

DESCRIPTION/PWS

Squad Ops Building

PART 1

General Information

CHANGES MADE FOR VERSION 2 IS AS FOLLOWS: Objectives section 1.3 has been edited to reflect changes to project 159 CCTV Upgrade FY18. Edited portion is indicated by line through portions of objectives that will no longer be included in Performance Work Statement.

1. **GENERAL:** The work consists of furnishing all professional services, tools, labor, equipment, materials and travel required to install, update and integrate Intrusion Detection Equipment (IDE), Closed Caption Television (CCTV), and an Automated Access Control System (AECS) for the 159th Security Forces Squadron. Changes and/or modifications must have prior approval from the Contracting Officer (KO). The Contractor is responsible for any damages caused to government facilities. The Contractor is responsible for ensuring proper documentation is received for personnel and vehicle passes in time to avoid any delay in project start of performance. This includes personnel attainment of contractor badges and proper advance notification to an Air Force Security Forces Squadron representative for scheduling of escort. A Govt. escort will be required at the Alert facility at all times.

1.1 Description of Services/Introduction: The contractor shall provide installation and integration of all IDE, AECS and CCTV equipment as described in this Performance Work Statement (PWS). All work on this project is to be performed at NAS JRB New Orleans (LA ANG), New Orleans, LA 70143.

1.2 Background: The 159 FW is installing new IDS/CCTV equipment in the Squad Ops building.

1.3 Objectives: To install and integrate an IDS/CCTV system with the current government furnished IDS system used by the 159 Security Forces Squadron.

- The 159th SFS is seeking to install IDS/CCTV system in the new Squad Ops building.
 - The contractor will provide and install a USAF approved PL-3 IDS for the Command Post.
 - Including an Advantior IG2 FIPS PL-3 Compliant Communications processor with ITK keypad
 - Sensors as depicted on the plan sheets included.
 - Provide and install an ICD705 compliant Intrusion Detection for the SAPF Area
 - Provide and install CCTV to be integrate with Advantior VMS to include:
 - Four fixed cameras
 - One PTZ camera
 - Relocate Command Post Video Wall Server
 - Provide and install Video Wall Server at Ops Desk
 - Perform turnkey installation of all components
 - Perform Contractor Field Testing and commission system in service.

1.4 Scope: The Contractor shall provide all necessary materials to complete service to include but not limited to additional tools as needed. Contractor shall provide manufacturer, model number and specifications on materials prior to installation for approval. The Contractor shall provide all equipment necessary to complete service to include but not limited to ladders, man lifts, safety harnesses, scaffolding, and any relevant equipment.

1. Protection of Human Health and the Environment: It is intended that land resources within the project boundaries be preserved or restored to a condition that appears natural and is protective of human health and the environment. To meet that goal the contractor is responsible for conforming to the procedures listed below.

2. In the event the Contractor brings any hazardous material on to NAS JRB New Orleans (LA ANG), the contractor shall notify the KO of the approximate quantities of the material to be used on the project and will supply a Material Safety Data Sheet (MSDS) of those materials in English. No hazardous material can be stored on base. Area must be properly clean on a daily basis.

3. The Contractor shall be responsible for maintaining the work site to prevent the spread of contamination, provide for the safety of all individuals in the vicinity of the work site areas, and prevent the release of any contaminants to the environment. Any tanks or drum containers used by the Contractor on NAS JRB New Orleans (LA ANG) to store hazardous materials including petroleum products will be stored within secondary containment structures capable of holding a volume of 110% of the largest container.

4. The Contractor shall comply with all applicable U.S. Air Force, Federal, and State environmental statutes and regulations.

5. All mud, dirt, debris, foreign objects, trash, or spills (including Sub- Contractors and suppliers) on a street or parking lot, used as access to the work site or staging area shall be cleaned off the same day or as soon as practicable or requested by the KO.

6. The Contractor shall immediately report to the KO to discuss any issues or incidents which may indicate potential imminent risk to contracted, federal, or local personnel, the public at large or the environment. Following the notification the Contractor shall be available to the KO for instructions regarding remediation of the release. Contractor should be aware of "you spill, you dig" policies related to working on LA Air National Guard real estate and be prepared to respond to a release caused by the Contractor's personnel.

7. To report a release or spill, contact the KO as soon as possible.
Report the following:

- a) Your name, location, organization and telephone number
- b) Name/address of the party responsible for the incident
- c) Date and time of the incident
- d) Location of the incident
- e) Sources and cause of the release or spill
- f) Types of material(s) released or spilled
- g) Quantity of material(s) released or spilled
- h) Danger or threat posed by the release or spill
- i) Number and types of injuries (if any)

8. In general, for each facet of construction, the Contractor shall submit Material samples and related calculations to the KO for approval a minimum of ten calendar days prior to procurement and placement of that particular material and construction respectively. This is to preclude approval of a completed design package preceding construction placement thereby completing delivery orders expeditiously. Upon review by the Government the submittal along with any comments will be returned to the Contractor within 10 calendar days. Upon final approval the Contractor shall commence with the procurement and construction activity accordingly.

9. The Contractor will submit a Plan/Schedule that includes minimal milestones detailing various stages of construction and phasing, lead time of new materials and installation to the Government for review prior to performing the associated work. Weekly updates shall be provided to the KO.

10. The contractor will submit a line item cost proposal to include each item of work listed in the SOW. The cost proposal shall also have individual line items for overhead, profit, insurance, mobilization, and other associated fees.

11. All material and articles requiring approval, as contemplated by the Materials and workmanship clause, shall be submitted by the Contractor using the AF Form 3000, or automated equivalent. Any material used without or before Government approval is subject to removal, at no cost, if directed by the KO.

12. Submittals are required for all related material and equipment that the Contractor intends to use for this project. The Contractor shall prepare and submit a material and equipment listing of any items procured locally for project requirements. Specific items on the listing shall be selected for inspection. This does not include manufacturer recommended equipment and materials. Utilization of any parts and materials for this project will be at Contractor risk if there is no prior submittal approved for such items and materials. The US Air Force obtains the right to stop the Contractor and request the removal of any equipment and/or material utilized without prior approval by the USAF technical representatives.

13. The Office of the Assistant Secretary of the Army (Manpower & Reserve Affairs) operates and maintains a secure Army data collection site where the Contractor shall report ALL Contractor manpower (including subcontractor manpower) required for performance of this contract. The Contractor shall completely fill in all the information in the format using the following web address <https://Contractormanpower.army.pentagon.mil>. The required information includes: (1) Contracting Office, Contracting Officer, Contracting Officer's Technical Representative (COTR) or also known as the Contracting Officer's Representative (COR); (2) Contract number, including task and delivery order number; (3) Beginning and ending dates covered by reporting period; (4) Contractor's name, address, phone number, e-mail address, identity of Contractor employee entering data; (5) Estimated direct labor hours (including sub-Contractors); (6) Estimated direct labor dollars paid this reporting period (including sub-Contractors); (7) Total payments (including sub-Contractors); (8) Predominant Federal Service Code (FSC) reflecting services provided by Contractor (and separate predominant FSC for each sub-Contractor if different); (9) Estimated data collection cost; (10) Organizational title associated with the Unit Identification Code (UIC) for the Army Requiring Activity (the Army Requiring Activity is responsible for providing the Contractor with its UIC for the purposes of reporting this information); (11) Locations where Contractor and sub-Contractors perform the work (specified by zip code in the United States and nearest city, country, when in an overseas location, using standardized nomenclature provided on website); (12) Presence of deployment or contingency contract language; and (13) Number of Contractor and sub-Contractor employees deployed in theater this reporting period (by country). As part of its submission, the Contractor shall provide the estimated total cost (if any) incurred to comply with this reporting requirement. Reporting period shall be the period of performance not to exceed 12 months ending September 30 of each government fiscal year and must be reported by 31 October of each calendar year. Contractors may use a direct XML data transfer to the database server or fill in the fields on the website. The XML direct transfer is a format for transferring files from a Contractor's system to the secure website without the need for separate data entries for each required data element at the website. The specific formats for the XML direct transfer may be downloaded from the website

14. Do not dispose of rubbish and debris into any waste receptacle on NAS JRB New Orleans (LA ANG). Placement of a dumpster by the contractor at contractor's expense by will require approval from C.E. and at the direction of the Alert facility for position.

15. Do not allow accumulations of rubbish or debris in parking lots or on planted materials or grass.

16. Materials that cannot be removed daily shall be stored in areas specified by the Contracting Officer

17. Comply with federal, state, and local hauling and disposal regulations. The contractor shall haul waste from the LA ANG site to an appropriate disposal site. All debris will be removed from site (contractor is responsible for dump locations and fees).

18. Contractor is responsible for daily clean-up.

19. Contractor is responsible for repair cost incurred as a result of all damage to any facilities on LA ANG.

20. The use of burning at the project site for the disposal of refuse and debris will not be permitted.

21. The job site will be returned the same general condition that is was in prior to any construction done to the job site. To include, but not limited to re-sodding disturbed grass, removal of extra fill, removal of demolished building materials, etc.

1.5 Period of Performance: Period of Performance: Supply installation.

1.6.1 Quality Control: Key personnel listed in 1.6.11 will ensure standards

1.6.2 Quality Assurance: The government shall evaluate the contractor's performance under this contract. This attachment is the primary document that Key Personnel will use to ensure that the contractor has performed per specifications outlined. Any defects found will be corrected by the contractor at their expense (shipping included) and if not corrected, replaced by the contractor.

1.6.3 Recognized Holidays: Contractor is not required to work on any State or local holiday or Federal holiday as listed below:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

1.6.4 Hours of Operation: The contractor is responsible for delivering the wooden crates between the hours of 0700-1630 Tuesday thru Friday except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. For other than firm fixed price contracts, the contractor will not be reimbursed when the government facility is closed for the above reasons. The Contractor must at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the workforce are essential. Alternate Work Hours: If the Contractor desires to work another set of standard hours, such as five 8-hour days, submit written request five (5) workdays before the date desired to work the different standard. To work special hours or days such as to continue exterior painting until dark, request verbal approval from the Contracting Officer at least four days in advance.

The Government reserves the right to refuse these requests. However, they will usually be approved unless they negatively affect the base or the using activity. For example, the using activity may have difficulty paying overtime for escorts in controlled areas. In addition, work requiring inspector presence such as building erection may not be possible outside normal hours on short notice. Digging outside of normal hours will normally not be approved

1.6.5 Place of Performance: Work area is restricted to the Alert Facility. It is moderately congested. Building must remain in operation throughout construction. Contractor must coordinate with Building Manager and Project Manager before work commences. Access: Parking lots will be made available to the contractor by an agreed upon schedule.

NOTE: The Contractor shall be responsible for moving any furnishings and equipment.

1.6.6 Type of Contract: The government will award a firm, fixed price contract.

1.6.7 Security Requirements: A temporary access pass can be issued. All contractors shall undergo a background check and must fill SECNAV 5512-1 form.

The Prime Contractor and all Sub-Contractor shall be responsible for obtaining access to Naval Air Station Joint Reserve Base (NASJRB), by means of the Navy's Defense Biometric Identification System (DBIDS) as part of this new base access process, the Navy will issue to "Qualified Contractors" a DBIDS produced bar-coded, Paper Pass will be issued for Contractors who need access less than 179 to be renewed every thirty (30) days. Contractors who require access for longer than one-hundred seventy-nine (179) days will be issued a card. As part of this process, Contractors will still submit a completed form SECNAV 5512/1 (Dated: APR 2014) with two (2) forms of ID. In addition Contractor personnel will have a photo picture and finger printing. There will be no cost to enroll in DBIS. The process of enrollment takes approximately thirty (30) to sixty (60) minutes. **Installation will occur in a government secure area. Unauthorized use of cell phones, cameras, or other transmitting devices are strictly prohibited.** When on the installation contractor shall check in with Security Forces at Building 186 (Alert Facility)

before every work day. Contractors must visibly wear their badge at all time during working hours. Contractor cannot work without it. Badge must be placed above waist over working garments. If badge is misplaced or lost, please report it to Security Force at Building 186 (Alert Facility).

1.6.7.1 Physical Security: The contractor shall be responsible for safeguarding all government equipment, information and property

1.6.7.2 Key Control: N/A

1.6.7.3 Lock Combinations: N/A

1.6.8 Special Qualifications: N/A

1.6.9 Post Award Conference/Periodic Progress Meetings: The Contractor agrees to attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation Subpart 42.5. The contracting officer, Contracting Officers Representative (COR), and other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings the contracting officer will apprise the contractor of how the government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the government.

1.6.10 Contracting Officer Representative (COR): Deleted.

1.6.11 Key Personnel: The following personnel are considered key personnel by the government: TSgt Matthew Lee, (504) 391-8684. The contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the contractor when the manager is absent shall be designated in writing to the contracting officer. The contract manager or alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The contract manager or alternate shall be available between 0600-1530 Tuesday thru Friday except Federal holidays or when the government facility is closed for administrative reasons.

1.6.12 Identification of Contractor Employees: All contract personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed.

1.6.13 Contractor Travel: N/A

1.6.14 Other Direct Costs: N/A

1.6.15 Data Rights: The contractor will provide any requested drawings, schematics, or material lists to the 159th FW, POC TSgt Matthew Lee, and (504)391-8684 upon inspection and before payment.

PART 2 DEFINITIONS & ACRONYMS

2. DEFINITIONS AND ACRONYMS:

2.1. DEFINITIONS:

2.1.1. CONTRACTOR. A supplier or vendor awarded a contract to provide specific supplies or service to the government. The term used in this contract refers to the prime.

2.1.2. **CONTRACTING OFFICER.** A person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the government. Note: The only individual who can legally bind the government.

2.1.3. **CONTRACTING OFFICER'S REPRESENTATIVE (COR).** An employee of the U.S. Government appointed by the contracting officer to administer the contract. Such appointment shall be in writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

2.1.4. **DEFECTIVE SERVICE.** A service output that does not meet the standard of performance associated with the Performance Work Statement.

2.1.5. **DELIVERABLE.** Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

2.1.6. **KEY PERSONNEL.** Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the Key Personnel listed in the PWS. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

2.1.7. **PHYSICAL SECURITY.** Actions that prevent the loss or damage of Government property.

2.1.8. **QUALITY ASSURANCE.** The government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

2.1.9. **QUALITY ASSURANCE Surveillance Plan (QASP).** An organized written document specifying the surveillance methodology to be used for surveillance of contractor performance.

2.1.10. **QUALITY CONTROL.** All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

2.1.11. **SUBCONTRACTOR.** One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

2.1.12. **WORK DAY.** The number of hours per day the Contractor provides services in accordance with the contract.

2.1.12. **WORK WEEK.** Tuesday through Friday, unless specified otherwise.

2.2. ACRONYMS:

ACOR	Alternate Contracting Officer's Representative
AECS	Automated Entry Control System
AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
CCE	Contracting Center of Excellence
CCTV	Closed Caption Television
CFR	Code of Federal Regulations
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTR	Contracting Officer's Technical Representative
COTS	Commercial-Off-the-Shelf
DA	Department of the Army
DAP	Digital Audio Player

DD250	Department of Defense Form 250 (Receiving Report)
DD254	Department of Defense Contract Security Requirement List
DFARS	Defense Federal Acquisition Regulation Supplement
DMDC	Defense Manpower Data Center
DOD	Department of Defense
ESS	Electronic Security System
FAR	Federal Acquisition Regulation
FIU	Field Interface Unit
GFP	Government Furnished Property
GUI	Graphic User Interface
HIPAA	Health Insurance Portability and Accountability Act of 1996
IDE	Intrusion Detection Equipment
IDS	Intrusion Detection System
KO	Contracting Officer
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
PA	Public Address
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RTU	Remote Terminal Unit
TE	Technical Exhibit
VMS	Video Management System

PART 3 GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, AND SERVICES

3. GOVERNMENT FURNISHED ITEMS AND SERVICES:

- 3.1. Services: The Government will provide escorts within the work site area
- 3.2 Facilities: The contractor will not require the use of any government facilities.
- 3.3 Utilities: The Government will not provide any equipment to the contractor.
- 3.4 Equipment: The Government will not provide any equipment to the contractor.
- 3.5 Materials: The Government will not provide any materials to the contractor.

PART 4 CONTRACTOR FURNISHED ITEMS AND SERVICES

4. CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES:

4.1 General: The Contractor shall furnish all supplies, equipment, facilities and services required to perform work under this contract that are not listed within this PWS.

4.2. Secret Facility Clearance: N/A

4.3. Materials: The Contractor shall provide all experienced personnel, drawings, equipment and materials.

4.4. Equipment: The Contractor will provide his own equipment.

PART 5 SPECIFIC TASKS

5. SPECIFIC TASKS:

5.1. Basic Services. The contractor shall provide the services necessary for delivery, installation and function of the security System.

5.2. Task Heading. as depicted.

5.3. Government Responsibilities: The 159 FW will also escort (if required) the contractor through the work sites and Belle Chasse NASJRB front gate, when manning allows.

5.4. Contractor Responsibilities: The contractor will manufacture, deliver, install and function test the security System for the 159 FW.

PART 6 APPLICABLE PUBLICATIONS

6. APPLICABLE PUBLICATIONS (CURRENT EDITIONS)

6.1. N/A

PART 7 ATTACHMENT/TECHNICAL EXHIBIT LISTING

7. Attachment/Technical Exhibit List:

7.1. Attachment 1/Technical Exhibit 1 – Performance Requirements Summary

7.2. Attachment 2/Technical Exhibit 2 – Deliverables Schedule

TECHNICAL EXHIBIT 1

Performance Requirements Summary

The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required—usually a shall statement)	Standard	PERFORMANCE THRESHOLD (THIS IS THE MAXIMUM ERROR RATE. IT COULD POSSIBLY BE “ZERO DEVIATION FROM STANDARD”)	Method of Surveillance
PRS # 1. Demolition	(Demo) shall Remove current analog cameras. Follow 159th LANG, equipment, storage instructions listed in paragraphs 1.3, 1.4 and throughout the PWS	Zero deviation from standard	Inspection after completion.
PRS # 2. Installation and Configuration	Shall perform all installation and configuration tasks listed in paragraph 1.3 and throughout the PWS	Zero deviation from standard	Inspection after completion.
PRS # 3. Testing and Function	Shall perform all testing and function tasks listed in paragraph 1.3 and throughout the PWS	Zero deviation from standard	Inspection after completion.
PRS # 4. Clean-Up, Training, As-builts	Shall perform all tasks listed in paragraph 1.3 and throughout the PWS	Zero deviation from standard	Inspection after completion.

TECHNICAL EXHIBIT 2

DELIVERABLES SCHEDULE

<u>DELIVERABLE</u>	<u>FREQUENCY</u>	<u># OF COPIES</u>	<u>MEDIUM/FOR MAT</u>	<u>SUBMIT TO</u>
As-builts	Once, upon satisfactory completion of Installation	2	N/A	159 FW Louisiana Air National Guard 400 Russell Ave Bldg. 185 New Orleans, La 70143

<u>DELIVERABLE</u>	<u>FREQUENCY</u>	<u># OF COPIES</u>	<u>MEDIUM/FOR MAT</u>	<u>SUBMIT TO</u>
System Operation Report	Once, upon satisfactory completion of a function test	1	N/A	159 FW Louisiana Air National Guard 400 Russell Ave Bldg. 185 New Orleans, La 70143

<u>DELIVERABLE</u>	<u>FREQUENCY</u>	<u># OF COPIES</u>	<u>MEDIUM/FOR MAT</u>	<u>SUBMIT TO</u>
Warranty	Once, upon satisfactory installation and	2	N/A	159 FW Louisiana Air National Guard 400 Russell Ave Bldg. 185

<u>DELIVERABLE</u>	<u>FREQUENCY</u>	<u># OF COPIES</u>	<u>MEDIUM/FOR MAT</u>	<u>SUBMIT TO</u>
	completion of a function test			New Orleans, La 70143

Requestor Signed _____
 Arthur J. Chatellier, MSgt, LA ANG, 159 FW/CCZ

Date: _____