p>	<p>Routine service orders responded to within 24 hours after notification (06:30 Hours to 18:00 Hours - Monday through Friday) and shall be completed within four working hours of being onsite.</p>

SECTION C

C.1 Government Purchase Card Program.

The contractor shall accept orders placed by authorized GPC users. The Government Purchase Card is a purchasing instrument issued through a commercial bank to a Government Agency to facilitate micro purchases. A micro purchase is any order for supplies or services of \$2,500.00 or less, or order for construction services of \$2,000.00 or less. The Contractor processes micro purchases under the GPC program exactly as they would process a charge by an individual using a personal credit card.

- a. Limitation of GPC Pricing for IQ Work: The Contractor shall be required to offer IQ pre-priced line item services to authorized Government personnel when they are ordering the work directly via the Government Purchase Card Program. The Contractor shall be required to offer the pre-priced IQ line item services, at the same prices in accordance with the schedule of pricing information, Section B and Exhibits (if any). Contractor is responsible for tracking quantities and reporting total used each month and year to date to the Contracting Officer by the fifth day of each month. See Section H for additional details.

C.2 **Reporting Requirements.**

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

Section E - Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	Destination	Government	Destination	Government
0002	Destination	Government	Destination	Government
0003	Destination	Government	Destination	Government
0004	Destination	Government	Destination	Government
0005	Destination	Government	Destination	Government
0006	Destination	Government	Destination	Government
0007	Destination	Government	Destination	Government
0008	Destination	Government	Destination	Government
0009	Destination	Government	Destination	Government
0010	Destination	Government	Destination	Government

CLAUSES INCORPORATED BY REFERENCE

52.246-4	Inspection Of Services--Fixed Price	AUG 1996
52.246-15	Certificate of Conformance	APR 1984

SECTION E**E.1 ACCEPTANCE**

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

E.2 CONTRACTOR QUALITY CONTROL

a. The Contractor shall establish and maintain a Quality Control Program in accordance with the FAR 52.246-4, INSPECTION OF SERVICES - FIXED PRICE (AUG 1996)" clause, Section E, to ensure that the work performed under the contract conforms to the contract requirements. The Contractor shall submit to the Contracting Officer a Quality Control Plan (QCP) for approval fifteen (15) calendar days after award of the contract. A general description of the Contractor's Quality Control (QC) program shall be available for government review during the preaward survey.

b. The Contractor's QCP shall provide top Contractor management with an effective and efficient means of identifying and correcting problems throughout the entire scope of operations.

c. The QCP shall include:

(1) A description of the Contractor's quality control system. The system must cover all contract services, specify work to be inspected on either a scheduled or unscheduled bases, and describe how inspections are to be conducted.

(2) The names(s) and qualifications of the individual(s) responsible for performing the quality control inspections, and the extent of their authority.

(3) Provisions for recording the results of inspections and for recording corrective action taken.

(4) Provisions to update and revise the QCP during the performance of the contract.

d. A file of all Quality Control inspections both performed and scheduled, inspection results, and dates and details of corrective actions taken shall be maintained by the Contractor through the term of this contract. The file shall be the property of the Government and made available to the Contracting Officer during regular working hours. The file shall be turned over to the Contracting Officer within five (5) working days of completion/termination of the contract.

e. Contractor performed inspections are independent of those performed by the Government. The contractor shall perform his inspections prior to requesting acceptance of the work by the Government.

f. The Contractor's project manager and his QC inspector shall attend the pre-performance meeting. The QC inspector shall also attend meetings with the Contracting Officer and other Government personnel to resolve quality considerations and problems that may arise in the course of the work.

E.3 GOVERNMENT QUALITY ASSURANCE (QA)

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

E.4 PERFORMANCE EVALUATION MEETINGS

The Contractor shall meet with the Government's representative monthly during the first 3 months of the contract. Thereafter, meetings will be as often as necessary at the discretion of the Contracting Officer, but not less than quarterly. A mutual effort will be made to resolve all problems identified. The written minutes of these meetings, prepared by the Government, shall be signed by the Contractor's representative and the Government's representative. Should the Contractor not concur with the minutes, the Contractor shall state, in writing, to the Contracting Officer any areas of disagreement within 3 calendar days.

E.5 NOTICE OF COMPLETION OF TASK ORDERS

a. The Contractor quality control representative shall conduct a pre-final inspection. Any discrepancies noted shall be corrected prior to requesting a pre-final inspection from the Government.

b. The Contractor shall request, in writing, a pre-final inspection from the Government. The request shall be made a minimum of two (2) working days prior to the date desired. Work completion is at final inspection after all punch list tasks have been completed.

c. The Contracting Officer's representative shall conduct a pre-final inspection with the Contractor's quality control representative present. The Contracting Officer's representative will prepare a punch list of any discrepancies noted. A copy will be given to the Contractor for correction.

d. The Contractor shall promptly correct all discrepancies. The Contractor may then submit a written request for final inspection, along with a copy of the completed punch list. The request shall be made a minimum of two (2)

working days prior to the date desired. Pre-final inspection, final inspection and correction of all discrepancies must occur prior to final payment.

Section F - Deliveries or Performance

DELIVERABLES

0200000 – Management and Administration

SECTION F: DELIVERIES OR PERFORMANCE

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.2.1.2	N/A	Request to Work Outside Government's Regular Working Hours	At least seven calendar days prior to requested day.	KO and COR	1	As required
0200000/ 2.3.1	N/A	Sign-In Sheets and Minutes	Within two working days.	KO, COR and all attendees	1	As required
0200000/ 2.3.1	N/A	Final Revision of Minutes	Within two working days.	KO, COR and all attendees	1	As required
0200000/ 2.3.4	N/A	Permits and Licenses	Before work commences and as requested by the KO.	KO and COR	1	As specified
0200000/ 2.3.5	N/A	Certificate of Insurance	At least 30 calendar days prior to start of contract performance.	KO and COR	1	As specified
0200000/ 2.6.7.1	N/A	Quality Management Plan	At least 30 calendar days prior to start of contract performance and within 15 calendar days prior to any changes.	KO and COR	1	As specified
0200000/ 2.6.7.2	N/A	QC Inspection File	Within five calendar days of completion/ termination of the contract.	KO and COR	1	As specified
0200000/ 2.6.7.3	N/A	Contractor Quality Inspection and Surveillance Report	First work day of each month.	KO and COR	1	Monthly

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.7.1	N/A	List of Key Personnel and Qualifications	At least 30 calendar days prior to start of contract performance.	KO and COR	1	As specified
0200000/ 2.7.1	N/A	Organizational Chart	At least 15 calendar days prior to start of contract performance.	KO and COR	1	As specified
0200000/ 2.7.2.6	N/A	Proof of Legal Residency	Prior to be admitted to site of work.	KO and COR	1	As specified
0200000/ 2.7.3	N/A	Contractor Labor Hours (eCMRA) Report	No later than 31 October.	KO and COR	1	Annually for labor executed during the period of performance during each Government fiscal year (FY)
0200000/ 2.8.1	N/A	Employee List	Upon request.	KO and COR	1	As required
0200000/ 2.9.1	N/A	Accident Prevention Plan	At least 30 calendar days prior to start of contract performance and 15 calendar days prior to any changes.	KO and COR	1	As specified
0200000/ 2.9.2	N/A	Activity Hazard Analysis	Together with the Accident Prevention Plan and for changes.	KO and COR	1	As specified
0200000/ 2.9.3	N/A	Compliance Plans, Programs, and Procedures	Together with the Accident Prevention Plan and for changes.	KO and COR	1	As specified
0200000/ 2.9.5	J-0200000-XX	NAVFAC Contractor Incident Reporting System (CIRS)	Within five calendar days of accident.	KO and COR	1	As required
0200000/ 2.9.7	N/A	Monthly On-Site Labor Report	First work day of each month.	KO and COR	1	Monthly

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.9.8	N/A	OSHA Citations and Violations Corrective Action Report	Within 48 hours after receiving a citation.	KO and COR	1	As required
0200000/ 2.9.10	N/A	Safety Certifications	At least 15 calendar days prior to start of contract performance and prior to expiration of certifications.	KO and COR	1	As specified
0200000/ 2.10.2.7	N/A	Spill Report	Within 48 hours of spill occurrence	KO and COR	1	As required
0200000/ 2.10.2.8	J-0200000-XX	Emergency Planning and Community Right- To-Know Act (EPCRA) Report	At least 15 calendar days prior to start of contract performance and not less than 10 working days prior to planned use of hazardous material.	KO and COR	2	As specified
0200000/ 2.10.2.8	J-0200000-05	Contractor Hazardous Material Inventory Log	Within 15 calendar days after the end of each calendar year and at termination of the contract.	KO and COR	2	Annually
0200000/ 2.10.2.12	N/A	Asbestos Containing Material (ACM)	Written notification within 24 hours of discovery	KO and COR	2	As specified
0200000/ 2.10.2.13	J-0200000-05	Hazardous Air Pollutant (HAP) Monthly Data	First work day of each month.	KO and COR	1	Monthly
0200000/ 2.10.2.13	J-0200000-05	Hazardous Air Pollutant (HAP) Semi-annual Report	Semi-annually by July 10 th and January 10 th	KO and COR	1	Semi- Annually

DELIVERABLES						
Annex/ Spec Item	Form Attachment Number	Deliverable Title	Date (s) of Submission	Distribution		Frequency
				Original	Copies (including original)	
0200000/ 2.10.3	N/A	Sustainable Procurement and Practices Plan	At least 15 calendar days prior to start of contract performance and within 15 calendar days after exercised option periods.	KO and COR	1	Annually
0200000/ 2.10.3	N/A	Sustainable Delivery of Services Report	Within five calendar days after each contract period.	KO and COR	1	Annually
0200000/ 2.10.3.2	N/A	Recovered Material Certification	As specified	KO and COR	1	When a product containing recovered materials is equal to or better than the original and could be used.
0200000/ 2.14.1	N/A	Detailed Scope of Work and Detailed Estimate	Within two work days	KO and COR	2	As required
0200000/ 2.15.2.1	N/A	Non-Recurring Work Proposals	Within two working days following receipt of request	KO and COR	1	As required
0200000/ 2.15.1.1	N/A	Non-Recurring Work Quantities Ordered via FedMall	First work day of each month.	KO and COR	1	Monthly

Deliverables Form Preparation Instructions
Deliverable Title: Request to Work Outside Government's Regular Working Hours
Form Attachment No.: N/A
Government Approval Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Media: <input type="checkbox"/> Hard Copy <input checked="" type="checkbox"/> Electronic <input type="checkbox"/> Direct System Input
<p>Instructions:</p> <p>The report shall be prepared using Microsoft Office Word® software.</p> <p>Submit a copy via email to recipients on the distribution list for Government review and comment.</p> <ol style="list-style-type: none">1. If the KO accepts the request, the Government shall notify the Contractor of Government acceptance.2. If the KO responds to the request with review comments, then incorporate the Government's comments and resubmit the request via email to recipients on the distribution list. Continue this cycle until the Government notifies the Contractor of Government acceptance.

Deliverables Form Preparation Instructions
Deliverable Title: Emergency Planning and Community Right-To-Know Act (EPCRA) Report
Form Attachment No.: J-0200000-XX
Government Approval Required: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Media: <input type="checkbox"/> Hard Copy <input checked="" type="checkbox"/> Electronic <input type="checkbox"/> Direct System Input
<p>Instructions:</p> <ol style="list-style-type: none"> 1. The report shall be prepared using Microsoft Office® software. 2. Include the following: <ol style="list-style-type: none"> a. EPCRA Plans and Procedures: <ol style="list-style-type: none"> 1) Hazardous Materials Planned for Use: Include an inventory of hazardous materials planned for use, including estimated quantities, and a copy of the corresponding material safety data sheets (MSDS) for hazardous materials expected to be used for this contract during each calendar year. The inventory shall include all information required to complete the Contractor Hazardous Material Inventory Log shown in the Form Attachment. This report shall be submitted to the KO and Environmental Compliance Office via the KO. 2) Plan for protecting personnel and property during the transport, storage, and use of the materials. 3) Emergency procedures for spill response and disposal, including a site map with approximate quantities on site at any given time. The site map, showing where the hazardous substances are stored, shall be attached to the inventory. 4) Approved labeling system to identify contents of all containers on-site. b. Hazardous Materials Actually Used: Include an inventory of the actual hazardous materials used, including include quantities, to the KO and Environmental Compliance Office via the KO. The inventory shall include all information required to complete the Contractor Hazardous Material Inventory Log shown in the Form Attachment. 3. Submit additional information to the Government as requested to support EPCRA reporting requirements.

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	DODAAC / CAGE
------	---------------	----------	-----------------	------------------

0001	POP 21-MAY-2020 TO 20-MAY-2021	N/A	NAVFAC MID ATLANTIC WILLIAM CAWLEY 4921 S. BROAD ST PHILADELPHIA PA 19112 215-897-4444 FOB: Destination	N69178
0002	POP 21-MAY-2020 TO 20-MAY-2021	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0003	POP 21-MAY-2021 TO 20-MAY-2022	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0004	POP 21-MAY-2021 TO 20-MAY-2022	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0005	POP 21-MAY-2022 TO 20-MAY-2023	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0006	POP 21-MAY-2022 TO 20-MAY-2023	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0007	POP 21-MAY-2023 TO 20-MAY-2024	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0008	POP 21-MAY-2023 TO 20-MAY-2024	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0009	POP 21-MAY-2024 TO 20-MAY-2025	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178
0010	POP 21-MAY-2024 TO 20-MAY-2025	N/A	(SAME AS PREVIOUS LOCATION) FOB: Destination	N69178

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
52.242-17	Government Delay Of Work	APR 1984

SECTION F

F.1 PERFORMANCE PERIOD OF CONTRACT

The contract term shall be for a period of **twelve months** commencing within 15 days after notice of award. The Government has the option to extend the term of the contract in accordance with "OPTION TO EXTEND THE TERM OF THE CONTRACT" (MAR 2000) clause, Section I. In the option periods the Government will adjust the prices, as required, based on new Department of Labor Wage Rate Determinations, see Section J.

F.2 UNILATERAL AUTHORIZATION TO ISSUE A TASK ORDER/MODIFICATION

If the Contractor and the Government fail to agree in whole or in part on the direct costs associated with the project, or if urgency or time prevents bilateral agreements, the Contracting Officer may determine, on the basis of the information available, the unit prices and/or level of effort to which the Contractor is entitled, a unilateral task order

and/or modification will be issued directing the Contractor to proceed with work, in accordance with FAR 52.243-4 CHANGES (JUN 2007) and DFAR 252.217-7027 CONTRACT DEFINITIZATION (DEC 2012) as referenced in Section I. However, a Contractor may not be required unilaterally to perform work outside the scope of the contract. It is most desirable to obtain agreement on all possible items of the work at the earliest possible time.

F.3 LOCATION

Location. All work is primarily located at the Philadelphia Naval Business Center and Naval Support Activity-Philadelphia, PA. Work can be added for locations within a 50-mile radius. Should these areas be added it will be in accordance with FAR 52.243-1 Alt I. They may be added by a modification to the contract and at the discretion of the Contracting Officer.

Section G - Contract Administration Data

CLAUSES INCORPORATED BY REFERENCE

252.204-7006	Billing Instructions	OCT 2005
252.232-7006	Wide Area WorkFlow Payment Instructions	DEC 2018

SECTION G

G.1 CONTRACT ADMINISTRATION

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

NAVFAC Mid-Atlantic, PWD PA

G.2 RELEASE OF CLAIMS

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

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

Section H - Special Contract Requirements

SECTION H**Contractor Support of Electronic Contracting (FedMall)**

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

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

(a) The contractor is required to receive electronic IQ orders from the FedMall using 128-bit encrypted email. The contractor agrees to purchase, install, and utilize the most recent version of PGP Personal software, or a comparable solution, for the purpose of decrypting order notification emails from the FedMall. In addition, the DoD has established the External Certification Authority (ECA) program to support the issuance of DoD-approved certificates to contractors. The ECA program is designed to provide the mechanism for contractors to securely communicate with the DoD and authenticate to DoD Information Systems. The contractor agrees to purchase, install, maintain and use a DoD-approved ECA certificate. Information on obtaining an ECA certificate can be found at <http://iase.disa.mil/pki/eca/Pages/certificate.aspx>.

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

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

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

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

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

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

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

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

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

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	NOV 2013
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	MAY 2014
52.203-6	Restrictions On Subcontractor Sales To The Government	SEP 2006
52.203-7	Anti-Kickback Procedures	MAY 2014
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	MAY 2014
52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	MAY 2014
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	OCT 2010
52.203-16	Preventing Personal Conflicts of Interest	DEC 2011
52.204-4	Printed or Copied Double-Sided on Postconsumer Fiber Content Paper	MAY 2011
52.204-9	Personal Identity Verification of Contractor Personnel	JAN 2011
52.204-13	System for Award Management Maintenance	OCT 2018
52.204-19	Incorporation by Reference of Representations and Certifications.	DEC 2014
52.204-23	Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities.	JUL 2018
52.204-24	Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment.	DEC 2019
52.204-25	Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment.	AUG 2019
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	OCT 2015
52.209-10	Prohibition on Contracting With Inverted Domestic Corporations	NOV 2015
52.211-11	Liquidated Damages--Supplies, Services, or Research and Development	SEP 2000
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-14	Integrity of Unit Prices	OCT 2010
52.215-19	Notification of Ownership Changes	OCT 1997
52.215-23	Limitations on Pass-Through Charges	OCT 2009
52.216-25	Contract Definitization	OCT 2010
52.219-6	Notice Of Total Small Business Set-Aside	NOV 2011
52.219-14	Limitations On Subcontracting	JAN 2017
52.219-28	Post-Award Small Business Program Rerepresentation	JUL 2013
52.222-1	Notice To The Government Of Labor Disputes	FEB 1997
52.222-3	Convict Labor	JUN 2003
52.222-4	Contract Work Hours and Safety Standards - Overtime Compensation	MAY 2018
52.222-17	Nondisplacement of Qualified Workers	MAY 2014
52.222-19	Child Labor -- Cooperation with Authorities and Remedies	JAN 2020
52.222-21	Prohibition Of Segregated Facilities	APR 2015
52.222-26	Equal Opportunity	SEP 2016
52.222-35	Equal Opportunity for Veterans	OCT 2015
52.222-36	Equal Opportunity for Workers with Disabilities	JUL 2014
52.222-37	Employment Reports on Veterans	FEB 2016

52.222-41	Service Contract Labor Standards	AUG 2018
52.222-42	Statement Of Equivalent Rates For Federal Hires	MAY 2014
52.222-43	Fair Labor Standards Act And Service Contract Labor Standards - Price Adjustment (Multiple Year And Option Contracts)	AUG 2018
52.222-50	Combating Trafficking in Persons	JAN 2019
52.222-54	Employment Eligibility Verification	OCT 2015
52.222-55	Minimum Wages Under Executive Order 13658	DEC 2015
52.223-2	Affirmative Procurement of Biobased Products Under Service and Construction Contracts	SEP 2013
52.223-3	Hazardous Material Identification And Material Safety Data	JAN 1997
52.225-13	Restrictions on Certain Foreign Purchases	JUN 2008
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.229-3	Federal, State And Local Taxes	FEB 2013
52.232-17	Interest	MAY 2014
52.232-18	Availability Of Funds	APR 1984
52.232-23	Assignment Of Claims	MAY 2014
52.232-25	Prompt Payment	JAN 2017
52.232-33	Payment by Electronic Funds Transfer--System for Award Management	OCT 2018
52.232-36	Payment by Third Party	MAY 2014
52.232-39	Unenforceability of Unauthorized Obligations	JUN 2013
52.232-40	Providing Accelerated Payments to Small Business Subcontractors	DEC 2013
52.233-1	Disputes	MAY 2014
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.237-3	Continuity Of Services	JAN 1991
52.242-13	Bankruptcy	JUL 1995
52.243-1 Alt I	Changes--Fixed Price (Aug 1987) - Alternate I	APR 1984
52.249-2	Termination For Convenience Of The Government (Fixed-Price)	APR 2012
52.249-4	Termination For Convenience Of The Government (Services) (Short Form)	APR 1984
52.249-8	Default (Fixed-Price Supply & Service)	APR 1984
252.203-7000	Requirements Relating to Compensation of Former DoD Officials	SEP 2011
252.203-7001	Prohibition On Persons Convicted of Fraud or Other Defense-Contract-Related Felonies	DEC 2008
252.203-7002	Requirement to Inform Employees of Whistleblower Rights	SEP 2013
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7012	Safeguarding Covered Defense Information and Cyber Incident Reporting	DEC 2019
252.204-7015	Notice of Authorized Disclosure of Information for Litigation Support	MAY 2016
252.217-7027	Contract Definitization	DEC 2012
252.223-7004	Drug Free Work Force	SEP 1988
252.223-7006	Prohibition On Storage, Treatment, and Disposal of Toxic or Hazardous Materials	SEP 2014
252.225-7012	Preference For Certain Domestic Commodities	DEC 2017
252.225-7048	Export-Controlled Items	JUN 2013
252.243-7001	Pricing Of Contract Modifications	DEC 1991
252.243-7002	Requests for Equitable Adjustment	DEC 2012

252.247-7023 Transportation of Supplies by Sea

FEB 2019

CLAUSES INCORPORATED BY FULL TEXT

52.216-18 ORDERING. (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from **the effective date of the contract** through **the contract completion date** [insert dates].

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

(End of clause)

52.216-19 ORDER LIMITATIONS (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than **\$100.00** (insert dollar figure or quantity), the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

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

(1) Any order for a single item in excess of **\$20,000.00**;

(2) Any order for a combination of items in excess of **\$80,000.00**; or

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

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) of this section.

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

(End of clause)

52.216-22 INDEFINITE QUANTITY. (OCT 1995)

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

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

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

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

(End of clause)

52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days.

(End of clause)

52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 3 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

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

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed **sixty-sox (66) months**.

(End of clause)

52.246-20 WARRANTY OF SERVICES (MAY 2001)

(a) Definition.

"Acceptance," as used in this clause, means the act of an authorized representative of the Government by which the Government assumes for itself, or as an agent of another, ownership of existing and identified supplies, or approves

specific services, as partial or complete performance of the contract.

(b) Notwithstanding inspection and acceptance by the Government or any provision concerning the conclusiveness thereof, the Contractor warrants that all services performed under this contract will, at the time of acceptance, be free from defects in workmanship and conform to the requirements of this contract. The Contracting Officer shall give written notice of any defect or nonconformance to the Contractor within 15 days of knowledge of the non-performance. This notice shall state either (1) that the Contractor shall correct or reperform any defective or nonconforming services, or (2) that the Government does not require correction or reperformance.

(c) If the Contractor is required to correct or reperform, it shall be at no cost to the Government, and any services corrected or reperformed by the Contractor shall be subject to this clause to the same extent as work initially performed. If the Contractor fails or refuses to correct or reperform, the Contracting Officer may, by contract or otherwise, correct or replace with similar services and charge to the Contractor the cost occasioned to the Government thereby, or make an equitable adjustment in the contract price.

(d) If the Government does not require correction or reperformance, the Contracting Officer shall make an equitable adjustment in the contract price.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<https://www.acquisition.gov>

(End of clause)

Section J - List of Documents, Exhibits and Other Attachments

SECTION J

Section J – 0200000 Management and Administration	
Attachment Number	Attachment Title
J-0200000-01	Definitions and Acronyms
J-0200000-02	Wage Determinations
J-0200000-03	Directives, Instructions, and References
J-0200000-04	Invoice Form
J-0200000-05	Forms
J-0200000-06	Government-Furnished Property, Materials, and Services
J-0200000-07	Exhibit Line Item Numbers

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
Assessment	A general term referring to either a survey or inspection of a facility to determine condition.
Asset	A general term used to refer to an item, such as a component, system, building or facility, which is managed by an automated data management program.
Competent Person	A person who has the professional experience and training necessary to identify existing and predictable hazards at a work or service environment, and who has the authority to take prompt and corrective action to eliminate or remove dangers from the environment. One who can identify existing and predictable hazards in the working environment or working conditions that are dangerous to personnel and who has authorization to take prompt corrective measures to eliminate them.
Component Inventory Management Unit (CIMU)	An organization of like-kind real property into manageable maintenance units. CIMU is a building component, group of components or component assemblies, serving a specific purpose in a facility that can be expected to follow a common and predictable lifecycle behavior. This class of non-equipment will include items such as exterior walls, exterior windows, interior finish, and roofs. This class of equipment will include items such as fan coil units, air handling units, lighting, and water closets. CIMUs can include one or more items of installed equipment typically subject to routine scheduled maintenance.
Confined Work Space	A space that is large enough and so configured that a person may bodily enter a space (such as in tanks, vessels, silos, storage bins, hoppers, vaults, pits, and like spaces where there is limited means of entry) and is hindered or restricted from escaping during an emergency.
Construction Equipment	<p>Construction equipment refers to specialized heavy machinery that covers one industry and is specifically designed for executing construction work. Construction equipment requirements shall include a list of equipment establishing the size, quality, number of units, and unit prices. Construction equipment prices provided by the Contractor shall be the lowest price available considering the availability of equipment and the time constraints of the job. The direct equipment price shall be adjusted by all discounts and rebates that accrue to the Contractor.</p> <p>All indirect cost associated with construction equipment, such as: the Contractor's hourly composite trade wage, adjusted to allow for workforce productivity; sub-contractor cost, costs for pre-expended bin materials, shipping and handling, union agreements, crew sizes, hand tools, universal equipment (excluding construction equipment), mobilization, demobilization, payroll burdens and fringes, overtime, job (field) overhead (including clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance), general and administrative (home office) overhead, profit, and all other associated markups shall not be included in the equipment price since the cost for these items were included in the labor hour unit price bid. Additionally, time for job preparation, safety standby personnel, and similar indirect labor elements shall not be included.</p>
Contracting Officer (KO)	That individual with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the Contracting Officer acting within the limits of their authority as delegated by the Contracting Officer.
Contracting Officer's Representative (COR)	The individual appointed by the KO responsible for monitoring the Contractor's technical compliance and progress, relative to assigned contract(s)/orders(s), based on the contract requirements specified in the PWS and in accordance with the PAP. The COR performs a variety of contract administration duties that includes oversight of PA, documenting and rating Contractor performance, reviewing invoices, and acceptance of work. Assignment as a COR is a collateral duty typically performed by the FSCM or

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
	SPAR.
Contractor	That entity or its representative responsible for the delivery of the services or materials specified in this contract, as designated by contract award. The term Contractor as used herein refers to both the prime Contractor and any subcontractors. The prime Contractor shall insure that subcontractors comply with the provision of this contract.
Contractor Representative	That individual appointed by the Contractor, either orally or in writing, who has been assigned responsibility for executing the requirements of this contract.
Direct Material Costs	The actual vendor invoice charges for materials used for performance of work under this contract. Direct material costs shall include transportation charges when such charges are included on the invoice by the vendor, as well as any discounts allowed for prompt payment and discounts or rebates for core value or salvage value that accrue to the Contractor. When questions arise concerning the cost of materials, material costs will be based on the lowest of quotes provided by the Contractor from at least three different commercial vendors for the direct material cost. The Government retains the right to obtain additional quotes in questionable situations. The lowest price will be used.
Electronic Operation And Maintenance And Support Information (eOMSI)	A set of consultant-prepared data and document files that contain detailed, as-built technical information that describes the efficient, economical and safe operation, maintenance and repair of a facility, plant, equipment or system throughout its life cycle. Generally, it is prepared during construction and submitted upon completion of a new facility or major facility upgrade. eOMSI's typically include asset information, staffing and budgeting information, supply support including critical spare parts, operating procedures, troubleshooting and diagnostic guides, extended warranty data, maintenance task frequencies and documentation, technical data, repair procedures and manufacturer's product data. eOMSI data and document files are provided in electronic formats.
Equipment	Tangible asset that is functionally complete for its intended purpose, durable, and non-expendable.
Facility	A building or structure designed and created to serve a particular function.
Fixed Burden Rate (FBR)	<p>The additional costs (expressed in percent of direct material cost) for ordering, handling, and stockpiling materials and repair parts. For example, if the offeror's Fixed Burden Rate for materials in the Base Period is 10% then:</p> $\$100,000.00 + (\$100,000.00 \times 10\%) = \$110,000.00$ <p>The Government will compensate the Contractor for the required parts and materials and not the total amount shown in Schedule of Indefinite Delivery Indefinite Quantity Work.</p>
Frequency Of Service	<p>Annual (A). Services performed once during each 12-month period of the contract at intervals of 335 to 395 days.</p> <p>Biennial (B). Services performed once during each 24-month period of the contract at intervals of 670 to 790 days.</p> <p>Daily (D5). Services performed once each calendar day, Monday through Friday, including holidays unless otherwise noted.</p> <p>Daily (D7). Services performed once each calendar day, seven days per week, including weekends and holidays.</p> <p>Monthly (M). Services performed 12 times during each 12-month period of the contract at intervals of 28 to 31 calendar days.</p> <p>Quarterly (Q). Services performed four times during each 12-month period of the contract at intervals of 80 to 100 calendar days.</p> <p>Semiannual (SA). Services performed twice during each 12-month period of the contract at intervals of 160 to 200 calendar days.</p>

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
	<p>Semimonthly (SM). Services performed 24 times during each 12-month period of the contract at intervals of 14 to 16 calendar days.</p> <p>Three times weekly (3W). Services performed three times a week, such as Monday, Wednesday, and Friday.</p> <p>Twice weekly (2W). Services performed twice a week, such as Monday and Thursday or Tuesday and Friday.</p> <p>Weekly (W). Services performed 52 times during each 12-month period of the contract at intervals of six to eight calendar days.</p>
Government Furnished Property (GFP)	Property in the possession of, or directly acquired by, the Government and subsequently furnished to the contractor for performance of a contract. Government furnished property includes, but is not limited to, spares and property furnished for repairs, maintenance, overhaul, or modification. Government furnished property also includes contractor acquired property if the contractor acquired property is a deliverable under a cost contract when accepted by the Government for continued use under the contract.
Hazardous Material (HM)	A material that because of its quality, concentration, physical, chemical or infectious nature may pose a threat to human health or the environment if released or spilled into the environment or any material designated by the Department of Transportation (DOT) or any materials that require a SDS form as posing a potential threat while being transported. Hazardous materials are listed in 49 CFR Part 172.
Hazardous Waste (HW)	Any discarded solid waste (liquid, semi-solid, solid, or gaseous) that meets the definition of a hazardous waste by USEPA, state authorities, or the Navy. In accordance with RCRA, a solid waste is a listed hazardous waste if it is specifically listed, or it is a characteristic hazardous waste if it exhibits the characteristics of ignitability, corrosivity, reactivity, or toxicity.
Hazardous Waste Management Plan	<p>In accordance with OPNAVINST 5090.1C, every Navy shore activity that generates HW shall develop and use a Hazardous Waste Management Plan or a Hazardous Waste management component in its P2 Plan and EMS. A Hazardous Waste Management Plan shall:</p> <ul style="list-style-type: none"> • Identify applicable federal, state, and local regulations pertaining to the generation and management of hazardous waste. • Identify training requirements and describe procedures for obtaining training and maintaining training records. • Assign responsibilities for the generation, designation, handling, storage, treatment, disposal, and all documentation. • Describe all hazardous waste generation and management procedures. • Include or reference the hazardous waste minimization plan and goals. • Include or reference contingency plans and emergency response procedures. <p>The plan shall be kept up to date to include changes in hazardous waste generation and management procedures, as well as changes in applicable federal, state, and local hazardous waste regulations. The plan shall include or reference minimization procedures sufficient to achieve DOD minimization goals. Tenant activities are covered by the host CO's Hazardous Waste Management Plan.</p>
Hazardous Waste Manifest	A hazardous waste manifest as defined in 40 CFR 260 is required for the transport of hazardous waste. The installation commanding officer (ICO) or the ICO's designated representative shall retain signature authority for hazardous waste manifests.
Infrastructure Condition Assessment Program (ICAP)	A Navy automated data management program that utilizes historical asset lifecycle data and a structured assessment process to evaluate the condition facilities and their components.
Inspection	A rigorous, detailed assessment of the condition of a facility performed to generate a fundable scope and cost estimate for prioritization and funding of maintenance and

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
	repair.
Integrated Maintenance Program (IMP)	IMP is a recurring state-of-the-art, reliability-centered inspection, testing, maintenance and repair program that determines best practices for managing the functions and consequences of failures of facilities equipment and system components. IMP encompasses accepted commercial practices, including reactive, preventive, predictive and proactive maintenance, into one optimal program. The IMP approach gives the Contractor full responsibility to maintain systems and equipment and perform repairs whenever necessary to ensure equipment and systems are operational and remain in a constant state of readiness. Service orders will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.
Job or Work Order	An authorization for work that requires planning and estimating and has an individual line of accounting for financial and performance evaluation.
Less-than-90-day Accumulation Areas or Storage Facilities	Temporary HW storage areas where HW may be stored for up to 90 days without a RCRA permit.
Maintenance And Repair	The preservation or restoration of a piece of equipment, system, or facility to such condition that it may be effectively used for its designated purposes. Maintenance/repair may be adjustment, overhaul, reprocessing, or replacement of constituent parts or materials that are missing or have deteriorated by action of the elements or usage, or replacement of the entire unit or system if beyond economical repair.
Monthly On-Site Labor Report	A compilation of all Contractor and subcontractor employee-hours involved in delivering contract services on a Government property.
NAVFAC MAXIMO	A specially configured software version of MAXIMO®, a commercially available computerized maintenance management system (CMMS), adopted by NAVFAC for enterprise facility asset data management. The terms “MAXIMO”, “NAVFAC MAXIMO” or “Government’s MAXIMO” shall be used interchangeably in the document.
Non-RCRA Regulated Waste	<p>Waste that is not regulated as a hazardous waste under RCRA; however, is waste may be regulated by other federal, state or local regulations including but not limited to TSCA, Clean Air Act, Clean Water Act or other regulations and statutes. Examples include Used Oil, Universal Waste, Oily Water, antifreeze, etc.</p> <p>Non-RCRA regulated waste (while not meeting the definition of a Hazardous Waste) must be managed according to its applicable regulations and may not be discarded into the general trash.</p>
Non-Regulated Solid Waste (Debris and Rubbish)	Waste not associated with an industrial process such as refuse and scraps resulting from preparation, cooking, dispensing, and consumption of food. Non-hazardous construction and demolition wastes such as dimension and non-dimension lumber, plywood, chipboard, and hardboard are included.
Partnering	The terms “partnering” and “partnership” used herein shall mean a relationship of open communication and close cooperation that involves both Government and Contractor personnel working together for the purpose of establishing a mutually beneficial, proactive, cooperative environment within which to achieve contract objectives and resolve issues and implementing actions as required.
Performance Assessment	A method used by the Government to provide some measure of control over the quality of purchased goods and services received.
Performance Assessment Representative (PAR)	The individual(s) assigned as a Technical Point of Contact (TPOC) / Subject Matter Expert (SME) to the COR to perform duties as the on-site representative who assesses Contractor performance. The PAR periodically observes Contractor performance, reviews delivered services, reviews quality management corrective actions, periodically

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
	assesses and documents Contractor performance on PAWs and the MPAS, and communicates findings as necessary with the Contractor, SPAR, and COR.
Pre-Expended Bin Materials And Supplies	The minor materials and supplies that are incidental to the job, for which the total direct cost of any one material line item shown on the material estimate is \$10.00 or less. Examples of pre-expended bin materials and supplies include, but are not limited to, solder, lead, flux, electrical connectors, electrical tape, fuses, nails, screws, bolts, nuts, washers, spacers, masking tape, sand paper, solvent, cleaners, lubricants, grease, oil, rags, mops, glue, epoxy, spackling compound, joint tape, plumbers tape and compound, clips, welding rods, and touch up paint.
Property Administrator	An authorized representative of the Contracting Officer who is responsible for administering contract property requirements, terms and conditions of the contract
Property Management Program	A Government program established for the purpose of reviewing and approving the Contractor's Property Management Plan and System through performance of a system analysis whenever government property is in the possession of the Contractor.
Quality Assurance (QA)	The planned and systematic activities implemented in a quality system so that quality requirements for a product or service will be fulfilled.
Quality Control (QC)	The observation techniques and activities used to fulfill requirements for quality.
R. S. Means	A data collection and organization system developed by R. S. Means Company which can be used to prepare accurate, dependable construction estimates and budgets in a variety of ways. The Contractor shall use the latest edition. Material prices are based on a national average and computed labor costs are based on a 30-city national average. An estimate prepared using this data is called a "Means estimate"; data may simply be referred to as "Means".
Real Property Inventory Equipment (RPIE)	A Government owned or leased individual pieces of equipment, apparatus, or fixture that are essential to the function of the real property (i.e. plumbing, electrical, heating, cooling and elevators). It is physically attached to, integrated into, and built in or on the property. Individual RPIE's can be combined to make a CIMU to facilitate facilities management. An individual RPIE can also be a CIMU if the equipment is complex enough to require its own management planning.
Regulated Waste	Any hazardous, non-hazardous, industrial process waste (aka special waste), e-waste, and/or off-specification HM, which because of its physical characteristics, chemical make-up or biological nature requires either special handling procedures and permitting, or poses an unusual threat to human health, equipment, property, or the environment. Examples include (but are not limited to) liquid sludge, pastes, and/or filter cakes, chemical compounds and/or petroleum products, fine powders or highly dusty materials, spent blast media and/or grit, demolition wastes from industrial facilities, debris and/or residues from spill cleanup work, underground storage tank remediation materials, pollution control wastes, ash from fires, furnaces, boilers or incinerators, off-specification products, other materials that have the potential to be a hazardous waste. All RW may be used or unused excess hazardous materials. Laboratory analysis may be required to verify the waste is not a RCRA-regulated hazardous waste.
Response Time	The time allowed the Contractor after initial notification of a work requirement to be physically on the premises at the work site with appropriate personnel, tools, equipment, and materials, ready to perform the work required.
Sampling Plan	Plan and procedures to conduct sampling, field testing and laboratory analysis for a defined testing objective.
Satellite Accumulation Areas	Designated approved areas, at or near the point of generation and under the control of the operator generating the waste, where no more than 55 gallons (cumulative total) of all types of HW or 1 quart of acutely HW may be accumulated. The 55-gallon limit

Attachment J-0200000-01 Definitions and Acronyms	
Definition	Description
	does not include non RCRA regulated waste, universal waste and used oil etc.
Spill Prevention Control and Countermeasure (SPCC) Plan	The SPCC Plan establishes engineering controls including procedures, methods, equipment and other requirements to prevent the discharge of oil into or upon navigable waters. The Plan includes procedures for oil spill prevention, measures to contain spills and an established spill drill exercises to ensure effective countermeasures in the event of oil spill.
System	An assemblage of mechanically and/or electrically interlocked parts, equipment and/or components forming a unitary whole.
Unit Priced Labor (UPL) Hour	The unit price bid by the Contractor to perform one hour of work-in-place. With the exception of direct material and construction equipment costs, the unit priced labor hour price shall include all indirect and direct costs associated with performing work, such as: the Contractor's hourly composite trade wage, adjusted to allow for workforce productivity; sub-contractor cost, costs for pre-expended bin materials, shipping and handling, wage determinations, union agreements, crew sizes, hand tools, equipment, universal equipment (excluding construction equipment), mobilization, demobilization, payroll burdens and fringes, overtime, job (field) overhead (including clerical support, supervision, inspection, fees, taxes, licenses, permits, and insurance), general and administrative (home office) overhead, profit, and all other associated markups. Any indirect cost or additional markups not allowed in the definition of direct materials shall be included in the UPL price. Additionally, time for job preparation, safety standby personnel, and similar indirect labor elements are included.
Universal Equipment	Universal equipment refers to equipment that can cover two or more industries and is commercially employed in execution of operation, maintenance, and repair work, such as: Aerial Work Platforms, Backhoes, Cranes, Dump Trucks, Excavators, Generators, Graders, Lifts, Loaders, Man Lifts, Monitoring and Test Equipment, Pumps, Tractors, Trailers, etc.
Universal Waste (UW)	Universal Waste (UW) (defined in 40 CFR Part 273) means batteries, fluorescent lamps, some pesticides, and mercury-containing equipment formally classified as a HW, but that are now subject to less stringent regulations, when recycled if recycling is available.
Utility Infrastructure Condition Assessment Program (UICAP)	A comprehensive assessment processes for planning, managing, and executing Navy utility infrastructure inspections.

Attachment J-0200000-01 Definitions and Acronyms	
Acronym	Title
ACO	Administrative Contracting Officer
BW	Biweekly
CDR	Contract Discrepancy Report
CIA	Controlled Industrial Area
CIMU	Component Inventory Management Unit
CMMS	Computerized Maintenance Management System
CNSSI	Committee on National Security Systems Instruction
COR	Contracting Officer Representative
COR	Condition of Readiness
DBH	Diameter at Breast Height
DCR	Direct Condition Rating
DoD	Department of Defense
DoDI	Department of Defense Instruction
DoN	Department of Navy
DRMO	Defense Reutilization Management Office
EPA	Environmental Protection Agency
EPCRA	Emergency Planning and Community Right-to-Know Act
FAR	Federal Acquisition Regulation
FFP	Firm Fixed Price
FIFRA	Federal Insecticide, Fungicide, and Rodenticide Act
FSC	Facility Support Contract
FSCM	Facility Support Contract Manager
GIS	Geospatial Information System
GFE	Government-furnished Equipment
GFF	Government-furnished Facilities
GFM	Government-furnished Materials
HCA	Head Contracting Agency
ICAP	Infrastructure Condition Assessment Program
ICP	Integrated Contingency Plan
IDIQ	Indefinite Delivery Indefinite Quantity
iNFADS	Internet Navy Facilities Asset Data Store
IPM	Integrated Pest Management
IPMIS	Integrated Pest Management Information System
IPMP	Integrated Pest Management Plan
KO	Contracting Officer
LAN	Local Area Network
M	Monthly
MAP	Maintenance Action Plan
MDI	Mission Dependency Index
MEP	Mechanical, Electrical and Plumbing
MPAS	Monthly Performance Assessment Summary
MRI	Mission Readiness Index
MSDS	Material Safety Data Sheets
NAVFAC	Naval Facilities Engineering Command
NIST	National Institute of Standards and Technology
NIST SP	National Institute of Standards and Technology Special Publication
NMCI	Navy Marine Corps Intranet
NOSC	Navy-On-Scene Coordinator
PAP	Performance Assessment Plan
PAR	Performance Assessment Representative

Attachment J-0200000-01 Definitions and Acronyms	
Acronym	Title
PAW	Performance Assessment Worksheet
PM	Project Manager
PM	Planned Maintenance or Preventative Maintenance
PRCSP	Permit Required Confined Space Program
PWS	Performance Work Statement
PWO	Public Works Officer
Q	Quarterly
QC	Quality Control
RPIE	Real Property Inventory Equipment
RSL	Remaining Service Life
SC	Security Clearances
SM	Semimonthly
SPAR	Senior Performance Assessment Representative
TE	Technical Exhibit
VIQ	Variation in Quantity
WBS	Work Breakdown Structure

Attachment J-0200000-02
Wage Determinations

<p style="text-align: center;">"REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor</p>		<p style="text-align: center;">U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210</p>
<p>Daniel W. Simms Division of Director Wage Determinations</p>	<p>Wage Determination No.: 2015-4233 Revision No.: 15 Date Of Last Revision: 12/23/2019</p>	

Note: Under Executive Order (EO) 13658 an hourly minimum

wage of \$10.80 for calendar year 2020 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1 2015. If this contract is covered by the EO the contractor must pay all workers in any classification listed on this wage determination at least \$10.80 per hour (or the applicable wage rate listed on this wage determination if it is higher) for all hours spent performing on the contract in calendar year 2020. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

State: Pennsylvania

Area: Pennsylvania Counties of Delaware Philadelphia

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		17.08
01012 - Accounting Clerk II		19.17
01013 - Accounting Clerk III		21.45
01020 - Administrative Assistant		30.70
01035 - Court Reporter		26.32
01041 - Customer Service Representative I		14.65
01042 - Customer Service Representative II		16.47
01043 - Customer Service Representative III		17.97
01051 - Data Entry Operator I		16.23
01052 - Data Entry Operator II		17.71
01060 - Dispatcher Motor Vehicle		19.53
01070 - Document Preparation Clerk		15.79
01090 - Duplicating Machine Operator		15.79
01111 - General Clerk I		14.28
01112 - General Clerk II		15.58
01113 - General Clerk III		17.48
01120 - Housing Referral Assistant		24.11
01141 - Messenger Courier		14.37

01191 - Order Clerk I	14.81
01192 - Order Clerk II	16.12
01261 - Personnel Assistant (Employment) I	17.08
01262 - Personnel Assistant (Employment) II	19.12
01263 - Personnel Assistant (Employment) III	21.31
01270 - Production Control Clerk	25.02
01290 - Rental Clerk	16.83
01300 - Scheduler Maintenance	19.12
01311 - Secretary I	19.12
01312 - Secretary II	21.84
01313 - Secretary III	24.11
01320 - Service Order Dispatcher	17.46
01410 - Supply Technician	30.70
01420 - Survey Worker	17.92
01460 - Switchboard Operator/Receptionist	14.72
01531 - Travel Clerk I	16.34
01532 - Travel Clerk II	17.23
01533 - Travel Clerk III	18.37
01611 - Word Processor I	15.91
01612 - Word Processor II	17.86
01613 - Word Processor III	19.98
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer Fiberglass	22.88
05010 - Automotive Electrician	22.03
05040 - Automotive Glass Installer	20.34
05070 - Automotive Worker	21.11
05110 - Mobile Equipment Servicer	19.63
05130 - Motor Equipment Metal Mechanic	22.83
05160 - Motor Equipment Metal Worker	21.22
05190 - Motor Vehicle Mechanic	22.83
05220 - Motor Vehicle Mechanic Helper	18.71
05250 - Motor Vehicle Upholstery Worker	20.54
05280 - Motor Vehicle Wrecker	21.22
05310 - Painter Automotive	22.14
05340 - Radiator Repair Specialist	21.22
05370 - Tire Repairer	14.89
05400 - Transmission Repair Specialist	23.49
07000 - Food Preparation And Service Occupations	
07010 - Baker	14.24
07041 - Cook I	15.14
07042 - Cook II	16.35
07070 - Dishwasher	10.40
07130 - Food Service Worker	11.55
07210 - Meat Cutter	19.14
07260 - Waiter/Waitress	11.28
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	20.09
09040 - Furniture Handler	17.39
09080 - Furniture Refinisher	22.85
09090 - Furniture Refinisher Helper	19.50
09110 - Furniture Repairer Minor	21.21
09130 - Upholsterer	19.41
11000 - General Services And Support Occupations	
11030 - Cleaner Vehicles	12.81
11060 - Elevator Operator	14.09
11090 - Gardener	18.28
11122 - Housekeeping Aide	14.09
11150 - Janitor	14.09
11210 - Laborer Grounds Maintenance	15.04
11240 - Maid or Houseman	13.13
11260 - Pruner	14.11
11270 - Tractor Operator	17.21

11330 - Trail Maintenance Worker	15.04
11360 - Window Cleaner	15.12
12000 - Health Occupations	
12010 - Ambulance Driver	17.48
12011 - Breath Alcohol Technician	22.48
12012 - Certified Occupational Therapist Assistant	27.68
12015 - Certified Physical Therapist Assistant	27.65
12020 - Dental Assistant	20.20
12025 - Dental Hygienist	36.89
12030 - EKG Technician	30.31
12035 - Electroneurodiagnostic Technologist	30.31
12040 - Emergency Medical Technician	17.48
12071 - Licensed Practical Nurse I	21.49
12072 - Licensed Practical Nurse II	24.04
12073 - Licensed Practical Nurse III	26.80
12100 - Medical Assistant	16.51
12130 - Medical Laboratory Technician	25.62
12160 - Medical Record Clerk	19.10
12190 - Medical Record Technician	21.37
12195 - Medical Transcriptionist	20.88
12210 - Nuclear Medicine Technologist	42.90
12221 - Nursing Assistant I	11.75
12222 - Nursing Assistant II	13.21
12223 - Nursing Assistant III	14.42
12224 - Nursing Assistant IV	16.18
12235 - Optical Dispenser	21.62
12236 - Optical Technician	16.60
12250 - Pharmacy Technician	16.15
12280 - Phlebotomist	17.49
12305 - Radiologic Technologist	33.08
12311 - Registered Nurse I	29.51
12312 - Registered Nurse II	32.76
12313 - Registered Nurse II Specialist	32.76
12314 - Registered Nurse III	39.32
12315 - Registered Nurse III Anesthetist	39.32
12316 - Registered Nurse IV	47.11
12317 - Scheduler (Drug and Alcohol Testing)	28.44
12320 - Substance Abuse Treatment Counselor	22.07
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	21.74
13012 - Exhibits Specialist II	28.77
13013 - Exhibits Specialist III	35.16
13041 - Illustrator I	22.94
13042 - Illustrator II	30.61
13043 - Illustrator III	37.43
13047 - Librarian	31.00
13050 - Library Aide/Clerk	16.83
13054 - Library Information Technology Systems Administrator	27.98
13058 - Library Technician	20.33
13061 - Media Specialist I	19.99
13062 - Media Specialist II	22.37
13063 - Media Specialist III	24.93
13071 - Photographer I	17.96
13072 - Photographer II	19.97
13073 - Photographer III	25.04
13074 - Photographer IV	30.62
13075 - Photographer V	37.06
13090 - Technical Order Library Clerk	16.46
13110 - Video Teleconference Technician	22.29
14000 - Information Technology Occupations	
14041 - Computer Operator I	18.50

14042 - Computer Operator II	20.70
14043 - Computer Operator III	23.06
14044 - Computer Operator IV	25.64
14045 - Computer Operator V	28.39
14071 - Computer Programmer I	(see 1)
14072 - Computer Programmer II	(see 1)
14073 - Computer Programmer III	(see 1)
14074 - Computer Programmer IV	(see 1)
14101 - Computer Systems Analyst I	(see 1)
14102 - Computer Systems Analyst II	(see 1)
14103 - Computer Systems Analyst III	(see 1)
14150 - Peripheral Equipment Operator	18.50
14160 - Personal Computer Support Technician	25.64
14170 - System Support Specialist	31.19
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	33.14
15020 - Aircrew Training Devices Instructor (Rated)	40.11
15030 - Air Crew Training Devices Instructor (Pilot)	48.06
15050 - Computer Based Training Specialist / Instructor	33.14
15060 - Educational Technologist	31.71
15070 - Flight Instructor (Pilot)	48.06
15080 - Graphic Artist	29.40
15085 - Maintenance Test Pilot Fixed Jet/Prop	47.70
15086 - Maintenance Test Pilot Rotary Wing	47.70
15088 - Non-Maintenance Test/Co-Pilot	47.70
15090 - Technical Instructor	27.19
15095 - Technical Instructor/Course Developer	33.25
15110 - Test Proctor	21.94
15120 - Tutor	21.94
16000 - Laundry Dry-Cleaning Pressing And Related Occupations	
16010 - Assembler	10.96
16030 - Counter Attendant	10.96
16040 - Dry Cleaner	13.83
16070 - Finisher Flatwork Machine	10.96
16090 - Presser Hand	10.96
16110 - Presser Machine Drycleaning	10.96
16130 - Presser Machine Shirts	10.96
16160 - Presser Machine Wearing Apparel Laundry	10.96
16190 - Sewing Machine Operator	14.82
16220 - Tailor	15.80
16250 - Washer Machine	11.93
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	26.94
19040 - Tool And Die Maker	30.94
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	20.77
21030 - Material Coordinator	25.02
21040 - Material Expediter	25.02
21050 - Material Handling Laborer	14.00
21071 - Order Filler	13.88
21080 - Production Line Worker (Food Processing)	20.77
21110 - Shipping Packer	16.83
21130 - Shipping/Receiving Clerk	16.83
21140 - Store Worker I	17.10
21150 - Stock Clerk	20.66
21210 - Tools And Parts Attendant	20.77
21410 - Warehouse Specialist	20.77
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	33.21
23019 - Aircraft Logs and Records Technician	28.17
23021 - Aircraft Mechanic I	31.92
23022 - Aircraft Mechanic II	33.21

23023 - Aircraft Mechanic III	34.39
23040 - Aircraft Mechanic Helper	25.33
23050 - Aircraft Painter	30.74
23060 - Aircraft Servicer	28.17
23070 - Aircraft Survival Flight Equipment Technician	30.74
23080 - Aircraft Worker	29.45
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	29.45
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	31.92
23110 - Appliance Mechanic	21.36
23120 - Bicycle Repairer	16.13
23125 - Cable Splicer	41.27
23130 - Carpenter Maintenance	28.93
23140 - Carpet Layer	27.91
23160 - Electrician Maintenance	32.19
23181 - Electronics Technician Maintenance I	26.15
23182 - Electronics Technician Maintenance II	27.30
23183 - Electronics Technician Maintenance III	28.35
23260 - Fabric Worker	25.82
23290 - Fire Alarm System Mechanic	24.99
23310 - Fire Extinguisher Repairer	24.50
23311 - Fuel Distribution System Mechanic	29.96
23312 - Fuel Distribution System Operator	25.62
23370 - General Maintenance Worker	21.37
23380 - Ground Support Equipment Mechanic	31.92
23381 - Ground Support Equipment Servicer	28.17
23382 - Ground Support Equipment Worker	29.45
23391 - Gunsmith I	24.50
23392 - Gunsmith II	26.99
23393 - Gunsmith III	29.25
23410 - Heating Ventilation And Air-Conditioning Mechanic	26.31
23411 - Heating Ventilation And Air Contidioning Mechanic (Research Facility)	27.37
23430 - Heavy Equipment Mechanic	28.20
23440 - Heavy Equipment Operator	29.80
23460 - Instrument Mechanic	30.70
23465 - Laboratory/Shelter Mechanic	28.17
23470 - Laborer	15.83
23510 - Locksmith	28.07
23530 - Machinery Maintenance Mechanic	27.60
23550 - Machinist Maintenance	23.54
23580 - Maintenance Trades Helper	18.52
23591 - Metrology Technician I	30.70
23592 - Metrology Technician II	31.90
23593 - Metrology Technician III	32.91
23640 - Millwright	29.50
23710 - Office Appliance Repairer	23.06
23760 - Painter Maintenance	24.82
23790 - Pipefitter Maintenance	31.52
23810 - Plumber Maintenance	30.44
23820 - Pneudraulic Systems Mechanic	29.25
23850 - Rigger	28.21
23870 - Scale Mechanic	26.99
23890 - Sheet-Metal Worker Maintenance	32.29
23910 - Small Engine Mechanic	21.81
23931 - Telecommunications Mechanic I	26.93
23932 - Telecommunications Mechanic II	27.98
23950 - Telephone Lineman	35.57
23960 - Welder Combination Maintenance	24.14
23965 - Well Driller	27.91

23970 - Woodcraft Worker	29.25
23980 - Woodworker	24.50
24000 - Personal Needs Occupations	
24550 - Case Manager	16.79
24570 - Child Care Attendant	12.00
24580 - Child Care Center Clerk	14.96
24610 - Chore Aide	12.05
24620 - Family Readiness And Support Services Coordinator	16.79
24630 - Homemaker	16.79
25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	28.75
25040 - Sewage Plant Operator	25.03
25070 - Stationary Engineer	28.75
25190 - Ventilation Equipment Tender	23.35
25210 - Water Treatment Plant Operator	25.03
27000 - Protective Service Occupations	
27004 - Alarm Monitor	21.89
27007 - Baggage Inspector	13.62
27008 - Corrections Officer	24.29
27010 - Court Security Officer	27.70
27030 - Detection Dog Handler	18.81
27040 - Detention Officer	24.29
27070 - Firefighter	34.21
27101 - Guard I	13.62
27102 - Guard II	18.81
27131 - Police Officer I	31.91
27132 - Police Officer II	35.46
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.56
28042 - Carnival Equipment Repairer	12.28
28043 - Carnival Worker	9.59
28210 - Gate Attendant/Gate Tender	17.99
28310 - Lifeguard	12.78
28350 - Park Attendant (Aide)	20.13
28510 - Recreation Aide/Health Facility Attendant	14.69
28515 - Recreation Specialist	24.93
28630 - Sports Official	16.03
28690 - Swimming Pool Operator	17.23
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	27.37
29020 - Hatch Tender	27.37
29030 - Line Handler	27.37
29041 - Stevedore I	26.33
29042 - Stevedore II	28.37
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist Center (HFO) (see 2)	42.01
30011 - Air Traffic Control Specialist Station (HFO) (see 2)	28.97
30012 - Air Traffic Control Specialist Terminal (HFO) (see 2)	31.90
30021 - Archeological Technician I	20.33
30022 - Archeological Technician II	22.75
30023 - Archeological Technician III	28.18
30030 - Cartographic Technician	28.27
30040 - Civil Engineering Technician	26.93
30051 - Cryogenic Technician I	27.36
30052 - Cryogenic Technician II	30.22
30061 - Drafter/CAD Operator I	20.33
30062 - Drafter/CAD Operator II	22.75
30063 - Drafter/CAD Operator III	25.36
30064 - Drafter/CAD Operator IV	31.21
30081 - Engineering Technician I	18.23
30082 - Engineering Technician II	20.47

30083 - Engineering Technician III	23.23
30084 - Engineering Technician IV	28.83
30085 - Engineering Technician V	35.18
30086 - Engineering Technician VI	42.58
30090 - Environmental Technician	26.00
30095 - Evidence Control Specialist	24.71
30210 - Laboratory Technician	26.76
30221 - Latent Fingerprint Technician I	24.80
30222 - Latent Fingerprint Technician II	27.40
30240 - Mathematical Technician	28.18
30361 - Paralegal/Legal Assistant I	20.37
30362 - Paralegal/Legal Assistant II	25.24
30363 - Paralegal/Legal Assistant III	30.87
30364 - Paralegal/Legal Assistant IV	37.35
30375 - Petroleum Supply Specialist	30.22
30390 - Photo-Optics Technician	28.18
30395 - Radiation Control Technician	30.22
30461 - Technical Writer I	27.52
30462 - Technical Writer II	33.68
30463 - Technical Writer III	40.74
30491 - Unexploded Ordnance (UXO) Technician I	26.70
30492 - Unexploded Ordnance (UXO) Technician II	32.30
30493 - Unexploded Ordnance (UXO) Technician III	38.72
30494 - Unexploded (UXO) Safety Escort	26.70
30495 - Unexploded (UXO) Sweep Personnel	26.70
30501 - Weather Forecaster I	30.11
30502 - Weather Forecaster II	33.29
30620 - Weather Observer Combined Upper Air Or Surface Programs	(see 2) 25.36
30621 - Weather Observer Senior	(see 2) 28.18
31000 - Transportation/Mobile Equipment Operation Occupations	
31010 - Airplane Pilot	32.30
31020 - Bus Aide	15.22
31030 - Bus Driver	19.16
31043 - Driver Courier	18.13
31260 - Parking and Lot Attendant	11.57
31290 - Shuttle Bus Driver	19.00
31310 - Taxi Driver	12.79
31361 - Truckdriver Light	19.00
31362 - Truckdriver Medium	19.28
31363 - Truckdriver Heavy	22.93
31364 - Truckdriver Tractor-Trailer	22.93
99000 - Miscellaneous Occupations	
99020 - Cabin Safety Specialist	15.75
99030 - Cashier	11.80
99050 - Desk Clerk	13.24
99095 - Embalmer	34.20
99130 - Flight Follower	26.70
99251 - Laboratory Animal Caretaker I	13.34
99252 - Laboratory Animal Caretaker II	13.98
99260 - Marketing Analyst	33.50
99310 - Mortician	34.20
99410 - Pest Controller	18.31
99510 - Photofinishing Worker	14.65
99710 - Recycling Laborer	22.00
99711 - Recycling Specialist	25.27
99730 - Refuse Collector	20.31
99810 - Sales Clerk	12.43
99820 - School Crossing Guard	12.63
99830 - Survey Party Chief	25.37
99831 - Surveying Aide	15.05
99832 - Surveying Technician	22.24

99840 - Vending Machine Attendant	15.90
99841 - Vending Machine Repairer	18.68
99842 - Vending Machine Repairer Helper	15.90

Note: Executive Order (EO) 13706 Establishing Paid Sick Leave for Federal Contractors applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1 2017. If this contract is covered by the EO the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their own illness injury or other health-related needs including preventive care; to assist a family member (or person who is like family to the employee) who is ill injured or has other health-related needs including preventive care; or for reasons resulting from or to assist a family member (or person who is like family to the employee) who is the victim of domestic violence sexual assault or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$4.54 per hour up to 40 hours per week or \$181.60 per week or \$786.93 per month

HEALTH & WELFARE EO 13706: \$4.22 per hour up to 40 hours per week or \$168.80 per week or \$731.47 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706 Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor 3 weeks after 8 years and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor wherever employed and with the predecessor contractors in the performance of similar work at the same Federal facility. (See 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day Martin Luther King Jr.'s Birthday Washington's Birthday Memorial Day Independence Day Labor Day Columbus Day Veterans' Day Thanksgiving Day and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in

accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b) this wage determination does not apply to any employee who individually qualifies as a bona fide executive administrative or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than \$27.63 (or on a salary or fee basis at a rate not less than \$455 per week) an hour would likely qualify as exempt computer professionals (29 C.F.R. 541.400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds \$27.63 per hour conformances may be necessary for certain nonexempt employees. For example if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally because job titles vary widely and change quickly in the computer industry job titles are not determinative of the application of the computer professional exemption. Therefore the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures including consulting with users to determine hardware software or system functional specifications;

(2) The design development documentation analysis creation testing or modification of computer systems or programs including prototypes based on and related to user or system design specifications;

(3) The design documentation testing creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** HAZARDOUS PAY DIFFERENTIAL ****

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance explosives and incendiary materials. This includes work such as screening blending dying mixing and pressing of sensitive ordnance explosives and pyrotechnic compositions such as lead azide black powder and photoflash powder.

All dry-house activities involving propellants or explosives. Demilitarization modification renovation demolition and maintenance operations on sensitive ordnance explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with or in close proximity to ordnance (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands face or arms of the employee engaged in the operation irritation of the skin minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving unloading storage and hauling of ordnance explosive and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance explosives and incendiary material differential pay.

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract by the employer by the state or local law etc.) the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition where uniform cleaning and maintenance is made the responsibility of the employee all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount or the furnishing of contrary affirmative proof as to the actual cost) reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However in those instances where the uniforms furnished are made of "wash and wear" materials may be routinely washed and dried with other personal garments and do not require any special treatment such as dry cleaning daily washing or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract by the contractor by law or by the nature of the work there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations" Fifth Edition (Revision 1) dated September 2015 unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e. the work to be performed is not performed by any classification listed in the wage determination) be classified by the contractor so as to provide a reasonable relationship (i.e. appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification wage rate and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).
- 2) After contract award the contractor prepares a written report listing in order the proposed classification title(s) a Federal grade equivalency (FGE) for each proposed classification(s) job description(s) and rationale for proposed wage rate(s) including information regarding the agreement or disagreement of the authorized representative of the employees involved or where there is no authorized representative the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action together with the agency's recommendations and pertinent information including the position of the contractor and the employees to the U.S. Department of Labor Wage and Hour Division for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt the Wage and Hour Division approves modifies or disapproves the action via transmittal to the agency contracting officer or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember it is not the job title but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split combine or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1))."

Attachment J-0200000-03
Directives, Instructions, and References

Reference	Title
EM 385-1-1	U.S. Army Corps of Engineers Safety and Health Requirements
P.L. 91-596	Occupational Safety and Health Act
OSHA 29 CFR 1904	Injuries and Illness Incident reporting
Title 29 Part 1910	Code of Federal Regulations OSHA 1910.1030 (Standard and Guidelines for Potentially Infectious Material)
OSHA 29 CFR 1910.1200	Hazardous Materials
Clean Air Act, Section 602	Ozone Depleting Substances Class 1

Attachment J-0200000-04
Invoice Form

COMPANY LETTERHEAD AND ADDRESS

(As it appears on the contract)

TO: (ACTIVITY NAME AND ADDRESS)

CONTRACT: (CONTRACT NUMBER AND TITLE)

ELIN A001: Firm Fixed Price Work 1 Month @ \$ _____ = \$ _____
for (month/year) _____

ITEM 0002: INDEFINITE QUANTITY WORK (AS AND IF REQUIRED)

<u>TASK ORDER NO.</u>	<u>AMOUNT</u>
-----------------------	---------------

_____	\$ _____
_____	\$ _____

TOTAL INDEFINITE QUANTITY WORK = \$ _____

TOTAL AMOUNT OF INVOICE = \$ _____

I CERTIFY THAT THE ABOVE IS A TRUE BILL AND
THAT PAYMENT THEREFORE HAS NOT BEEN RECEIVED.

(SIGNATURE)
(COMPANY OFFICIAL NAME AND TITLE)

Enclosures:
Task Orders
Monthly Work Schedule for _____

Attachment J-0200000-05 Forms	
<u>FORM NAME</u>	<u>USE OF FORM</u>
Service Repair Order	Service Repair Order used to describe requested IDIQ work
DD Form 1155	ORDER FOR SUPPLIES OR SERVICES
OSHA Form 300	Log of Work Related Injuries & Illnesses OSHA forms are available on the Internet under " www.osha.gov ".
OSHA Form 300A	Summary of Work Related Injuries & Illnesses OSHA forms are available on the Internet under " www.osha.gov ".
OSHA Form 301	Injuries and Illnesses Incident Report OSHA forms are available on the Internet under " www.osha.gov ".
Contractor Hazardous Material Inventory Log	Contractor Hazardous Material Inventory Log (EPRCA)

Attachment J-0200000-05

Forms

<u>Service Repair Order</u>				
Date:			Page 1 of 1	
Contract:			Contract No. N40085- -	
Location:			D.O.# Cost Code:	
Job Title:			Job Order No.	
Originator Code:			Customer Request No.	
Neg. Start:		Completion Date:		Prepared By:
Actual Start:		Completion Date:		
Qty.	Unit	Description	L. / I.	Amount
Scope of Work				
<i>The Contractor Shall provide all Labor, Material, Equipment, and Supervision to accomplish the following:</i>				
Work Negotiated:			Work Approved:	
Work Authorized:			Contracting Firm:	
Work Insp. & Accept:			Work Accepted:	
			Total:	

ORDER FOR SUPPLIES OR SERVICES										PAGE 1 OF		
1. CONTRACT/PURCH ORDER/AGREEMENT NO.			2. DELIVERY ORDER/CALL NO.			3. DATE OF ORDER/CALL (YYYYMMDD)		4. REQUISITION/PURCH REQUEST NO.		5. PRIORITY		
6. ISSUED BY			CODE			7. ADMINISTERED BY (If other than 6)			CODE			
									8. DELIVERY FOB			
									<input type="checkbox"/> DESTINATION <input type="checkbox"/> OTHER <i>(See Schedule if other)</i>			
9. CONTRACTOR			CODE			FACILITY			10. DELIVER TO FOB POINT BY (Date) (YYYYMMDD)			
NAME AND ADDRESS									11. X IF BUSINESS IS			
									<input type="checkbox"/> SMALL <input type="checkbox"/> SMALL DISADVANTAGED <input type="checkbox"/> WOMEN-OWNED			
									12. DISCOUNT TERMS			
									13. MAIL INVOICES TO THE ADDRESS IN BLOCK			
14. SHIP TO			CODE			15. PAYMENT WILL BE MADE BY			CODE			
									MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCKS 1 AND 2.			
16. TYPE OF ORDER		DELIVERY/CALL		This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.								
		PURCHASE		Reference your _____ furnish the following on terms specified herein.								
				ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME.								
_____ NAME OF CONTRACTOR _____ SIGNATURE _____ TYPED NAME AND TITLE _____ DATE SIGNED (YYYYMMDD)												
<input type="checkbox"/> If this box is marked, supplier must sign Acceptance and return the following number of copies:												
17. ACCOUNTING AND APPROPRIATION DATA/LOCAL USE												
18. ITEM NO.		19. SCHEDULE OF SUPPLIES/SERVICES					20. QUANTITY ORDERED/ACCEPTED*		21. UNIT	22. UNIT PRICE		23. AMOUNT

Attachment J-0200000-05
Forms

Directions for Process Material Log Sheets

Chemical Description:

Material Name - List the brand or generic name of the chemical material.

Manufacturer - List the name of the manufacturer of the product.

Constituents of Concern - List the constituents (ingredients) as listed on the Material Safety Data Sheet (MSDS).

CAS # - List the Chemical Abstract Service (CAS) Number for each Constituent of Concern listed. This information is found on the MSDS. If no CAS number is listed, state "N/L".

% - List the concentration of each Constituent of Concern listed. This information is found on the MSDS. If the concentration is not listed, state "N/L".

Product Weight - List the weight of material contained in one container of the product. This information is normally listed on the MSDS or can be determined from the density or specific gravity of the product listed on the MSDS.

In addition, check all the boxes that apply to this chemical:

Pure or Mix - choose only one.

Solid, Liquid or Gas - choose only one.

Extremely Hazardous Substance (EHS), Ozone Depleting Substance (ODS), SARA TITLE III Chemical (SARA III), Air Toxic Chemical (AIR TOX) or Carcinogen

(CARC) - based on the information provided by the material's MSDS. Choose all that apply.

HM exempt - per EPCRA section 312 and based upon user knowledge, choose this box if the material would normally be exempt from reporting for hazardous material storage.

Tri exempt - per EPCRA section 313 and based upon user knowledge, choose this box if the material would normally be exempt from reporting for the Toxic Release Inventory (TRI).

Physical and Chemical Hazards:

For each material listed, check all the physical and health hazard boxes that apply. These hazard categories are defined in 40 CFR 370.2.

Fire Hazard - flammable, combustible liquid, pyrophoric, oxidizer.

Sudden Release of Pressure - explosive, compressed gas.

Reactive - unstable reactive, organic peroxide, water reactive.

Immediate (acute) Health Hazard - highly toxic, toxic, irritant, sensitizer, corrosive.

Delayed (chronic) Health Hazard - carcinogens, mutagens, other long-term health hazards.

Storage Description: Storage Code:

List the appropriate storage type, pressure and temperature condition codes for the material based upon the codes listed below. List the storage type in the first box, the applicable pressure code in the second box and the applicable temperature code in the third box. More than one storage code may apply if material is stored in different types of containers.

Storage Type:

A - Above Ground Storage Tank F Can L Cylinder

B - Below Ground Storage Tank G Carboy M Glass Bottle or Drum

C - Tank Inside Building I Fiber Drum N Plastic Bottle or Drum

D - Steel Drum J Bag R Other

E - Plastic/Non-metallic Drum K Box

Pressure and Temperature Conditions:

1 - Ambient Pressure 4 Ambient Temperature

2 - Greater than Ambient Pressure 5 Greater than Ambient Temperature

3 - Less than Ambient Pressure 6 Less than Ambient Temperature but not Cryogenic

7 - Cryogenic Conditions**Inventory in Pounds:**

Maximum Amount - List the maximum amount of a material that was on-hand (stored) at any one time. Amount must be recorded in pounds.

Average Amount - List the average amount of a material that was on-hand during the reporting period. Amount must be recorded in pounds.

Days on Site - List the number of days during the reporting period each material was on-site. If the material was present for the whole year, record as 365.

Amount Used in Pounds:

List the amount of each material used during the reporting period. Amount must be recorded in pounds. Amount used is the best estimate based on the contractor material tracking system.

Contractor Hazardous Material Inventory Log (EPRCA)

PROJECT TITLE / LOCATION: _____

Contractor(s) certifies that the hazardous material(s) removed from installation will be used/reused for its intended purpose.

SECTION 01 57 19.00 20 – APPENDIX A

REPORTING PERIOD (Month):

Totals:

Attachment J-0200000-06 Government-Furnished Property, Materials, and Services
Fire hydrants for potable water may be available for use under the FFP section of the contract at NSA Philadelphia. Government will furnish water and electricity at existing outlets required for work to be performed under contract. See C Management and Administration spec item 2.4.2.

Attachment J-0200000-07 Exhibit Line Item Numbers
See J-0200000-07 ELINs.xls

SECTION J
DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS

TABLE OF CONTENTS

ATTACHMENT NUMBER	<u>ATTACHMENT TITLE</u>
J-1502000-01	Definitions and Acronyms
J-1502000-02	Site Maps

ATTACHMENT J-1502000-01
DEFINITIONS AND ACRONYMS

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

ATTACHMENT J-1502000-01
DEFINITIONS AND ACRONYMS

DEFINITION	DESCRIPTION
Integrated Maintenance Program (IMP)	IMP is a recurring state-of-the-art, reliability-centered inspection, testing, maintenance and repair program that determines best practices for managing the functions and consequences of failures of facilities equipment and system components. IMP encompasses accepted commercial practices, including reactive, preventive, predictive and proactive maintenance, into one optimal program. The IMP approach gives the Contractor full responsibility to maintain systems and equipment and perform repairs whenever necessary to ensure equipment and systems are operational and remain in a constant state of readiness. Service calls will not be issued for accomplishment of repairs on systems and equipment maintained under IMP.
LIFE-CYCLE COSTS	A form of economic analysis that considers the total cost of owning, operating, and maintaining a building or system over its useful life.
MAINTENANCE, PREVENTIVE	Maintenance designed to increase the availability of the facilities/equipment by reducing the number of unexpected breakdowns or service interruptions. It is any planned maintenance activity that improves equipment life and avoid any unplanned maintenance requirements.
MANAGEMENT INFORMATION SYSTEMS-MAINTENANCE	A computerized system that will provide sufficient information for management to evaluate differences between budgets and actual costs and evaluate performance.
REPAIR	Repair is the restoration of facilities or equipment to such a condition that it may be effectively utilized for its designated purposes by overhaul, reconstruction, or replacement of constituent parts or materials which have deteriorated by action of the elements or usage, and which have not been corrected through maintenance. This term also applies to replacement of the entire unit or system if beyond economical repair. The intent of repair is to have the equipment at normal working condition.
REPLACEMENT	Replacement, as a distinct work element, is confined to a program of planned replacement of a facility or its components. It may be further limited to major components such as air conditioning compressors, furnaces or hot water heaters. Replacement is performed when the equipment has reached the end of its useful life; when it no longer can perform due to degradation of its internal components and repair is no longer cost effective. Included under the replacement would be the major rebuilding of any component, since rebuilding also restores performance.
RESTORATION	Restoration of real property to such a condition that it can be used for its intended purpose. Includes repair or replacement work to restore facilities damaged by inadequate sustainment, excessive age, natural disaster, fire, accident or other causes.
SUSTAINMENT	Maintenance and repair activities necessary to keep a typical inventory of facilities in "normal working condition". Sustainment includes regularly scheduled maintenance as well as cyclical major repairs or replacement of components that occur periodically over the expected service life of the facilities.

ATTACHMENT J-1502000-01
DEFINITIONS AND ACRONYMS

DEFINITION	DESCRIPTION
SERVICE ORDER	<p>Any work required to return a facility, system, equipment or component to normal working condition. Service orders are minor facility problem requests or requests for other non-recurring work that is too small to be planned and estimated.</p> <p>The purpose of a service order is to provide the Government with a means of issuing work up to a defined liability limit for requirements occurring outside of the specified recurring work. The Government may utilize service orders to accomplish any work up to the respective liability limit based on the service order classification.</p>
SERVICE ORDER CYCLE	Count down starts when the customer is notified that the work has been accepted to be accomplished to the time when the work chit is turned in by the craftsmen as complete is one complete cycle period for a service order.
SERVICE ORDER, EMERGENCY	Emergency is defined as any facility deficiency that immediately compromises the mission or life, health and safety. Always includes, but is not limited to, failure of any utility, fire protection, environmental control, or security alarm systems.
SERVICE ORDER, URGENT	Urgent is defined as any deficiency that does not immediately endanger personnel or property, but extended delays of repairs could result in damage to Government property, or soon affect the security, health, or well-being of personnel or the continued operation of a service or system.
SERVICE ORDER, ROUTINE	Routine is defined as any work requirement within the defined LOL that does not qualify as emergency or urgent.
WEIGHT HANDLING EQUIPMENT (WHE)	Weight handling equipment consists of cranes (e.g., portal cranes, jib cranes), rigging gear (e.g., slings, shackles), and associated equipment (e.g., portable hoists, dynamometers). For purposes of this technical sub-annex, WHE does not include mobile or transportable truck, crawler, and railway mounted locomotive cranes covered in 1700000 BSVE.

ATTACHMENT J-1502000-01
DEFINITIONS AND ACRONYMS

Acronym	Title
BPVC	Boiler and Pressure Vessel Code
HVAC	Heating, Ventilation, and Air Conditioning
RPIE	Real Property Inventory Equipment
SCADA	Supervisory Control And Data Acquisition
SRM	Sustainment, Restoration and Modernization
UFC	Unified Facilities Criteria
UPV	Unfired Pressure Vessel
VTE	Vertical Transportation Equipment

ATTACHMENT J-1502000-02
SITE MAPS

Site maps for each of the ELINs (001-004) are as follows: **Att 1 Map NSA-P** is for ELIN 001; **Att 2 Map PNBC** shows bldgs. 1029, 20, 592 for ELINs 002 & 003; **Att 3 Map PNBC** shows bldg. 546 also for ELINs 002, and 003; **Att 4 Map PNBC** is for ELIN 004; **Att 5 Map PNBC (16 jet cleaning inlets)** shows the 16 high priority inlets for NSWC that will have recurring jetting and camera inspections as part of the cleaning.

Section K - Representations, Certifications and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE

52.204-8	Annual Representations and Certifications	JAN 2020
52.209-5	Certification Regarding Responsibility Matters	OCT 2015
52.209-11	Representation by Corporations Regarding Delinquent Tax Liability or a Felony Conviction under any Federal Law	FEB 2016
52.219-1 Alt I	Small Business Program Representations (Sept 2015) Alternate I	SEP 2015
52.222-22	Previous Contracts And Compliance Reports	FEB 1999
52.222-25	Affirmative Action Compliance	APR 1984
52.222-38	Compliance With Veterans' Employment Reporting Requirements	FEB 2016
252.204-7007	Alternate A, Annual Representations and Certifications	DEC 2019
252.204-7008	Compliance With Safeguarding Covered Defense Information Controls	OCT 2016
252.247-7022	Representation of Extent of Transportation by Sea.	JUN 2019

Section L - Instructions, Conditions and Notices to Bidders

SECTION L**L.1 INSTRUCTIONS TO OFFEROR**

(a) Proposal is due at the Facilities Engineering & Acquisition Division (FEAD) by 2:00 PM EST on 08 May 2020. Proposal shall include signed Standard Form 33, completed Section B (Schedule), and J-0200000-07 Exhibit Line Item Numbers. A bid bond **is not required** (this is maintenance work subject to Service Contract Act labor provisions).

(b) **Emailed submissions are acceptable and may be sent** to Carmen Napoli at carmen.napoli@navy.mil.

(c) Proposals may also be either hand delivered or mailed to the following address:

NAVFAC MIDLANT, PWD Philadelphia
Facilities Engineering and Acquisition Division
Attention: Carmen Napoli
4921 S. Broad Street
Philadelphia, PA 19112

For hand carried proposal, offeror is responsible for ensuring that whoever delivers the proposal on the offeror's behalf has the necessary station access credentials to deliver the proposal unescorted to the location identified above prior to the time set for the receipt of offers. Delivery personnel without the proper station access credentials may be turned away at the gate. A proposal tendered by a Commercial Carrier (e.g., Federal Express, United Parcel Service, DHL, etc.) are considered hand carried offers.

(d) Offeror shall affix their names and return addresses in the upper left corner of the offeror's envelope. Envelopes containing offers must be sealed. The outermost envelope or wrapper of offer shall clearly identify the Solicitation number and the date and time offer is due.

L.2 BASIS FOR AWARD

1. The Government reserves the right to eliminate from consideration for award any or all offers at any time prior to award of the contract; to negotiate with offerors in the competitive range; and to award the contract to the offeror submitting the lowest priced, technically acceptable offer.

2. As stated in the solicitation, the Government intends to evaluate proposals and award a contract without discussions with offerors (except clarifications as described in FAR 15.306(a)). The Government reserves the right to conduct discussions if the Contracting Officer later determines them to be necessary. In addition, if the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

3. The LPTA process is selected as appropriate for this acquisition because the best value is expected to result from selection of the technically acceptable proposal with the lowest evaluated price.

4. An overall non-price factors rating must be at least "ACCEPTABLE" in order to be eligible for award. An "UNACCEPTABLE" rating in any factor results in the overall non-price factors proposal being rated "UNACCEPTABLE" unless corrected through discussions. An overall non-price factors rating of "UNACCEPTABLE" makes a proposal ineligible for award.

5. The number of proposals to be evaluated for technical acceptability may be limited to the five lowest priced offers at the discretion of the contracting officer. If the number of proposals to be evaluated is limited, technical proposals shall be provided to the evaluator(s) without any identification of prices or any rank order of prices. If no proposals

are found to be technically acceptable within the first group of proposals, then the process described will be conducted again as many times as necessary, until such time as the Government identifies a technically acceptable proposal. If the contracting officer later determines that discussions are necessary, the procedures in FAR 15.306 shall be followed.

NOTE: Offerors MUST be evaluated as technically ACCEPTABLE under factors 1, 2, 3 and 4 in order to be considered technically acceptable overall.

The relative order of importance of the non-price evaluation factors when combined are of equal importance to past performance.

All Offerors shall register in the System for Award Management (SAM) or be migrated into SAM from the Central Contractor Registration (CCR) database in order to be eligible for award. SAM means the primary Government repository for prospective federal awardee information and the centralized Government system for certain contracting, grants, and other assistance related processes.

L.3 PROPOSAL REQUIREMENTS.

The technical proposal and the price/cost proposal shall be submitted in separate volumes. The technical proposal shall not contain any cost/pricing information, except for salary information provided on resumes. The technical proposal presented by the offeror to whom the award is made will be incorporated into the contract at time of award.

(a) The offeror shall submit the following information:

(1) One (1) completed signed solicitation packages (SF33 & Amendments, if applicable), and cost/prices in Section B and any accompanying exhibits (A – E).

(2) Submit one original and one copy of the technical proposal.

(b) TECHNICAL PROPOSAL. Each technical proposal shall be precise, detailed, and complete as to clearly and fully demonstrate a thorough knowledge and understanding of the requirements. As a minimum, the proposal must contain sufficient detail so that it may be evaluated in accordance with the EVALUATION FACTORS provision, Section M. The technical proposal shall be in 8-1/2 x 11 format, font size 12, limited to 75 pages, inclusive of all charts, resumes, forms and other documentation responsive to the solicitation requirements. Price proposals are not part of the 75 page limitation. Technical proposal shall be submitted in three-ring binders, with a cover page including name of prime contractor, DUNS numbers for prime, address, phone, email and fax numbers, contract number and point of contact. The offeror shall outline the general plan of work and methods to be employed, describing each work task at the level necessary to convey a complete understanding of the proposed approach to the reviewer. Accordingly, the offeror shall provide a narrative description that addresses each of the following four technical factors:

- Factor 1 – Technical Approach/Management
- Factor 2 – Corporate Experience
- Factor 3 – Past Performance
- Factor 4 – Safety

The distinction between corporate experience and past performance is corporate experience pertains to the types of work and volume of work completed by a contractor that are comparable to the types of work covered by this requirement, in terms of size, scope, and complexity. Past performance pertains to both the relevance of recent efforts and how well a contractor has performed on the contracts.

(c) PRICE/COST PROPOSAL. (1) Solicitation Submittal Requirements: Offerors shall submit an original and one copy of the price proposal in a separate three ring binder. No part of the technical proposal should be a part of this submission. The sum of all CLIN prices set out in Section B, CLINs 0001 through 0010, will equal the sum of all ELINS set out in Section J (J-0200000-07) of the solicitation. Also included in the binders should be the signed SF33, and amendments. The price proposal shall be submitted at the same time as the technical proposal. In

addition to providing a hard copy of the price proposals, offerors shall also provide one (1) non-rewritable CD with pricing information. Offerors are advised that in the event of a discrepancy between pricing information contained on the CD and the hard copy, the hard copy will govern. Note that in the event there is a difference between the hard copy and the electronic version of the price proposal, the hard copy will govern. In addition, if there is a difference between a unit price and extended total, the unit price will govern and the total will be recomputed accordingly.

Provide backup documentation with your proposal (inclusive of all labor, travel, materials/other direct costs (ODCs), and all associated costs including but not limited to: labor, material, equipment, OH, profit etc.) to substantiate your proposal amount. Offerors are advised that in the event of a discrepancy between pricing information contained on the CD and the hard copy, the hard copy will govern.

(1) Offers are solicited on an “all or none” basis and FAR 52.215-1, INSTRUCTIONS TO OFFERORS-COMPETITIVE ACQUISITION (JAN 2017)” in Section L, is hereby modified. Failure to submit offers for all line items listed shall be cause for rejection of the offer.

(End of clause)

(1) Factor 1, Technical Approach/Management

(i) Solicitation Submittal Requirements: The offeror shall submit a narrative response that clearly demonstrates its understanding of and approach to accomplishing the complexity and magnitude of service requirements set forth in the performance objectives and standards of the Performance Work Statement. Each of the topics below must be included in the narrative and tabbed in the technical proposal and discussed separately.

a. Phase-In Transition Plan. Describe what you will do to “start-up” for performance of this contract. The phase-in transition period is 30 days. Include a schedule of key events from contract award until contract

b. Workforce Management. Describe the lines of management authority, supervision, span of control and accountability, including the relationship between overall management (corporate and on-site), administration, and subcontractors. Provide an Organization chart of your proposed organization and workforce project management plan including overall level of effort identifying direct labor hours by trade assigned to major tasks in the proposed project plan. Provide a short rationale for the direct labor hours consistent with Factor 1, Technical Approach above. The Offeror shall indicate number of productive hours per week or year for each full time and part time employee.

c. Safety and Security. Describe procedures to ensure compliance with environmental, safety and security requirements. Include a summary of the anticipated safety plan.

d. In addition to addressing the above elements, the offeror shall also address the following with specific information:

Spec Item	Questions for Facility Investment, Specification 1502000
1.1	Describe your general maintenance strategy to meet the FI sub-annex requirements. What are the perceived high risk areas?
2.2.1, 2.3	What is your plan to ensure personnel have the necessary training and certification to accomplish the specialty work requirements specified in this Sub-Annex? How do you propose to ensure this training and certification is maintained current?
3.1	Explain how your PM program incorporates an optimized approach to maintain operational status of storm drain inlets.

(2) Factor 2, Corporate Experience:

(i) Solicitation Submittal Requirements: Offerors shall provide information on at least two (2) up to a maximum of five (5) Vertical Transportation Equipment (VTE) Maintenance and Repair service contract performed (as prime contractor) within the past five (5) years, including current (on-going) contracts. Contracts should be similar in size, scope and complexity to the current requirement. Include a short description of the work performance, contract number, title, location of work and a list of clients and points of contact on individual contracts with accurate telephone numbers. Offerors may include past experience information regarding predecessor companies and key personnel who have relevant experience and subcontractors that will perform major or critical aspects of the requirement. However, the prime contractor will not be found acceptable on the basis of the subcontractor's experience only. As noted above, the offeror shall be the prime contractor on at least two (2) contracts of similar size, scope, complexity, context and relevancy as the current requirement. Offerors shall provide experience information using forms in Section J. Offerors are responsible for ensuring points of contact and phone numbers are current and correct.

(3) Factor 3: Past Performance

(i) Solicitation Submittal Requirements:

Offerors shall clearly demonstrate a history of successful performance within the past five (5) years. The offeror shall be the prime contractor on a maximum of five (5) contracts (including current/on-going contracts) of similar size, scope, complexity, context and relevancy to the RFP. The prime contractor will not be found acceptable on the basis of the subcontractor's experience only.

Submit a minimum of two (2) and a maximum of five (5) relevant Past Performance Questionnaires (Attachment C of the solicitation) for condenser water cooling system maintenance and repair services for both scheduled and emergency type services that best demonstrates your experience on relevant contracts and/or task orders that are similar in size, scope, and complexity to the RFP.

IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE PROPOSAL. IF THERE IS NOT A COMPLETED CPARS EVALUATION, the Past Performance Questionnaire (PPQ) included in the solicitation is provided for the offeror or its team members to submit to the client for each project the offeror includes in its proposal for Factor 1, Technical Approach. AN OFFEROR SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS IS AVAILABLE.

IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your proposal. If the offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ (Attachment C), which will provide contract and client information for the respective contract(s). Offerors should follow-up with clients/references to ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Government's point of contact Mr. Carmen Napoli via email at carmen.napoli@navy.mil prior to proposal closing date. Offerors shall not incorporate by reference into their proposal PPQs or CPARS previously submitted for other RFPs. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation. Offerors may also include performance recognition documents received within the last five (5) years such as awards, award fee determinations, customer letters of commendation, and any other forms of performance recognition.

In addition to the above, the Government may review any other sources of information for evaluating past performance. Other sources may include, but are not limited to, past performance information retrieved through the Past Performance Information Retrieval System (PPIRS) using all CAGE/DUNS numbers of team members (partnership, joint venture, teaming arrangement, or parent company/subsidiary/affiliate) identified in the offeror's proposal, inquiries of owner representative(s), Federal Awardee Performance and Integrity Information System

(FAPIS), Electronic Subcontract Reporting System (eSRS), and any other known sources not provided by the offeror.

While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror.

A copy of the blank Past Performance Questionnaire to be used for requesting client references is included as Attachment C.

(4) Factor 4 Safety:

(i) Solicitation Submittal Requirements: The Offeror shall submit the following information: (For a partnership or joint venture, the following submittal requirements are required for **each** contractor who is part of the partnership or joint venture; however, only one safety narrative is required. EMR and DART Rates shall not be submitted for subcontractors.)

(1) Experience Modification Rate (EMR): For the **three** (2016, 2017 and 2018) previous complete calendar years, submit your EMR (which compares your company's annual losses in insurance claims against its policy premiums over a **three** year period). If you have no EMR, affirmatively state so, and explain why. Any extenuating circumstances that affected the EMR and upward or downward trends should be addressed as part of this element. Lower EMRs will be given greater weight in the evaluation.

(2) OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate: For the **three** (2016, 2017 and 2018) previous complete calendar years, submit your OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate, as defined by the U.S. Department of Labor, Occupational Safety and Health Administration. If you cannot submit an OSHA DART Rate, affirmatively state so, and explain why. Any extenuating circumstances that affected the OSHA DART Rate data and upward or downward trends should be addressed as part of this element. Lower OSHA DART Rates will be given greater weight in the evaluation.

(3) Technical Approach for Safety: Describe the plan that the Offeror will implement to evaluate safety performance of potential subcontractors, as a part of the selection process for all levels of subcontractors. Also, describe any innovative methods that the Offeror will employ to ensure and monitor safe work practices at all subcontractor levels. The Safety Narrative shall be limited to two pages.

CLAUSES INCORPORATED BY REFERENCE

52.204-7	System for Award Management	OCT 2018
52.237-1	Site Visit	APR 1984
52.245-1 Alt I	Government Property (JAN 2017) Alternate I	APR 2012
252.215-7008	Only One Offer	JUL 2019

CLAUSES INCORPORATED BY FULL TEXT

52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a Firm Fixed-Price contract resulting from this solicitation.

(End of provision)

52.233-2 SERVICE OF PROTEST (SEP 2006)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from

NAVFAC Mid-Atlantic PWD Pennsylvania
4921 S. Broad Street
Philadelphia, Pa 19112

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<https://www.acquisition.gov>

(End of provision)

Section M - Evaluation Factors for Award

SECTION M

The Government will select the lowest-price technically acceptable offer at a reasonable cost to the Government.

The following will be used as a guide in rating the overall technical acceptability of each reviewed proposal:

Table 1. Technical Acceptable/Unacceptable Ratings	
Rating	Description
Acceptable (A)	Proposal clearly meets the minimum requirements of the solicitation.
Unacceptable (U)	Proposal does not clearly meet the minimum requirements of the solicitation.

1. The solicitation requires the evaluation of price and the following non-price factors:

- Factor 1 – Technical Approach/Management
- Factor 2 – Corporate Experience
- Factor 3 – Past Performance
- Factor 4 – Safety

The distinction between corporate experience and past performance is corporate experience pertains to the types of work and volume of work completed by a contractor that are comparable to the types of work covered by this requirement, in terms of size, scope, and complexity. Past performance pertains to both the relevance of recent efforts and how well a contractor has performed on the contracts.

2. Basis of Evaluation and Submittal Requirements for Each Factor.

(a) Price:

(1) Solicitation Submittal Requirements: Offerors shall submit an original and one copy of the price proposal in a separate three ring binder. No part of the technical proposal should be a part of this submission. The sum of all CLIN prices set out in Section B, CLINs 0001 through 0010, will equal the sum of all ELINS set out in Section J (J-0200000-6) of the solicitation. Also included in the binders should be the signed SF33 and amendments. The price proposal shall be submitted at the same time as the technical proposal. In addition to providing a hard copy of the price proposals, offerors shall also provide one (1) non-rewritable CD with pricing information. Offerors are advised that in the event of a discrepancy between pricing information contained on the CD and the hard copy, the hard copy will govern. Note that in the event there is a difference between the hard copy and the electronic version of the price proposal, the hard copy will govern. In addition, if there is a difference between a unit price and extended total, the unit price will govern and the total will be recomputed accordingly.

Provide backup documentation with your proposal (inclusive of all labor, travel, materials/other direct costs (ODCs), and all associated costs including but not limited to: labor, material, equipment, OH, profit etc.) to substantiate your proposal amount. Offerors are advised that in the event of a discrepancy between pricing information contained on the CD and the hard copy, the hard copy will govern.

Offers are solicited on an “all or none” basis and FAR 52.215-1, INSTRUCTIONS TO OFFERORS-COMPETITIVE ACQUISITION (JAN 2017)” in Section L, is hereby modified. Failure to submit offers for all line items listed shall be cause for rejection of the offer.

(2) Basis of Evaluation: The Government will evaluate price based on the total price. Total price consists of the basic requirements and all option items (see Section C of the solicitation). The Government intends to evaluate all options and has included the provision FAR 52.217-5, Evaluation of Options (JUL 1990) in Section M of the solicitation. In accordance with FAR 52.217-5, Evaluation of Options will not obligate the Government to exercise the option(s). Analysis will be performed by one or more of the following techniques to ensure a fair and reasonable price:

- (i) Comparison of proposed prices received in response to the RFP.
- (ii) Comparison of proposed prices with the IGE.
- (iii) Comparison of proposed prices with available historical information.
- (iv) Comparison of market survey results.

(b) Technical Factors:

(1) Factor 1, Technical Approach/Management:

(i) Solicitation Submittal Requirements: The offeror shall submit a narrative response that clearly demonstrates its understanding of and approach to accomplishing the complexity and magnitude of service requirements set forth in the performance objectives and standards of the Performance Work Statement. Each of the topics below must be included in the narrative and tabbed in the technical proposal and discussed separately.

a. Phase-In Transition Plan. Describe what you will do to “start-up” for performance of this contract. The phase-in transition period is 30 days. Include a schedule of key events from contract award until contract

b. Workforce Management. Describe the lines of management authority, supervision, span of control and accountability, including the relationship between overall management (corporate and on-site), administration, and subcontractors. Provide an Organization chart of your proposed organization and workforce project management plan including overall level of effort identifying direct labor hours by trade assigned to major tasks in the proposed project plan. Provide a short rationale for the direct labor hours consistent with Factor 1, Technical Approach above. The Offeror shall indicate number of productive hours per week or year for each full time and part time employee.

c. Safety and Security. Describe procedures to ensure compliance with environmental, safety and security requirements. Include a summary of the anticipated safety plan.

d. In addition to addressing the above elements, the offeror shall also address the following with specific information:

Spec Item	Questions for Facility Investment, Specification 1502000
1.1	Describe your general maintenance strategy to meet the FI sub-annex requirements. What are the perceived high risk areas?
2.2.1, 2.3	What is your plan to ensure personnel have the necessary training and certification to accomplish the specialty work requirements specified in this Sub-Annex? How do you propose to ensure this training and certification is maintained current?
3.1	Explain how your PM program incorporates an optimized approach to maintain operational status of storm drain inlets.

(ii) Basis of Evaluation: The follow will be used as a guide in rating the technical factors:

Table A-1. Technical Acceptable/Unacceptable Rating Method	
Adjectival Rating	Description
Acceptable (A)	Proposal meets the minimum requirements of the solicitation.

Unacceptable (U)	Proposal does not meet the minimum requirements of the solicitation.
------------------	--

Proposal that do not address each topic to provide required and complete information will be rated UNACCEPTABLE

****NOTE**: ALL TOPICS AND SUBTOPIC SPEC ITEM QUESTIONS SHALL BE ADDRESSED IN FACTOR 1. PROPOSALS THAT DO NOT ADDRESS EACH TOPIC AND SUBTOPIC SPEC ITEM QUESTIONS WILL BE RATED UNACCEPTABLE.**

(2) Factor 2, Corporate Experience:

(i) Solicitation Submittal Requirements: Offerors shall provide information on at least two (2) up to a maximum of five (5) Vertical Transportation Equipment (VTE) Maintenance and Repair service contract performed (as prime contractor) within the past five (5) years, including current (on-going) contracts. Contracts should be similar in size, scope and complexity to the current requirement. Include a short description of the work performance, contract number, title, location of work and a list of clients and points of contact on individual contracts with accurate telephone numbers. Offerors may include past experience information regarding predecessor companies and key personnel who have relevant experience and subcontractors that will perform major or critical aspects of the requirement. However, the prime contractor will not be found acceptable on the basis of the subcontractor's experience only. As noted above, the offeror shall be the prime contractor on at least two (2) contracts of similar size, scope, complexity, context and relevancy as the current requirement. Offerors shall provide experience information using forms in Section J. Offerors are responsible for ensuring points of contact and phone numbers are current and correct.

(ii) Basis of Evaluation: The following will be used as a guide in rating the Corporate Experience of each proposal:

Table A-1. Technical Acceptable/Unacceptable Rating Method	
Adjectival Rating	Description
Acceptable (A)	Proposal meets the minimum requirements of the solicitation.
Unacceptable (U)	Proposal does not meet the minimum requirements of the solicitation.

Proposal that do not address each topic to provide required and complete information will be rated UNACCEPTABLE

(3) Factor 3, PAST PERFORMANCE:

(i) Solicitation Submittal Requirements:

Offerors shall clearly demonstrate a history of successful performance within the past five (5) years. The offeror shall be the prime contractor on a maximum of five (5) contracts (including current/on-going contracts) of similar size, scope, complexity, context and relevancy to the RFP. The prime contractor will not be found acceptable on the basis of the subcontractor's experience only.

Submit a minimum of two (2) and a maximum of five (5) relevant Past Performance Questionnaires (Attachment C of the solicitation) for VTE maintenance and repair services for both scheduled and emergency type services that best demonstrates your experience on relevant contracts and/or task orders that are similar in size, scope, and complexity to the RFP.

IF A COMPLETED CPARS EVALUATION IS AVAILABLE, IT SHALL BE SUBMITTED WITH THE PROPOSAL. IF THERE IS NOT A COMPLETED CPARS EVALUATION, the Past Performance Questionnaire (PPQ) included in the solicitation is provided for the offeror or its team members to submit to the client for each project the offeror includes in its proposal for Factor 1, Technical Approach. AN OFFEROR SHALL NOT SUBMIT A PPQ WHEN A COMPLETED CPARS IS AVAILABLE.

IF A CPARS EVALUATION IS NOT AVAILABLE, ensure correct phone numbers and email addresses are provided for the client point of contact. Completed PPQs should be submitted with your proposal. If the offeror is unable to obtain a completed PPQ from a client for a project(s) before proposal closing date, the offeror should complete and submit with the proposal the first page of the PPQ (Attachment C), which will provide contract and client information for the respective contract(s). Offerors should follow-up with clients/references to ensure timely submittal of questionnaires. If the client requests, questionnaires may be submitted directly to the Government's point of contact Mr. Carmen Napoli via email at carmen.napoli@navy.mil prior to proposal closing date. Offerors shall not incorporate by reference into their proposal PPQs or CPARS previously submitted for other RFPs. However, this does not preclude the Government from utilizing previously submitted PPQ information in the past performance evaluation. Offerors may also include performance recognition documents received within the last five (5) years such as awards, award fee determinations, customer letters of commendation, and any other forms of performance recognition.

In addition to the above, the Government may review any other sources of information for evaluating past performance. Other sources may include, but are not limited to, past performance information retrieved through the Past Performance Information Retrieval System (PPIRS) using all CAGE/DUNS numbers of team members (partnership, joint venture, teaming arrangement, or parent company/subsidiary/affiliate) identified in the offeror's proposal, inquiries of owner representative(s), Federal Awardee Performance and Integrity Information System (FAPIS), Electronic Subcontract Reporting System (eSRS), and any other known sources not provided by the offeror.

While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror.

A copy of the blank Past Performance Questionnaire to be used for requesting client references is included as an attachment in Section J.

(ii) Basis of Evaluation:

The degree to which past performance evaluations and all other past performance information reviewed by the Government (i.e., PPIRS, Federal Awardee Performance and Integrity Information System (FAPIS), Electronic Subcontract Reporting System (eSRS), performance recognition documents and information obtained from any other source) reflect a trend of satisfactory performance considering:

- A pattern of successful completion of tasks;
- A pattern of deliverables that are timely and of good quality;
- A pattern of cooperativeness and teamwork with the Government at all levels (task managers, contracting officers, auditors, etc.);
- Recency of tasks performed that are identical to, similar to, or related to the task at hand; and
- A respect for stewardship of Government funds

The following will be used as a guide in rating the overall Past Performance acceptability of each proposal:

Table 2. Past Performance Evaluation Ratings

Rating	Description
Acceptable (A)	Based on the offeror's performance record, the Government has a reasonable expectation that the offeror will successfully perform the required effort, or the offeror's performance record is unknown. (See note below.)
Unacceptable (U)	Based on the offeror's performance record, the Government has no reasonable expectation that the offeror will be able to successfully perform the required effort.

Note: In the case of an offeror without a record of relevant past performance or for whom information on past performance is not available or so sparse that no meaningful past performance rating can be reasonably assigned, the offeror may not be evaluated favorably or unfavorably on past performance (see FAR 15.305(a)(2)(iv)). Therefore, the offeror shall be determined to have unknown past performance. In the context of acceptability/unacceptability "unknown" shall be considered "acceptable".

Proposals that fail to provide required and complete information will be rated UNACCEPTABLE.

(4) Factor 4, SAFETY:

(i) Solicitation Submittal Requirements: The Offeror shall submit the following information: (For a partnership or joint venture, the following submittal requirements are required for each contractor who is part of the partnership or joint venture; however, only one safety narrative is required. EMR and DART Rates shall not be submitted for subcontractors.)

(1) Experience Modification Rate (EMR): For the three previous complete calendar years' worth of data. This rate compares company's annual losses in insurance claims against its policy premiums. The offeror may submit an insurance company-provided equivalent rate if no EMR exists. If the offeror has no EMR or premium, for any year, affirmatively state so and explain why. Any extenuating circumstances that affect the EMR and upward or downward trends should be addressed as part of this element. Lower EMRs will be given greater weight in the evaluation.

(2) OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate: For the **three** previous complete calendar years, submit your OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate, as defined by the U.S. Department of Labor, Occupational Safety and Health Administration. If you cannot submit an OSHA DART Rate, affirmatively state so, and explain why. Any extenuating circumstances that affected the OSHA DART Rate data and upward or downward trends should be addressed as part of this element. Lower OSHA DART Rates will be given greater weight in the evaluation.

(3) Technical Approach for Safety: Describe the plan that the Offeror will implement to evaluate safety performance of potential subcontractors, as a part of the selection process for all levels of subcontractors. Also, describe any innovative methods that the Offeror will employ to ensure and monitor safe work practices at all subcontractor levels. The Safety Narrative shall be limited to two pages.

(ii) Basis of Evaluation: The Government is seeking to determine that the Offeror has consistently demonstrated a commitment to safety and the Offeror plans to properly manage and implement safety procedures for itself and its subcontractors. The Government will evaluate the Offerors's overall safety record, the Offeror's plan to select and monitor subcontractors and any innovative safety methods that the Offeror plans to implement for this procurement. The Government's sources of information for evaluating safety may include, but are not limited to, OSHA, NAVFAC's Facility Accident and Incident Reporting (FAIR) database, and their related databases. While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete safety information regarding these submittal requirements rests with the offeror.

The evaluation will collectively consider the following:

- Experience Modification Rate (EMR)
- OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate
- Offeror Technical Approach to Safety

- Other sources of information available to the Government

(1) Experience Modification Rate (EMR): For the three previous complete calendar years the offeror will submit EMR. If no EMR exists, the offeror may submit an insurance company-provided equivalent rate explaining why not. If an insurance company-provided equivalent rate is provided, it will be treated the same as an EMR. Any extenuating circumstances that affected the EMR and negative trends should be addressed as part of this selection factor. The board will evaluate the EMR to determine if the Offeror has demonstrated a history of safe work practices taking into account any negative trends and extenuating circumstances that impact the rating.

(2) OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) and Total Recordable Case (TRC) Rates: For the three previous complete calendar years, the offeror will submit their OSHA DART and TRC, as defined by the U.S. Department of Labor, Occupational Safety and Health Administration. If unable to submit OSHA DART and TRC rates, affirmatively state so, and an explanation must be provided. Any extenuating circumstances that affected the OSHA DART and TRC rate data and negative trends should be addressed as part of this element. The board will evaluate the OSHA DART and TRC rates to determine if the Offeror has demonstrated a history of safe work practices taking into account any upward trends and extenuating circumstances that impact rates.

(3) Technical Approach to Safety: The offeror will describe their plan to evaluate their safety performance and that of potential subcontractors. Also, describe any innovative methods that the Offeror will employ to ensure and monitor safe work practices at all subcontractor levels. The Safety Narrative shall be limited to two pages. The board will evaluate the narrative to determine the degree to which subcontractor safety performance will be considered in the selection of all levels of subcontractors on the upcoming project. The board will evaluate the narrative to determine the degree to which innovations are being proposed that may enhance safety on this procurement and validate the contractor has addressed methodology to be used in the execution of an effective program that facilitates sound mishap prevention techniques/processes, employee reporting of unsafe conditions, unsafe activities, and near-miss mishaps. Those Offerors whose plan demonstrates a commitment to hire subcontractors with a culture of safety and who propose innovative methods to enhance a safe working environment may be given greater weight in the evaluation.

(4) Other Sources of Information Available to the Government: Other sources for safety may include but are not limited to OSHA data, NAVFAC's Contractor Incident Reporting System (CIRS) in Enterprise Safety Applications Management System (ESAMS), Contractor Performance Assessment Reporting System (CPARS) and other related databases.

Table 1. Technical Acceptable/Unacceptable Ratings	
Rating	Description
Acceptable (A)	Proposal clearly meets the minimum requirements of the solicitation.
Unacceptable (U)	Proposal does not clearly meet the minimum requirements of the solicitation.

CLAUSES INCORPORATED BY FULL TEXT

52.217-5 EVALUATION OF OPTIONS (JUL 1990)

Except when it is determined in accordance with FAR 17.206(b) not to be in the Government's best interests, the Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. Evaluation of options will not obligate the Government to exercise the option(s).

(End of provision)