



**PERFORMANCE WORK STATEMENT (PWS)**  
for  
**AIRCRAFT/GROUND FUEL SERVICES**  
and  
**FUEL STORAGE AND DISTRIBUTION**  
under  
**SOLICITATION SPE603-18-R-0506**  
at  
**NAVAL BASE VENTURA COUNTY**

Dated: November 26, 2017

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## **C-1.0 REQUIREMENTS AND DELIVERABLES**

### **C-1.1 Responsibilities:**

This Performance Work Statement (PWS) is established to identify contractor responsibilities for the management, operation, maintenance, product quality surveillance, inventory control and accounting, security, safety, and environmental protection of the Navy facilities.

### **C-1.2 Facilities:**

The Naval Base(NB) Ventura County fuel facility is a system consisting of bulk storage, direct refueling system and automated service station pumps supplied by vaulted ground fuel tanks. Aviation and ground fuel facilities managed by NB Ventura County are widespread over three geographically separated areas, the Point Mugu Site, the Port Hueneme Site, and Naval Outlying Landing Field (NOLF) San Nicolas Island.

#### **C-1.2.1 Point Mugu:**

Facilities at the Point Mugu Site consists of a service station at Bldg. 631, two tank farms the 63 and 630 areas, an aircraft direct refueling system and the components required to receive, hold, handle, and dispense MRR, DS2, F-24, JP-5. Bulk receipt facilities, truck fillstands, refueler parking, and the contractor operated fuel laboratory at Bldg 63 are located within or adjacent to their respective tank farm areas. The dispatch center and driver's ready room, the terminal manager and administrative offices, are located in a contractor provided prefabricated building in the 630 tank farm area. The Contractor's maintenance facilities are located in building 602. The aircraft direct refueling system is located at the 330 area.

#### **C-1.2.2 Port Hueneme:**

Fuel facilities consist of a series of Bryant tanks that are used as the government service station located at Bldg 5307.

#### **C-1.2.3 NOLF San Nicolas Island:**

NOLF San Nicolas Island is located on San Nicolas Island approximately 65 nautical miles southwest of Point Mugu. The fuel facilities consist of a barge mooring/receipt facility, onshore bulk receipt/storage tank that is connected by pipeline to a series of four small jet fuel tanks and refueler fillstand on the main base. The base service station located at Bldg 141, stores and dispenses MRR and JP5.

### **C-1.3 Contractor Detailed Plans:**

The Contractor must submit all detailed plans listed below to the Contracting Officer for review and acceptance no later than 60 days prior to the start of the contract performance period and ensure that all required plans are accepted and approved by DLA Energy 30 days prior to start of the contract performance period. DLA Energy reserves the right to request changes or modifications to any detailed plans at any time throughout the contract performance period. The plans are considered dynamic documents and must be updated as required throughout the contract period. Updates will be provided to the COR and Contracting Officer for review and acceptance as changes are made. These plans may be used by the COR for monitoring and assessing contract performance.

#### **C-1.3.1 Contract Compliance Plan:**

The contractor is responsible for ensuring compliance with all contract performance requirements. The inspection system must be used by the contractor to measure performance on a continuous basis throughout the contract performance period and any contract option periods. The Contract Compliance Plan (CCP) must include performance requirements for all of the services and specific tasks listed in this PWS and the contractor's own performance based plans. General performance criteria must include the contractor's ability to provide continuous support capabilities as specified in this PWS, record keeping and reporting procedures pertaining to administrative requirements, facility operations, and upkeep of facilities and grounds. The CCP must include time specific checklists for evaluation of all operational requirements. The CCP must include time specific checklists for evaluation of all operational requirements. The CCP must address procedures for corrective actions including the resolution of any Corrective Action Requests (CAR) and Quality Deficiency Reports (QDR) generated by the KO/COR. The CCP must be made available for KO/COR review upon request at any time during the contract performance period.

#### **C-1.3.2 Product Quality Surveillance Plan (PQSP):**

A comprehensive plan to ensure that products placed in the care of the contractor are properly handled, remain on-specification, and are ready for issue. The plan must include policy and procedure regarding product sampling, visual examination of samples, and the submission of samples needing further analysis to the regional fuel laboratory. In addition, the plan must outline the documentation of samples and test results, reports and records keeping applicable, and actions to be taken in case of unacceptable test results. The plan must fully outline Contractor responsibilities for quality surveillance under this contract.

#### **C-1.3.3 Maintenance Plan:**

The contractor must provide a detailed daily, weekly, monthly, and situational maintenance plan for all facilities, equipment, and system components. The contractor must provide a detailed maintenance plan for all facilities, equipment, and system components. The Maintenance Plan must clearly outline the process of planning, programming, accomplishing, documenting, and reporting all maintenance actions and must include the installation and use of a contractor furnished computerized maintenance management system (CMMS) to track maintenance for components and facilities at all sites. The plan will be continuously reviewed over the course of the contract and any need for change must be communicated to the contractor through the Contracting Officer. The complete Maintenance Plan will include a copy of all maintenance action forms, listings and reports to be generated by the CMMS.

#### **C-1.3.4 Operations and Staffing Plan:**

The Operations and Staffing Plan is a comprehensive and detailed matrix that outlines all manning aspects, to include sub-contracting, and requirements regarding the management and labor force to undertake the required tasks. The plan must include a detailed organization chart showing the number of employees identified by wage determination, job classification, and full/part time employee status, a brief description of the tasks to be performed, and the duty description of the employee that will perform the task described. A manning matrix defining manning in terms of full time equivalents (FTEs) for a typical seven-day work week must be included. Operating hours are detailed in Appendix A.

#### **C-1.3.5 Environmental Protection Plan:**

The contractor must submit a comprehensive and detailed plan outlining policy, procedures, and safeguards necessary to protect the environment. The contractor's plan must be site specific, cover all areas, facilities, equipment, duties, and tasks for which the contractor is responsible, establish mishap-reporting procedures as required below, and elaborate on issues that may be unique to the activity. The plan must comply with all applicable Federal, DoD, Navy, state, local references and laws.

#### **C-1.3.6 Equipment Provisioning Plan:**

The contractor must identify and include the types and quantities of vehicles, major equipment items, i.e., powered grounds maintenance equipment (unless subcontracted), computer systems, and office machines, necessary to support the locations under this contract. Upgrading or modifying equipment to meet specific off station and public over-the-road requirements, licensing or obtaining permits for equipment and personnel, and the adherence to all insurance requirements must be the responsibility of the contractor. Vehicles, pantographs, and/or hose carts must be in an up-to-date maintenance and operational condition to withstand the entire contract. Information relevant to vehicles and equipment capabilities such as and not limited to manufacture date, mileage/hours, make, and model along with the maintenance plan for all vehicles and equipment, must identify each piece and will be utilized in determining operational abilities. Contractor equipment must be on site and available at the start of the performance period. Should the contractor be required to lease equipment due to long lead times or unexpected delays with procuring equipment they will do so at their own expense to ensure there is no disruption of service. All leased vehicles and equipment must meet the performance requirements and specifications as stated in this PWS.

#### **C-1.3.7 Contract Contingency Plan:**

The Contract Contingency Plan must outline contractor actions to ensure there are no significant interruptions. The plan must provide specific details regarding labor issues as may result from potential strike actions, military

contingency, war time, and emergent staffing requirements, (subcontracting where required), and the replacement of equipment. The contractor must be responsible for repairing or replacing inoperable equipment or obtaining additional equipment and labor required to carry out day-to-day and contingency operations. The plan must include contingencies for major/minor breakdowns or unavailability of contractor-furnished equipment such as vehicles, pantographs, and/or hose carts to meet the contract requirements. The contingency plan must detail fluctuating quantities of equipment (e.g., such as one refueler out of service, two refuelers out of service, three to four or more) and a resolution for each situation without any interruption of customer service.

#### **C-1.3.8 Security Plan:**

The contractor must provide a detailed Security Plan and identify their responsibilities for maintaining the security of Navy facilities, including contingency procedures for power outages, inoperative automated equipment, data processing, and computer systems, as well as any contractor furnished equipment, tools, and materials. The plan must outline policy, guidance, and procedures regarding facility access controls, visitor logs, lock and key controls, random patrols of fuel management facilities and pipelines, Automated Data Processing (ADP) security, and other force protection measures.

#### **C-1.3.9 Inventory Control and Accountability Plan:**

A detailed plan must be written to ensure contractor compliance with the inventory, accounting, and reporting requirements of DOD 4140.25M, DOD Management of Bulk Petroleum Products, Natural Gas and Coal, DLA Energy and Navy instructions, policies, and regulations.

#### **C-1.3.10 Safety Plan:**

The contractor must provide a detailed plan outlining procedures necessary to maintain safety in accordance with applicable federal, state and local laws and regulations. At a minimum, this plan must include industrial hygiene, confined space entry, disaster preparedness, fire prevention and protection, hazardous waste operations, emergency response, safety and health standards, Safety Data Sheets, accident /incident reporting, and safety procedures during general fuel handling operations. The plan must also include name of responsible individual that will monitor the safety program and maintain records.

#### **C-1.3.11 Training Plan:**

The Contractor must provide a comprehensive plan outlining training and objectives. The plan must list course and subject titles of materials to be used, a brief description of the subject, identify training sources, establish the frequency of training, and detail the method of monitoring plan compliance and record keeping. Training required by Federal, DoD, Navy, state, local references and laws, must be included.

#### **C-1.3.12 Fuel Safety Plan**

The contractor must provide a detailed plan outlining the fuel systems applicable to the contracted locations, product handling characteristic, and the policy, procedures, and actions necessary to maintain a safe working environment. The plan, a compendium of references, local laws, and regulations applicable to the products stored and handled, Safety Data Sheets, and guidelines regarding the safe handling of such products must be maintained and updated over the course of the contract.

#### **C-1.4 Contract Turnover:**

The contractor must allow access to the terminal as agreed upon by the Contracting Officer to assist the incoming contractor to accomplish a facilities walk-through: to include observing operations, product sampling and testing, and a complete product and Navy-furnished equipment inventory. In addition, the contractor must have all their required vehicles, equipment, supplies, materials, and documents on-site for physical inspection, count, and/or review by representatives of DLA Energy, NAVSUP Energy, and COR. The expense of making all such property available must be borne by the contractor. A list of all contractor supplied vehicles and equipment will be presented at time of inspection.

#### **C-1.5 Quality Monitoring and Evaluation:**

DLA Energy must utilize a Quality Surveillance Plan (QSP) to monitor and evaluate the contractor's performance throughout the contract performance period. DLA Energy may also perform customer satisfaction surveys, which



may be used as part of the assessment of contractor's performance. The Contracting Officer has the option to increase the frequency of surveys to address contract compliance issues as needed.

#### **C-1.6 Staffing:**

The contractor must provide sufficient staffing to accomplish all functions and tasks to include simultaneous operations. There is no provision for augmentation or overtime. The contractor's staffing must be flexible and fully capable of meeting all demands of hot and cold aircraft fuel services (to include reserve training), ground fuel services, bulk storage, barge, and pipeline operations, quality surveillance, general management, and administrative functions.

##### **C-1.6.1 Workload:**

The Contractor should plan to issue approximately 410,000 gallons of jet fuel to some 350 aircraft per month (cold & hot refueling); however, workload surges of 840,000 gallons to as many as 500 aircraft per month have occurred in the recent past (2015-2016). Based on historic information coupled with current flight operations schedules, aircraft/squadron deployments, exercise and training schedules provided by the base, the Contractor must be fully responsible for adjusting levels of service and providing personnel and equipment to meet workload demands for day-to-day operations. Unforeseen workloads such as the testing of fuels after normal laboratory duty hours or contingency support of any type are not quantified but are required to be supported.

##### **C-1.6.1.1 Scheduled and Recurring Event:**

The installation will, to the extent possible and practical, provide the contractor documented information outlining anticipated dates, number and type aircraft, number of anticipated sorties, and historical information regarding aviation and ground fuel requirements in order to support known, scheduled, and recurring event, i.e., annual large force exercises, tactical training and competition events, or air shows. To the extent practical, the contractor will be given access to event planning meetings. In concert, the contractor must fully document all services provided for all specified events. The entire staffing workload will be covered under the Monthly Usage Charge CLIN .

##### **C-1.6.2 Knowledge and Skills:**

The contractor must ensure that personnel assigned to all tasks have the requisite knowledge and skills to meet the performance standards for those tasks and comply with all Federal, State, DoD, DLA Energy, Navy, and station/base regulations, instructions, guidelines, policy, and codes. All employees must be able to read and understand English (be literate) to the extent they can understand and follow oral instructions/directions, read and understand instructions, directives, regulations, operating procedures, detailed written orders, and training materials, and be capable of writing in English to compose required detailed reports. All employees must be capable of performing basic numeric operations (addition, subtraction, multiplication, and division) and the use of numbers as they relate to ledgers, logs, forms, meters, gauges, and measuring devices such as tapes, thermometers, hydrometers, and other instruments as may be used during the receipt, handling, inventory and issue of petroleum products.

##### **C-1.6.3 Employment Standards:**

All employees or persons who may be hired to represent, perform on behalf of, or work under the management of the contractor must comply with all Federal, State, DOD, DLA Energy, Navy, and station/base regulations, instructions, guidelines, and policy regarding employment at and entry to base facilities. The contractor must ensure that they meet the requirements of employment and conform to the rules regarding, but not necessarily limited to, security, clearance, identification policy, vehicle registration and operation of a POV on station, medical assistance, the use of the exchange and military facilities, and other local rules, guidance, or prohibitions that may apply to their entrance to and activity or employment on station.

#### **C-1.7 Essential Personnel:**

The Corporate Executive Officer, Terminal Manager and the Assistant Terminal Manager, are essential personnel and must have the education, training, background/experience, and skills required and necessary to make fiscal and management decisions, direct personnel, and work with individuals at all levels of corporate management and the military for this contract. Resumes must be submitted for these personnel 30 days prior to Performance Period

(start of contract). The resumes must be reviewed and accepted by DLA Energy. A replacement candidate's resume must be submitted for review and accepted by DLA Energy prior to assuming duties. In the event it becomes necessary to replace any service personnel, the contractor must notify the KO/COR as to the final work day or termination date of the outgoing person and a plan outlining specific dates/time frames for the hiring of the replacement person that supports the experience as noted below.

**C-1.7.1 Corporate Executive Officer:**

To assure continuity between the contracted location/activity and corporate office, the contractor must employ an executive, who, for the duration of the contract, can make fiscal, management, and administrative decisions concerning this contract. He/she must have a complete understanding of the terms and conditions of this contract and must be knowledgeable of fuel management and operations to the extent outline herein.

**C-1.7.2 Terminal Manager (TM):**

The contractor must employ an experienced Terminal Manager. His/her experience should be current and relevant to the facilities, and any contractor provided equipment to be utilized. The TM must have a minimum of five years' experience in petroleum storage and distribution operations, airfield fuel services, and fuel systems maintenance. He/she must have performed as a supervisor for at least two years within the five-year period prior to the individuals hiring date with the contractor.

**C-1.7.2.1 Required DLA Energy TM Training:**

DLA Energy Policy P-32 provides training requirements and procedures for Terminal Managers. The Terminal Manager must comply with DLA Energy Policy P-32 and complete all training requirements established therein. This training is funded by DLA Energy. In addition, the TM will complete required underground storage tank Operator Training and Spill Response Training.

**C-1.7.2.2 Collateral Duties:**

This cannot be a collateral duty job, but this does not prevent the TM from infrequent performance of routine PWS tasks to maintain proficiency, build teamwork, and augment during peak or elevated workload so long as TM duties, segregation of duties, and overall performance management is not affected.

**C-1.7.3 Assistant Terminal Manager (ATM)**

The contractor must employ an Assistant Terminal Manager. The individual employed must have a minimum of two years' experience in petroleum services operations and documented supervisory experience gained prior to the contract start date or the individual's hiring date. That experience must be supervisory experience in bulk storage or mobile fuel servicing operations with emphasis on equipment/systems maintenance and quality surveillance.

**C-1.7.3.1 Collateral Duties:**

The Assistant Terminal Manager may have collateral duties such as; Fuel Distribution Systems Mechanic (FDSM), Fuel Distribution System Operator (FDSO), Driver/System Operator (DSO), and Fuel Laboratory Technician (FLT). However, the ATM may not act as the Dispatcher/Computer Operator, (DCO) to supplement the day-to-day workforce. Assistant terminal managers elevated to the terminal manager position, short or long term, must have no collateral duties.

**C-1.8 Service Personnel:**

The personnel/position descriptions cited within this section are those classes of service employees applicable to this contract. In the event there is no wage determination listing for a class of service employee required, the contractor must submit a request to conform to a specific wage determination category to the DLA Energy Contracting Officer with the initial offer. All such conformance issues must be resolved prior to the submission of the final revised offer. When requested by DLA Energy or the Navy, the contractor must submit a staffing roster that identifies personnel by name, position, full or part time status, and their date of hire.

**C-1.8.1 Dispatcher:**

The Fuels Dispatcher must possess sufficient skills to effectively operate the dispatch system and Business System Management-Enterprise (BSM-E)/Enterprise Business System (EBS) and Fuel Manager Defense (FMD). He/she must also be familiar with the use of Microsoft standard office products such as Word and Excel to ensure that daily fuel operations are conducted in an effective and efficient manner. In addition, dispatchers must be knowledgeable of radio communications, instructions/regulations pertaining to fueling and defueling of DoD and civilian aircraft, and forms used to document aircraft fuel servicing. He/she must demonstrate familiarity with the layout of the base and outlying fields as well as the airfield and aircraft parking areas and restrictions applicable to servicing aircraft within those areas. Individuals acting as dispatchers must be capable of communicating in English, both orally and in writing. Except for those administrative and accounting duties outlined within this PWS, dispatchers must not have collateral duties.

#### **C-1.8.2 Fuel Accountant:**

The Fuel Accountant must be fully knowledgeable of manual and automated fuel management and accounting systems such as the Fuel Manager Defense (FMD), Enterprise External Business Portal (EEBP), and Wide Area Work Flow (WAFW), and the Supply computer systems applicable to the processing of fuel management accounting data. He/she must possess sufficient computer skills to use client/server applications in a Microsoft Windows environment. Those skills must include the ability to logon; shutdown; initiate modems; manipulate files and resolve technical issues and problems required to maintain a fully functional file, records, and reporting system; send and receive email; and to use web browsers to send and receive information. The use of Microsoft standard office products such as Word, Excel, and PowerPoint; other commercial off the shelf applications, utilities; and custom software in such a manner that daily fuel operations are effectively and efficiently conducted may also be required. Those skills must include the use of the real time information systems, the manipulation data within the Fuel Manager system and the related fuel management modules and status systems. He/she must also be fully knowledgeable of all DLA Business System Modernization Interim Policy and Procedural Guidance for the receipt, handling, issue, inventory, and accounting of petroleum products. Additionally, the TM must ensure that a fully trained alternate/back-up accountant will process transactions when the primary accountant is not available for duty to ensure compliance with DLA Energy P-10, Segregation of Duties.

##### **C-1.8.2.1 Collateral Duties:**

This cannot be a collateral duty job, but this does not prevent the Accountant from infrequent performance of routine PWS tasks (such as a FDSO or Dispatcher) to maintain proficiency, build teamwork, and augment during peak or elevated workload so long as specific accounting duties and segregation of duties are not affected.

#### **C-1.8.3 Truck Driver/System Operator (DSO):**

DSOs must be qualified to perform fuel servicing operations (refuel/defuel) by mobile fuel servicing equipment/trucks, portable pantograph, hose sets, and fixed direct fuel servicing systems (hydrants). A DSO may be required to perform the duties of hot refueling pit operator (deadman control), nozzle operator, or fire watch within a pit operation. Drivers must be trained in the appropriate use of radio procedures. DSOs must pass a contractor administered base and flightline familiarization test, practical equipment/facility competency tests, and must be certified, by the Contractor, as qualified and the individuals training records updated prior to the unsupervised operation of any fuel servicing equipment. The contractor must re-certify personnel annually or as requested by the COR. DSOs must be familiar with safety regulations applicable to aviation and ground fuel servicing operations on and around the airfield and supported activities. Unless specifically directed by the contract officer, the contractor must not be responsible for the manning the fire watch, nozzle operator, or refueling director/coordinator positions. The unit receiving services will be responsible for providing all manning other than that of the fuel system or pit operator.

#### **C-1.8.4 Fuel Distribution System Operator (FDSO):**

The FDSOs must have practical experience in operation of bulk fuel distribution systems and fuel barge operations. The FDSOs must be able to perform receipt, issue, storage, spill cleanup, preventative maintenance scheduling, hazardous waste, and petroleum quality surveillance operations.

#### **C-1.8.5 Fuel Distribution System Mechanic (FDSM):**

The FDSMs must be capable of inspection, evaluating conditions of, and maintaining fuel storage tanks, pipelines, and piping systems, product pump, filter, meter, gauge, and flow control mechanisms, manifold and valve systems, and other related petroleum system components. He/she must be capable of detecting/recognizing system component malfunction, misalignment, leak, and adjustment issues and performing scheduled and unscheduled fuel system maintenance within the scope of this PWS. The FDSM must be capable of removing, repairing and replacing system components, and have a basic knowledge of automated tank gauging systems, high/low level alarms, and cathodic protection systems.

**C-1.8.6 Fuel Laboratory Technician (FLT):**

The fuel laboratory technician must be experienced in the use of common fuel sampling equipment, aviation and ground fuel sampling procedures, and conducting laboratory tests of petroleum products commensurate with the level of analysis required to be performed. All personnel performing these duties must be properly trained in accordance with applicable regulations and must be knowledgeable and capable of performing the various methods and means of sampling petroleum handling equipment and systems, from receipt to product issue, the operation, maintenance, and calibration of laboratory equipment, record keeping and laboratory safety procedures. Personnel assigned are required to perform the full spectrum of quality surveillance sampling and testing as may be required to include weekend and holiday fuel support.

**C-1.8.7 License, Special License, Skills, Training, and other Certifications:**

All drivers must be licensed in accordance with the vehicle operating laws, regulations, and code for the state in which they will operate equipment and must be/remain in compliance with all such requirements for the duration of their employment under this contract. The contractor must ensure that drivers required to operate vehicles and equipment on public roads are licensed for the class of vehicle to be operated on such public roads. All service personnel who will operate fuel-servicing vehicles on or off station must hold a current and valid Commercial Driver's License (CDL) with the appropriate tank truck and HAZMAT endorsements. Specific tasks may require other special licenses, skills, training or certifications. All special licenses and certifications must be included in employee training records and available for inspection by the COR upon request.

**C-1.9 Correspondence and Visits:**

The contractor must notify the COR of any and all visits or notice of intent to visit contract management, its employees, or the contracted facilities by any federal, state, local government, base (military) office/agency, union representative, or contract corporate officers. Except for that considered to be company or proprietary documents, the contractor must provide the COR copies of all correspondence resulting from such visits. The contractor must establish and maintain a visitor's log showing name of all visitors, date of visit, time of visit, organization, and reason of visit.

**C-1.10 Records Management:**

Documents held or generated by the contractor must be open and readily available for inspection, review, and audit for the duration of the contract and any subsequent and contiguous contract periods. The contractor must submit reports to the appropriate agency for compliance with Federal, state, and local requirements. In addition, special reports may be requested for audits, inspections, reviews, and research. Should proprietary company, or non-DOD maintenance and accounting systems be installed by the contractor, the contractor must provide continuous secure web access or access to a secure workstation. On termination of the contract, all records except personnel files, training records, contractor-furnished equipment records, and proprietary company management records must be turned over to DLA Energy.

**C-1.11 Labor Reporting:**

The contractor must report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Defense Logistics Agency via a secure data collection site. The contractor is required to completely fill in all required data fields per the paragraph below.

**C-1.12 Reporting Inputs:**

The reporting will be for the labor executed during the period of performance during each fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data must be

reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk at <http://www.ecmra.mil>.

## **C-2.0 PERFORMANCE REQUIREMENTS**

### **C-2.1 Fuel Operations:**

The contractor must receive, maintain, store, sample and test, internally transfer, and issue petroleum products. The contractor must be responsible for all fuel-servicing operations and safeguarding facilities, equipment, and fuel products under its control during normal and adverse conditions.

#### **C-2.1.1 Dispatch Center:**

Requests for all fuel services must be taken by and processed by the fuel dispatch center. Based on the specific request, equipment and personnel must be dispatched and controlled as needed to satisfy the request received. All requests for fuel services must be recorded, monitored, and historical records kept utilizing appropriate software and business systems. The dispatch center must be manned by contractor personnel during hours of operation as required in Appendix A.

#### **C-2.1.2 Fuel Servicing:**

The contractor must issue, defuel, and provide off-station fuel services to aircraft and support equipment by mobile fuel servicing vehicles and fixed direct refueling systems. Aircraft fuel services must comply with Naval Air (NAVAIR) 00-80T-109, Aircraft Refueling Naval Air Training and Operating Procedures Standardization (NATOPS) Manual, and all other applicable military, federal, and commercial policies regarding the performance of aircraft fuel servicing operations. It is the responsibility of the contractor to identify situations where the contractor believes applicable guidance conflicts. However, in the absence of guidance by the Contracting Officer or COR to the contrary, the NATOPS will take precedence over conflicting guidance and or procedures.

#### **C-2.1.3 Direct Refueling Operations (Hot Pits):**

At Point Mugu, the manning crew for refueling services must consist of the contract personnel to operate and control (deadman operator) at two fuel points with supplemental manning provided by the squadron(s) being serviced (i.e., plane captain/nozzle operator and fire watch). Operating hours are during daylight hours and must be requested 24 hours in advance. Saturday and Sunday services may be requested with 72 hours advanced notice. In all cases, the contractor assigned deadman control (pit) operator must remain in control of all direct refueling operations.

#### **C-2.1.4 Response Time:**

As outlined in Operating Hours in Appendix A, the contractor must be capable of providing fuel services to station and transient aircraft 24 hours a day. Each request for fuel services must result in the dispatch and arrival of a fuel servicing truck/operator to the aircraft identified by the requester within 20 minutes from the time the request is received by the dispatch center. If a request for services is for multiple aircraft, the contractor must respond to any subsequent requests for refueling in the order prioritized by the Airfield operations center (AIROPS). Upon receiving a request from AIROPS to service additional aircraft while the contractor is responding to an earlier service request, the contractor is required to affirmatively request clarification of service priorities from AIROPS. The multiple aircraft response rule does not preclude the requestor from requesting more than one fuel service truck. In response to all pre-scheduled services, the contractor must be physically present on site at the time the aircraft to be serviced arrives at the designated refueling pit. Driver and operators must not service aircraft to which they are not directed without approval by the dispatch center, nor interrupt the flow of work, i.e., service aircraft to which they are not directed, without approval by the dispatch center, nor must they interrupt servicing operations for rest or meal breaks without proper relief or explicit approval of the fuel dispatch center. On arriving at an aircraft, operators must take all steps and precautions necessary to service the aircraft in accordance with NAVAIR 00-80T-109, Aircraft Refueling NATOPS Manual. Service response times in excess of this requirement must be fully and accurately recorded and explained in the dispatch pass down log and management reports.

#### **C-2.1.5 Direct Fuel Servicing Equipment**

The direct refueling system must be inspected, maintained, and operated by the contractor. Equipment/system inspections and product sampling/testing must be completed and documented prior to the initial use of the equipment for the duty day.

#### **C-2.1.6 Mobile Fuel Servicing Equipment**

The contractor must provide the fuel servicing equipment in sufficient numbers to undertake the workload. The contractor must fully maintain all furnished trucks, tractors, equipment fuel tanks, refueling/defueling systems, and components ready for dispatch condition. Equipment inspections and product sampling/testing, i.e., periodic Type "C" product analysis, must be completed and documented prior to the initial dispatch of the equipment for the duty day.

#### **C-2.1.7 After Hour Response:**

The contractor must establish an after-hours notification mechanism: a means of being contacted in the event emergent services or workforce augmentation is required without prior coordination/notification. All services required outside of the normal hours of operation without prior coordination/notification must be met within two (2) hours as measured from the time the contractor is notified until the operator is in position to perform the service required. If the contractor is notified in advance of requirements for after-hours service, the contractor will be in place to perform the required services as required in paragraph C-2.1.4. All after hours support will be the contractor's responsibility under the Monthly Usage Charge CLIN at no additional cost to the DLA Energy.

#### **C-2.1.8 Off Station Operation**

If required, aviation and ground fuel deliveries over public roads to off station locations must be accomplished using equipment that is configured and licensed/permitted for use on public roads. All Federal, state, and local inspections, licensing or permits, and insurance requirements for the equipment used, must be a responsibility of the contractor. Furthermore, the contractor must ensure that cargo quantities and vehicle weights are adjusted to meet the all Federal, state, and local highway laws, regulations, and codes for traveling over public roads.

#### **C-2.1.9 Air Show Fueling Services:**

Air Show requirements are executed under established policy DoD Directive 5410.18 and NOT covered under the Monthly Usage Charge CLIN . The Air Station has the option under DoD Directive 5410.18 to contract air show requirements exterior from DLA Energy contracted fuel services. The fuels contractor has the option to bid on such contract requirements and utilize contractor furnished equipment. Should the Air Station choose to utilize the DLA Energy contracted fuels services, requests for such services must be submitted to the DLA Energy Contracting Officer 30 days prior to the event start date. A proposal must be submitted by the contractor that includes staffing, equipment, and materials utilized beyond contracted requirements. The proposal will be negotiated with DLA Energy, NAVSUP Energy, and requesting activity, in advance, through the Contracting Officer for payment via firm fixed price and contract modification. Given the air show dates and tasking, the contractor must, by whatever means deemed most cost effective plan for and support all requirements. Recommend the contractor have the option of performing the services, utilizing rental/lease equipment, or subcontracting to another company. The Military Interdepartmental Purchase Request (MIPR) is the only method available and accepted for transferring funds for air show services. Before contractor is authorized to proceed, MIPR must be accepted by DLA Energy not less than seven days prior to air show services.

#### **C-2.1.10 Jet Fuel Services Data:**

The Squadrons and Aircraft Assigned Table found in Appendix A lists squadrons/aircraft currently assigned to the installation and provides a local picture of the services required on a day-to-day basis. The contractor must keep this table, as well as the home station aircraft database in FMD, current. Transient aircraft ranging from trainer, fighter series, to the larger military transport requiring multiple truck services are common.

#### **C-2.2 Bulk Storage Operations:**

Bulk Storage operations are defined as the receipt, storage, handling, inter-terminal product movement, and issue of capitalized bulk fuel products at the Navy-owned facilities via all modes of conveyance (tank truck, pipeline, and barge) 24 hours a day, seven days a week, year round (24/7). The contractor must be responsible for

performing bulk fuel operations, system inspections, preventive maintenance, quality surveillance, inventory accountability and safeguarding fuel supplies under its control during normal and adverse conditions. Bulk operations requires a dedicated fuel scheduler capable of receiving fueling request from customers; scheduling shipments, deliveries, and receipts; making scheduling changes; and creating daily schedules of fuel operations. All assignments and control of qualified personnel will be handled to ensure compliance with approved standards and operating procedures.

#### **C-2.2.1 Bulk Output:**

Fuel is issued from bulk storage to refuelers. Except for scheduled maintenance and other occurrences of which the fuel dispatch center has been notified, the contractor must maintain tank and fillstand systems in the ready-to-issue mode and work to transfer/issue products on demand.

##### **C-2.2.1.1 Point Mugu:**

Bulk storage consists of two separate tank farms separated by 13th Street, the 63-area, and the 630-area. The 63-area consists of five 26,000-gallon JP5 tanks, two 26,000-gallon MRR tanks, one 26,000-gallon DS2 tank, one 15,000-gallon used oil tank, one 5,000-gallon used fuel tank, and four 60,000-gallon wastewater tanks. All of the appropriate receipt and dispensing components are installed. The 630-area consists of three 108,000-gallon and three 300,000-gallon F-24 aboveground tanks, truck fillstands, and other components applicable to a bulk facility.

##### **C-2.2.1.2 Port Hueneme:**

Bulk storage consists of three 20,000-gallon self-contained above ground storage tanks and two 10,000-gallon self-contained above ground storage tanks, located at the service station on Patterson Rd.

##### **C-2.2.1.3 San Nicolas Island:**

Bulk storage for JP5 consists of two widely dispersed areas. A single 10,000-barrel aboveground shore receipt and holding tank is connected by 1.3 miles of three-inch underground pipeline to an airfield storage facility consisting of three 25,000-gallon aboveground tanks and one 20,000-gallon aboveground tank. The airfield storage facility provides the required truck fill stand components as well as an isolated pump system used to transfer JP5 to the base power production plant via a 3400-foot underground pipeline. A contractor furnished prefabricated building at the storage site serves as the Contractors central work space. The Contractor must be responsible for the operation and maintenance of all fuel systems and components, from the barge receipt line at the shoreline to the tank inlet valve of the PW Power Plant. There is also a 20,000-gallon storage tank for MRR which is connected to the service station.

#### **C-2.2.2 Transfers to Refuelers:**

The truck fillstand is a driver-operated, supply on demand or self-service system used to fill refuelers. Documentation relevant to refueler top-offs and the disposition of those documents must be compiled and controlled in a manner as to ensure compliance with DoD Policy.

#### **C-2.2.3 Receipts of Fuels:**

The Contractor must be responsible for all work required and necessary to conduct all receipt related actions in a safe manner.

##### **C-2.2.3.1 Point Mugu:**

F-24, JP-5, DS2 & MRR are received by commercial tank truck.

##### **C-2.2.3.2 Port Hueneme:**

F-24, E85, DS2 & MRR are received by commercial tank truck. LPG is delivered by commercial vendor, is stored for issue to the ground fuel servicing truck.

##### **C-2.2.3.3 San Nicolas Island:**

JP-5 is supplied to the shore storage system by commercial barge in increments and quantities to meet demand. MRR is shipped to the island by Navy furnished equipment via the island's Navy operated resupply cargo barge

in quantities to meet demand. Secondary means to ship MRR via air transport may arise on occasions that cargo barge is cancelled due to weather conditions.

### **C-2.3 Service Station:**

Dispensing of ground products from a fixed automated facility/system to authorized customers, are conducted at the Point Mugu, Port Hueneme or San Nicolas Island service station facilities. The service stations are staffed only to the extent necessary to undertake system inspections, perform maintenance, conduct inventories, and receive product deliveries. The contractor must be responsible for providing the qualified personnel to perform the aforementioned tasks and duties as further defined within this section. The contractor must track ground fuels inventories and order products as needed to meet DLA Energy Accounting Policies and maintain appropriate levels to ensure uninterrupted service. Disruption of automated service station function may require manual operation of the facility or the dispensing of products from a ground fuel servicing truck, and manual documenting of issues. In the event of a power, system, or mechanical failure that renders the service station completely inoperable, the contractor must post directions to the alternate source of products and the hours of operation.

#### **C-2.3.1 Point Mugu:**

The installation's service station dispenses DS2 and MRR. The 12th Street station is connected to and supplied by the two 26,000-gallon bulk MRR tanks and the one 26,000-gallon bulk DS2 tank in the 63-area, which is across the street from the service station.

#### **C-2.3.2 Port Hueneme:**

The installation's service station dispenses F-24, E85, DS2, and MRR. The station consists of three 20,000-gallon tanks; one F-24 tank, one DS2 tanks & one MRR tank, as well as two 10,000-gallon tanks; one E85 tank & one DS2 tank.

#### **C-2.3.3 San Nicolas Island:**

The installation's service station dispenses MRR and JP-5. A 20,000-gallon tank provides MRR to the service station. JP5 is provided to the service station via the bulk storage facility on the island.

#### **C-2.3.4 Automated Dispensing System Key Management:**

The Contractor must be responsible for issuing and revoking keys as required in writing by the COR and in accordance with DLA Energy Policy P-5, Vehicle Identification Link (VIL) Key Encoding, Accountability, and Control and downloading the lock-out list for WEX Cards each week. The Contractor will provide keying services for the keys.

#### **C-2.3.5 Service Station Outage**

In the event of a service station, system failure during which the station can be operated manually, the contractor must establish servicing hours and staff the service station to assist customers and manually document issues/sales/transactions, which will be entered into FMD for billing. Disruption of automated service station function may require the dispensing of products from a ground fuel servicing truck. The contractor must provide the personnel and equipment to maintain the availability of ground fuel products to its customers and account for the product IAW DLA Energy policy.

### **C-2.4 Ground Fuels:**

Issues or defuels by truck to authorized customers (jet fuel may be used in lieu of diesel). The contractor must be responsible for performing all ground fuel delivery operations and safeguarding fuel supplies under its control during normal and adverse conditions.

#### **C-2.4.1 Equipment:**

The contractor must furnish and maintain off-spec, and ground fuel servicing equipment necessary to undertake the projected workload and include specifications for the proposed equipment in their proposal. The contractor must fully maintain all equipment and components thereof in a safe, serviceable, and ready for dispatch condition. Equipment inspections must be completed and documented on the vehicle inspection form of each equipment prior to the initial use of the equipment for the duty day. Should they be required off-spec product collections



from off station locations, this must be accomplished using trucks that are configured and licensed for use on public roads. All Federal, state, and local inspections, permits, licensing and insurance requirements for the truck(s) used on public roads, must be the responsibility of the contractor and included under the Monthly Usage Charge CLIN , at no additional cost to DLA Energy.

**C-2.4.2 Delivery:**

Fuel products must be delivered as scheduled to the authorized activities. Unscheduled requests must be accomplished within the time limits mutually agreed upon by the requesting activity and dispatcher.

**C-2.4.2.1 Point Mugu:**

MRR, DS2, F-24 is delivered to the locations throughout the installation as scheduled, during the hours outlined in Appendix A.

**C-2.4.2.2 Port Hueneme:**

The ground fuel delivery truck, which is kept and maintained at the Point Mugu site, must be scheduled for daily/weekday deliveries of MRR, DS2 and LPG. This vehicle will be configured, licensed and permitted for use on public roads. All federal, state and local inspections, licensing or permits and insurance requirements for the vehicle/equipment used must be a responsibility of the contractor.

**C-2.4.2.3 San Nicolas Island:**

MRR and JP5 must be delivered in response to customer requests at various island locations during the hours outlined in Appendix A.

**C-2.4.3 Delivery Points:**

Maps identifying all locations by product, facility number and tank capacity will be provided by the installation and updated periodically. At contract start up, the contractor must survey all locations and confirm schedules to ensure uninterrupted support. The contractor must routinely update the locations and schedules as changes occur.

**C-2.5 Recyclable and Recoverable Fuels:**

The contractor must be responsible for recycling and recovery of aviation and ground fuels aboard the installation. This includes, but not limited to, quality surveillance samples, facility maintenance activities, and tank bottoms. The contractor must be responsible for coordinating with the COR for disposition of all recoverable and recyclable fuel stocks in accordance DLA Policies and Instructions. All products classified as non-reclaimable are collected and disposed of by the installation.

**C-2.6 Product Inventory Accountability:**

The contractor must be responsible for the inventory management of petroleum products held within the facilities, equipment, tanks, and vehicles under contractor control. The contractor must provide accurate inventories of all DLA Energy Capitalized Stocks under contractor control, in accordance with DoD 4140.25, all applicable DLA Energy and Navy Policies and Instructions, and all clauses of this contract. The contractor must be responsible for updating the COR to provide information to DLA Energy on current inventory levels IAW INT- I119.04 Inventory Control Records and Systems of Record. Any anticipated fuel shortages, based on customer requests, must be reported to the COR immediately. All product receipts, issues, shipments or transfers, must be properly documented and are auditable by DLA Energy.

**C-2.7 Product Quality Surveillance:**

The contractor must be responsible for maintaining the quality of the Capitalized Stocks in accordance with MIL-STD-3004, Department of Defense Standard Practice, and Quality Assurance/Surveillance for Fuels, Lubricants and Related Products; NAVAIR 00-80T-109, Aircraft Refueling NATOPS Manual; and the contractor developed PQSP.

**C-2.7.1 Quality Determination:**

No petroleum products must be received, or issued without first determining and confirming conformance with product quality requirements. Products must be issued on a first-in, first-out basis unless otherwise specified or

directed by DLA Energy. Non-conforming product must be reported to the COR immediately. Anytime product is received into a tank, the tank's contents must be suspended from issue pending quality conformance sampling and testing. The contractor must ensure that certificates of quality conformance (test reports) are maintained on file for all on-hand fuel stocks.

**C-2.7.2 Laboratory Operation:**

The contractor must operate and maintain the on-site petroleum laboratory and all test equipment. Calibration of laboratory test equipment, replacement of standards, and material necessary for daily operations must be provided by the contractor. Only qualified and trained personnel must perform test and related laboratory operations. The contractor must provide and maintain a bench stock of all consumable and expendable material necessary for laboratory operations.

**C-2.7.3 Sampling:**

The contractor must be capable of sampling and C level testing 24 hours a day, 7 days a week, every day of the year (24/7). The contractor must take all required samples.

**C-2.7.4 Housekeeping:**

Fuel laboratory facilities and equipment must be maintained to the degree of cleanliness and order commensurate with a "quality surveillance" program. Fuel samples and chemicals must be properly labeled and stored in the appropriate storage lockers, glassware washed, dried, and stored, and laboratory hardware stored so as to present an orderly appearance.

**C-2.8 Maintenance:**

The fuel contractor must be responsible for the normal and continuous use, operation, maintenance, and real time reporting of discrepancies applicable to all petroleum systems, facilities, and equipment. Petroleum system means an underground or aboveground fuel storage tank, associated fuel piping, pump house, loading and unloading station, hydrant fuel system and associated hydrant outlets and pantographs, oil water separator, ancillary equipment and appurtenances, electrical power and controls, lighting, emergency generators, refueler truck parking, fire protection system, and containment system, if any. The contractor must manage, coordinate, oversee, and report as needed to ensure all required inspections, services, maintenance and repairs of all facilities, equipment and real property associated with this contract are performed as required to ensure compliance with all Navy, Department of Defense (DoD), State, Local, Federal, American Petroleum Institute (API), and Unified Forces Criteria (UFC) requirements throughout the life of the contract. This includes monitoring all maintenance being performed by government agencies, or other contractors to verify that it is requested in a timely manner, scheduled as required, coordinated with relevant offices, finished to completion, and recorded in the maintenance database. The contractor will report maintenance conflicts, deficiencies, and delays to the COR and Contracting Officer as soon as possible for assistance and resolution.

**C-2.8.1 Preventive Maintenance (PM):**

The contractor must ensure that all Navy property is preserved and maintained in a safe working condition. PM tasks are defined as maintenance work to preserve a facility by preventing its deterioration; such as, but not limited to, corrosion control, grounds keeping, pressure washing, cleaning, spot painting, housekeeping, etc. It is essential that the contractor devote adequate effort to identifying future deficiencies and potential deficiencies in order to prioritize PM efforts. PM includes performing, at a minimum, the services recommended by the manufacturer or in accordance with commercially accepted practices, as well as the effort required to keep a facility, a piece of equipment or system functioning. While DLA Energy does not plan to dictate specific PM requirements or practices, the contractor's maintenance plan must provide a systematic approach to identifying, planning, scheduling, documenting/ reporting and managing (labor, materials and time) to perform those actions that contribute to the uninterrupted functioning of the fuel terminal. The contractor must ensure that the costs for preventive maintenance are included in the Monthly Usage Charge CLIN on a firm fixed price basis.

**C-2.8.2 Operator Maintenance:**

This is maintenance performed by the operator and is the care and minor maintenance of equipment using procedures that do not require detailed technical knowledge of the equipment's or system's function and design.

This category of maintenance normally consists of inspecting, cleaning, servicing, preserving, lubricating, and adjusting, as required. Such maintenance may also include simple parts replacement that can be performed with only basic mechanical skills and simple hand tools. The contractor must not provide maintenance or repair beyond afore mentioned maintenance unless directed by the Contracting Officer. The contractor must ensure that the costs for operator maintenance are included in the Monthly Usage Charge CLIN on a firm fixed price basis.

#### **C-2.8.3 Daily, Weekly, and Monthly Recurring Maintenance Requirements:**

The contractor must be responsible for daily, weekly, and monthly recurring maintenance checks and services of government fuel facilities and related fuel handling equipment in accordance with NAVAIR 00-80T-109, Aircraft Refueling NATOPS Manual, NAVFAC MO-230, UFC 3-460-03 Unified Facilities Criteria (UFC) Operations and Maintenance: Maintenance of Petroleum Systems, DoD regulation 4140.25-M chapter 8, and applicable contract clauses, and the Operations and Maintenance Manuals available on site. The contractor must provide all staffing, materials and equipment not otherwise specified by any source to accomplish the required recurring maintenance tasks. The Contractor must ensure that the costs for recurring maintenance are included in the Monthly Usage Charge CLIN on a firm fixed price basis.

#### **C-2.8.4 Quarterly and Above Recurring Maintenance Requirements:**

Under the SRM Recurring Maintenance and Minor Repair (RM/MR) Program, the USACE will provide a contractor to perform all quarterly and above maintenance tasks in accordance with the NAVFAC MO-230, UFC 3-460-03, and DoD regulation 4140.25-M chapter 8. Periodic testing of systems/components, generally on a quarterly basis, is included within the RM/MR contract. The contractor for this contract will monitor, track, and document all recurring maintenance performed by the RM/MR contractor and collect all documents related to the completion of these maintenance actions from the COR and record the completion in their CMMS for tracking purposes. If Quarterly and Above Recurring Maintenance tasks are not being performed as required or sufficiently by the RM/MR contractor, the contractor for this contract will report the problem to the COR and DLA Energy Contract Officer for assistance and resolution.

#### **C-2.8.5 Repairs:**

The RM/MR contractor will take immediate action to assess emergency situations and minor repair. This includes all facilities and equipment on the inventory list that DLA Energy is responsible for sustainment, restoration and modernization. All deficiencies identified which require maintenance or repair work above that included in the Monthly Usage Charge CLIN on a firm fixed-price basis will be submitted to the COR to be performed by the RM/MR contractor. The contractor for this contract will monitor, track, and document all repairs performed by the RM/MR contractor and collect all documents related to the completion of these maintenance actions from the COR and record the completion in their CMMS for tracking purposes. If repairs are not performed in a timely manner, the contractor will report the delay to the COR and DLA Energy Contract Officer for assistance and resolution.

#### **C-2.8.6 Maintenance Records:**

Maintenance, repairs, inspections, and test findings will be electronically and manually recorded and maintained in permanent facility files. The contractor is required to keep all maintenance records using a CMMS. The contractor must develop and maintain an electronic database on deficiencies and problem areas needing corrective work. Record keeping includes all noted deficiencies found and work performed at the fuel facility; even if performed by another organization or contractor. The information obtained from the RM/MR contractor, daily/weekly/monthly inspections and operator findings will be input into the CMMS as needed and used to schedule the required maintenance as appropriate. Records will be maintained for the duration of the contract and turned over to DLA Energy at completion of the contract. In addition, the COR will be allowed unlimited/unrestricted access to the contractor developed database. The contractor will track all maintenance and repair expenditures by DLA provided Real Property number. See Appendix A.

#### **C-2.8.7 Buildings and Structures:**

The contractor must ensure that all buildings, structures, and facilities used by or under contractor control are kept clean and sanitary. The contractor must sweep, mop, and wax floors, wash windows, and walls of occupied buildings or office spaces so as to present a clean, sanitary, and orderly appearance. Food storage and preparation

areas must be maintained in an orderly and sanitary condition. Clothing locker and change areas must be kept orderly and clothing hung or kept in lockers. Maintenance and storage buildings must be kept in clean and orderly manner. Areas immediately around buildings for which the contractor is responsible must be kept free of debris. The contractor must not allow fire hazards, such as oily rags, loose paper, and trash to accumulate in or around buildings, structures, facilities, and areas used, occupied, or controlled by the contractor. The contractor must reset circuit breakers and switches, furnish and replace burned out standard and fluorescent lights, and plunge sinks and toilets to keep them serviceable. The requirement for other building/structure maintenance, i.e., electric, carpentry, and other skilled trade work must be documented and forwarded to the COR. The contractor must not alter any structure or allow it to be altered without explicit written approval by the Navy.

**C-2.8.8 Pest and Rodent Control:**

Pest and rodent control are the responsibility of the base. Requests for services must be forwarded to the COR. The use of insecticides and rodenticides by the contractor is prohibited unless authorized in writing by DLA Energy Contract Officer.

**C-2.8.9 Designated Areas:**

The contractor must establish a smoking policy that prohibits smoking in other than installation-designated areas. The contractor must provide signs to be posted at the entrance to work areas that read, "NO SMOKING EXCEPT IN DESIGNATED AREAS." The contractor must also designate a smoking area and provide signs that read, "DESIGNATED SMOKING AREA." The contractor's smoking policy, designated smoking areas, and signs will comply with federal, state and local laws and DoD/Navy regulations.

**C-2.8.10 Trash Removal:**

The contractor must be responsible for the pick-up of all trash and debris within and around fuel areas under its control and must dispose of all such trash and debris in local area containers/dumpsters. The Navy will dispose of the trash and debris placed within the containers/dumpsters provided.

**C-2.8.11 Grounds:**

Grounds maintenance, grass cutting and vegetation control, must be provided by the contractor. Grass, weeds, and brush, except ornamental trees and shrubs, within the areas defined herein must be maintained so as not to exceed "4" inches in height at any given time. All vegetation within contractor controlled areas, on/under fence lines, and in the security zone outside the fence line of the bulk storage, refueler parking area, must be maintained with the prescribed limits. Bulk vegetation and waste accumulated during mowing, removal, and control operations must be disposed of by the contractor. The use of fungicides by the contractor is prohibited.

**C-2.8.12 Other Facilities, Equipment, and Utilities:**

The contractor must continuously monitor other facilities, equipment, and utilities, e.g., Exterior lighting, security lighting, and exterior building lights; fences, to include signs and markings, gates and automatic gate openers; roads, paved surfaces, curbing, and sidewalks within contracted fuel management areas; fire hydrants, AFFF systems, storm drains, exterior water systems, power poles, lines and transformers, and exterior telephones within fuel management areas. Noted malfunctions, discrepancies, or an obvious need for maintenance must be documented and reported to the COR.

**C-2.8.13 Storage Tanks:**

The contractor must visually inspect the exterior of all storage tanks, to include small connected or free standing residual product collection tanks, and tank components and visually examine the various samples taken from the tanks on a continuous basis. All inspections and visual examinations must be documented and corrective action within the scope of PM/operator maintenance accomplished as deficiencies are noted. The contractor is responsible for keeping the tank exterior clean, free of mold, dirt, and rust. The contractor will pressure wash, remove corrosion, apply corrosion inhibitor and spot paint as needed. Maintenance requirements such as the need for exterior corrosion control and painting of tank(s) and tank inspection/cleaning as may be indicated by the visual examination of drawn samples must be recorded on the appropriate inspection documents and the CMMS.

**C-2.8.14 Tank Maintenance:**

The Navy will be responsible for the complete painting, internal inspections of, and cleaning of large bulk storage tanks. Upon notification of a cleaning or repair project, the contractor must, to the extent possible, use installed system pumping equipment to empty and ready all selected tanks for cleaning and inspection. On completion of tank cleaning or repairs by another party, the contractor must perform and document a complete external tank/system inspection to ensure all tanks and system components have been returned to a ready to use state and can be returned to service. The contractor must update the CMMS.

**C-2.8.15 Berms/Containment Systems:**

The contractor must ensure that all berms and containment systems are kept clean, free of vegetation, and the accumulations of other debris that may hamper proper system drainage. Drain valves must be inspected and actuated monthly. The Contractor must clean all moats, i.e., keep them free of accumulations of sand, dirt, debris, and vegetation. The direct discharge of any liquid from any berm/containment system must comply with all Spill Prevention Control and Countermeasures (SPCC) plans and National Pollution Discharge Elimination System (NPDES) permits as applicable. The Contractor must maintain a clear, concise log as to the dates and time berms are drained, observed conditions of the water drained, and who performed the drain operation. Except as required to physically clean and drain berm areas, drain valves, devices, and outlets must be kept in the closed position and locked. Keys must be controlled as outlined in local lock and key control security instructions.

**C-2.8.16 Pipelines:**

The contractor is responsible for keeping the pipeline exterior clean, free of mold, dirt, and rust. The contractor will pressure wash, remove corrosion, apply corrosion inhibitor and spot paint as needed to control corrosion. The Navy will be responsible for pipeline replacement, major repairs, and annual hydrostatic testing; however, the contractor must be responsible for incidental tasks, e.g., the manipulation of valves to isolate a line or the operation of system pumps to pressurize or evacuate lines. After any testing/repair action, the contractor must fully inspect, pressurize, and re-inspect the affected lines to ensure the integrity of the line and repairs performed before returning the pipeline to service.

**C-2.8.17 Pits:**

The contractor must keep all pipelines and component pits clean and free of debris, water, and fuel. The contractor must remove any water and/or fuel that may accumulate in pits and must periodically air pits to reduce/prevent corrosion. Should any pit appear to contain excessive fuel or fuel vapors, the contractor must inspect all pipeline connections (flanges), valves, and controls, to locate and correct the problem. Should the scope of repair work exceed the Monthly Usage Charge CLIN tasks of this Contract, the discrepancy must be documented in the CMMS and forwarded to the COR for the RM/MR contractor. Appropriate confined space safety measures must be observed. Pits known to be less than watertight must be identified, marked, and monitored continuously. Appropriate work requests for the repair, sealing, or possible replacement of such pits must be submitted and monitored.

**C-2.8.18 Oil/Water Separator System:**

The contractor must visually inspect and measure the contents of oil/water separators. Gauge readings and noted discrepancies must be documented and reported to the COR. Oil/water separator systems are maintained by Public Works.

**C-2.8.19 Cathodic Protection System**

Cathodic protection systems must be monitored (power on/off or damaged) by the contractor but maintained by Public Works via a DLA Energy centrally managed program.

**C-2.8.20 Corrosion Control and Painting:**

The contractor must perform corrosion control and minor painting (of those systems requiring painting) as part of PM. Minor/spot painting consists of removing dirt and corrosion, preparing the surface, applying primer/corrosion inhibitor, and repainting small surfaces areas and small components, e.g., valves, strainer, and motors, to protect surfaces from mold, bio growth, corrosion, and to preserve appearances. The contractor must also apply color code bands and symbols as outlined in MIL-STD-161, Identification Methods for Bulk Petroleum Products Systems as needed.

**C-2.8.21 Large Surfaces:**

The contractor will not be required to paint large horizontal/vertical surfaces such as buildings, entire tanks or entire pipeline systems but is required to protect surfaces from mold, bio growth, corrosion and to preserve appearances. Components needing more than 25% of its surface painted are not considered spot painting and are not included in the Monthly Usage Charge CLIN ; however, the contractor will not allow any component to deteriorate to that extent. Areas more than 10ft above a stable footing surface will not be required under the Monthly Usage Charge CLIN of this contract. These painting requirements will be recorded in the CMMS and reported to the COR for the RM/MR contract.

**C-2.8.22 Materials Used:**

Paint and Primer used must be an epoxy based suitable for use on metal and exterior surfaces. Epoxy paint and primer must meet the standards of MIL-DTL-24441, Exterior Coating of Steel Structures, and must be matching or compatible with the existing paint scheme. Painting of surfaces must conform to UFGS Section 09 97 13.27 and UFC 3-460-03.

**C.2.8.23 Fire Extinguisher Inspection:**

The contractor must inspect all fuel facility fire extinguishers as required by the regional fire prevention instruction. Contractor personnel must attend the certification class for fire extinguishers to perform the monthly inspections. However, the fire department still has overall accountability.

**C-2.9 Training:**

The contractor must establish and maintain a training program that is acceptable to DoD, DLA Energy, Navy, and station/base regulations. The training program must ensure that all contractor personnel receive training ranging from initial employee indoctrination, fuel safety, environmental issues, and DoD Antiterrorism (AT) Standards Level I. Training must be fully documented within each individuals training record and made available to the COR on request. The Personnel Qualification Standard (PQS) for Aviation Fuel Operations Ashore, NAVEDTRA 43288 must be used as the core training record for all applicable fuel personnel. Contract personnel may be trained and designated as Fire Wardens by the base Fire Inspector.

**C-2.10 Safety:**

The contractor must maintain a comprehensive fuel safety program that complies with applicable Federal, state, and local laws and Navy instructions and regulations. The contractor must appoint a responsible individual for collateral duties as a Safety Program Monitor, the primary point of contact regarding the contractor's safety program. All operators must adhere to operational safety rules, e.g., flightline vehicle operations, grounding and bonding, safety distance criteria, fire watch, lock out / tag out, hearing conservation, and other safety guidelines for 100% of operations.

**C-2.10.1 Accident/Incident Reporting:**

All duty related accidents and incidents, to include traffic violations involving contractor operated equipment, for which the contractor or contract personnel are responsible or involved in must be reported to the COR immediately or, depending on the severity and circumstances, as soon as practical. All accidents and incidents must be fully documented and a copy of all initial draft and final accident/incident reports forwarded to the COR with the next duty day.

**C-2.11 Environmental:**

The contractor's work must conform to all operational controls identified in the Environmental Management System (EMS) and provide monitoring and measurement information necessary for the Navy to address performance relative to the goals of EMS. Environmental permits and licenses required for the operation of fuel facilities will be obtained by and kept on file by the Navy. The contractor must be responsible for maintaining compliance required by the fuel facility permits and licenses. The contractor's performance must be in accordance with environmental plans that will be provided by the Navy. The contractor must modify standard operating procedures and work practices to ensure compliance with any new or revised permits, licenses, laws, or regulations. The contractor must ensure that all necessary actions are taken to prevent, control, and abate

environmental incidents. If the contractor receives a Notice of Violation, they must immediately notify the Contracting Officer and COR.

**C-2.11.1 Assignments:**

The Spill Prevention Control and Countermeasures (SPCC) plan and/or the Facility Response Plan (FRP) or equivalent, may designate contract management/personnel to serve as the Incident Commander (IC) and/or designated as the Initial Point of Contact (IPOC) relevant to fuel facilities under the control of the contractor. The contractor will be capable of meeting the requirements in the FRP and SPCC and participate fully in all required spill exercises. In concert with the base environmental goals, the contractor must train personnel regarding all required duties relevant to the assigned tasks, Hazardous Waste Operations and Emergency Response (HAZWOPER), and Safe Transportation of Hazardous Materials and Under Ground Storage Tank Operator Training and Oil Pollution Act of 1990 (OPA 90), conducted annually, and all other systems for which it is responsible.

**C-2.11.2 Spill Response:**

In the event of a spill, the contractor will follow the SPCC and FRP.

**C-2.11.3 Spill Reporting:**

In the event of a reportable spill, the contractor must report to the Contracting Officer, DLA Energy, Americas West, and the COR the spill response required immediately by telephone and email in accordance with requirements in DLA Energy Policy P-40 (Spill/Leak/Release/Reporting). In addition to DLA Energy formal requirements for the reporting of fuel spills, the contractor must provide a simplified report of all spills involving the contractor, its personnel, equipment and systems for which it is responsible. All reports must be immediate (same day) written (e-mail) accounts of the circumstances surrounding the spill, the estimated amount of the spill, and actions taken to remediate the spill.

**C-2.11.4 Spill Response Supplies:**

The contractor must be responsible for the care and upkeep of all spill containment and clean up kits; supplies and equipment under the Monthly Usage Charge CLIN at no additional cost to the DLA Energy, which are required in accordance with the SPCC and FRP.

**C-2.12 Security:**

Under the guidelines of the most current OPNAVINST 5530.14, Navy Physical Security, the contractor must be responsible for implementing the administrative and physical security measures as required to protect base facilities, vehicles, equipment, materials, systems, and petroleum products, as well as, contractor owned equipment, tools, supplies, and vehicles. The contractor must provide all labor, vehicles, equipment, materials, and supplies necessary to manage and protect all the areas under its control including force protection measures.

**C-2.12.1 ADP and Information Assurance:**

The contractor must comply with all ADP security measures and requirements for installation computer systems and OPNAVINST 5239.1, Navy Information Assurance Program, NAVSUPINST 5239.1A, Automated Information System (AIS) Security Policy for Naval Supply Systems Command, and site-specific installation regulations for information security.

**C-2.12.2 Key Control:**

The contractor must account for all keys and establish a control system to safeguard and prevent theft, loss, or use by unauthorized personnel. A Primary and Alternate Key Custodian with the responsibility for the issue, receipt, inventory, and securing of keys must be designated in writing and a copy of these designations must be provided to the Security Lock and Key Control Officer. If, through negligence by the contractor, the Navy must replace or re-key locks, the contractor must reimburse the Navy for all expenses incurred. The contractor must not replace Navy locks without approval from the COR; once approved they must provide copies of new keys to the Security Lock and Key Control Officer. The contractor must only use keyed locks. The contractor must immediately notify the Security Lock and Key Control Officer and COR of any keys lost or stolen.

**C-2.12.3 Heightened Security:**

The contractor must comply with FLC and Commander, Navy Region policies to ensure mission accomplishment during heightened security postures at naval installations. To provide continuity of operations, the contractor must designate essential personnel.

**C-2.13 Base Property:**

See Federal Acquisition Regulation (FAR) 52.245-1 and (FAR) 52.245.9.

**C-2.13.1 Joint Property Inventory:**

At contract turnover, the Outgoing and Incoming contractor, the COR and DLA Energy will conduct a joint inventory of all on-site furnished facilities, systems, equipment, supplies, and other property. They will jointly validate the list of facilities, fuel systems, and equipment to be utilized by the contractor for the contract performance period. An inventory listing signed by the contractor must be provided to the Contract Officer within 10 days of the contract start date.

**C-2.13.2 Annual Inventory:**

The contractor must account for all properties, maintain records, and submit a report of on-site property in the custody of the contractor annually on the anniversary date of the contract award. The report must be forwarded to the COR not later than 30 days after contract award. The contractor's report must provide a complete inventory of on-site furnished property under its custody. The contractor must identify all property deleted and received since the preparation of the last inventory and provide copies of source documents.

**C-2.13.3 Disposition of Property:**

The contractor must request disposition instructions from the COR for property other than fuel products. See FAR 52.245-1.

**C-2.14 Use of Navy Facilities:**

The contractor must not permit or authorize its personnel to store, repair, or care for personal property such as boats, motor vehicles, recreational vehicles, trailers, motorcycles, etc., on Navy property. Likewise, the contractor must not use Navy property, facilities, or buildings for the storage or repair of contractor-owned vehicles and equipment not specified or provided for within the terms of this contract.

**C-2.14.1 Parking:**

The parking of personal vehicles used for transportation to and from work will be permitted in designated vehicle parking areas during normal working hours.

**C-3.0 CONTRACTOR - FURNISHED EQUIPMENT****C-3.1 Vehicles and Equipment:**

The contractor must provide aviation, ground, utility vehicles, and equipment in necessary quantities to meet the aircraft and ground refueling/defueling workload requirements, including surge demands. All vehicles and equipment must meet the performance requirements of NAVAIR 80T-109, Aircraft Refueling NATOPS Manual, National Fire Protection Agency (NFPA) 407, and other Federal, State, and local policies/laws as applicable. These assets are commercially available vehicles, trucks, tractors, and cargo tanks modified to meet specific requirements and/or maximum deliverable quantities of product to an airfield/flight-line environment. The NAVAIR 80T-109, Aircraft Refueling NATOPS Manual will take precedence over other regulations unless otherwise dictated. The contractor must provide all necessary tools, instruments, devices, parts, required to operate and maintain vehicles and equipment. All vehicles and equipment must be maintained in a state of condition to withstand the entire contract and must be fully capable of safely performing the tasks for which they are designed. The vehicles provided at contract start must not be replaced or removed from the base/station without written notification to and documented approval by the Contracting Officer.

**C-3.1.1 Condition of Vehicles and Equipment:**



Prime-movers, tractors and refuelers utilized in the performance of this contract must be capable of meeting the current standards listed in “PWS C-3.1 Vehicles and Equipment” and all other requirements outlined in the PWS for the duration of the basic and option contract performance periods. All refueling vehicles taken out of service for maintenance and repair must be reported to the COR. However, this does not relieve the contractor of their responsibilities in meeting fuel-servicing requirements within this PWS. The contractor will include in their technical proposal the make, model, manufacture date, capabilities relevant to this PWS, specifications, and maintenance/inspection records of contractor-furnished vehicles and equipment. The technical proposal will include contingency plans for major/minor breakdowns or unavailability of contractor-furnished equipment such as vehicles, pantographs, and/or hose carts that ensure no disruption of support or inability to meet the contract requirements. These contingency plans must include plans for varying quantities of unavailable equipment; such as one refueler out of service; two refuelers out of service; three to four or more, etc. This information will be included for use in evaluating the contractor’s ability to perform as required for the duration of the contract. The contractor must ensure that all proposed refueling vehicles and equipment are in place at the start of the performance period.

**C-3.1.2 Modification/Overhaul/Replacement of Vehicles and Equipment:**

The contractor furnished vehicles and equipment on site deemed undependable, unreliable, or incapable of meeting any specific requirement outlined in this PWS must be reported to the Contracting Officer and must be repaired, modified, overhauled, upgraded, or replaced at no cost to the DLA Energy. The contractor will bear all risks and expense associated with the maintenance, serviceability, licensing, permitting, operation, and use of the contractor furnished vehicles and equipment.

**C-3.1.3 Vehicle Lighting:**

All Vehicles required to enter the run-way, taxi-way, and ramp area must conform to FAA Advisory Circular AC 150/5210-5C for vehicle lighting. Daytime running lights and headlights must be configured to be turned off by the operator.

**C-3.1.4 Company Logo:**

Aviation fuel, ground fuel, utility vehicles and equipment doors must be marked with a permanently affixed company name or logo. Stenciled or spray painted logos or magnetic placards must not be used.

**C-3.1.5 Spill Remediation Kits:**

All contractor aviation, ground and utility vehicles must be equipped with a spill clean-up/remediation kit that is protected from the elements but readily available to the vehicle operator. Sufficient spares must be provided so that vehicle kits can be maintained at a 100% level.

**C-3.1.6 Radios:**

The Navy will provide radios under this contract to fully control all contractor fuel operations described. The ignition system of all contractor vehicles must be equipped with devices designed to minimize radio interference. The contractor is responsible for loss or damage to the Navy provided communications equipment.

**C-3.1.7 Overfill Protection Equipment (OPE):**

Each mobile refueler placed in service must be equipped with overfill prevention, ground verification, and Truck Identification Module (TIM). The OPE must consist of an automatic electronic continuous self-checking system with dual level overfill prevention to include high and high-high liquid level sensing. The system must mirror that of DLA Energy managed OPE installed at the fuel facility and incorporate an anti-driveaway feature. The OPE system must have a pre-check feature to ensure the automatic high-level shutoff system is functioning properly. The high-level liquid sensor will be the primary method of shutdown at the fill stand. The high-high level liquid sensor will be the secondary method of shutdown on the truck to include defuel operations, both must cause the internal tank valve to close and sound an audible alarm.

**C-3.1.8 Low Point Drain:**

All tanks must be configured with an internal self-closing stop-valve.

**C-3.1.9 Recirculation and Defueling:**

All aviation fuel servicing vehicles must have recirculation and defueling capabilities.

**C-3.1.10 Meters:**

Refuelers/defuelers must be equipped with positive displacement, temperature-compensating meters sized to the flow rates established. For dedicated defuelers, non-compensated, positive displacement meter(s) with a gallon register may be installed. The contractor must calibrate or have calibrated each meter by a certified agent semi-annually, after maintenance or servicing. The contractor must also inspect each temperature element semi-annually of meters equipped with temperature compensation feature. The contractor must mark each meter and compensator to indicate the date of calibration or inspection, and must establish a system of records to validate calibration date markings.

**C-3.1.11 Hoses:**

Unless otherwise specified, refuelers must hoses configured with over wing and under wing hoses compatible with the aircraft and safety requirements. There may be airfield specific distance requirements based on airfield configuration. Refer to schedule of aircraft to determine hose length required.

**C-3.1.12 Hose fittings:**

Nozzles, tubes, drum thieves, cut hard/soft hose, and any other apparatus required to connect to and defuel the equipment and facilities must be provided by the contractor.

**C-3.1.13 Hose Storage:**

Hose storage in the form of troughs, platforms, or hose reels must be provided for all hoses. Hoses must not be hung or draped over intermittent points attached to or protruding from the tank or frame.

**C-3.1.14 Tires:**

Unless specific tire requirements are established by the Commanding Officer, 49 CFR, Chap III, Sub-Chap B, Part 393, Sub-Part G applies. Non-FOD tire may be mounted at the Contractors discretion; however, recaps and slicks are not authorized for use on the front wheels when operating off base.

**C-3.1.15 Spot Light:**

All aviation refuelers must be equipped with a cab-mounted spotlight (work light) that can be manipulated by the driver from within the truck cab.

**C-3.1.16 Warning Light:**

All vehicles operating on or entering the airfield must be equipped with a rotating, yellow warning light.

**C-3.1.17 LPG Servicing System:**

The ground product truck used to provide services to the Port Hueneme site must be configured to carry a 110-gallon Liquefied Petroleum Gas (LPG) tank with standard receipt/product transfer fittings, an issue hose of at least 15 feet, tank control valve, and a product servicing nozzle of the type used to fill small propane tanks. The commercially available LPG tank meeting ASME standards must be permanently mounted on the ground fuel delivery truck for the delivery of LPG to forklifts throughout the Port Hueneme Site.

**C-3.2 Records:**

The contractor must keep maintenance records on all fuel servicing equipment provided containing a complete description, of the truck, tractor, and fuel tank provided, and a copy of fuel tank certification and any applicable inspection documents. A complete maintenance history relevant to the contractor's possession of the vehicle must be provided and available to the COR for the duration of the contract.

**C-3.3 Disposition of Property:**

Contractor furnished equipment must be used solely in the performance of this contract. Vehicles and equipment that do not meet the performance requirements of this contract, excess equipment, or fire/safety hazard must be removed from the work site and replaced if applicable at the contractor's expense.

**C-3.4 Property Storage:**

The contractor must not store vehicles or equipment in excess of contract requirements on Navy property. Equipment deemed to be unacceptable for use within the terms of this contract, excess to contract requirements, and standby equipment must be removed from the base immediately. That property in place at termination of the contract must be removed from Navy property within 30 days.

**C-3.5 Equipment Inspection:**

Prior to the contract start date or a date mutually agreed upon by all parties, the contractor must have all equipment, supplies, materials, and documents available on-site for physical inspection, count, and/or review by DLA Energy, NAVSUP Energy, and the COR. The expense of making all such property available for inspection, to include the labor necessary to move, fill, operate, and adjust/repair the equipment being inspected, must be borne by the contractor. An accurate vehicle identification list must be presented for inspection. Copies of documents and all required attachments must be provided to the Contracting Officer and the Post-Award Inspection Team Leader on the first day of the equipment inspection. Should it become necessary for the team to physically re-inspect contractor provided equipment, supplies, or materials deemed unacceptable, they must be repaired, modified to meet specifications, or replaced at the contractor's expense and documented in the contract file.

**C-3.6 Other Contractor Provided Equipment and Supplies:**

The contractor must provide the following equipment, supplies, materials, and services. In doing so, the contractor must adhere to all Federal, state, and local laws, rules, code, and regulations applicable to the products and services provided and the purchase, transport, use, storage, and disposition of hazardous materials that may be required to fulfill the conditions of this contract.

**C-3.6.1 Communication Services:**

The contractor must provide all services and equipment necessary to conduct company business.

**C-3.6.2 Administrative Supplies and Equipment:**

The contractor must provide all administrative supplies and office equipment necessary to undertake the administrative and records keeping functions required by the contract except forms, software, or equipment specified as being provided by another source. The contractor must not be given access to or use Navy office equipment, e.g., computers and copy machines, not specifically provided for under the terms of this contract.

**C-3.6.3 Tools:**

The contractor must provide all hand/power tools, test/measurement/calibration devices, and powered/non-powered equipment required and necessary to inspect, test, calibrate, maintain, and repair contractor furnished vehicles and equipment. Sufficient tools must also be available for (operational, preventive, scheduled and corrective) maintenance of Navy facilities and equipment.

**C-3.6.4 Spares for Contractor Furnished Equipment:**

The contractor must provide all spares, replacement parts, components, and repair services required to maintain and repair contractor-furnished vehicles and equipment.

**C-3.6.5 Specification/Standards:**

All parts, items, and materials furnished must meet or exceed DOD specification/standards or equivalent commercial item standards.

**C-3.6.6 Consumables and Expendables:**

With reference to equipment and facilities operated and maintained by the Contractor, the Contractor must provide and maintain a bench stock of all consumable and expendable material necessary for all maintenance and laboratory operations.

**C-3.6.7 Replacement Filters:**

Filters for fixed facilities are provided in accordance with DLA Energy P-22, Procedures for Requisition, Funding Requests, or Reimbursement of Filter/Coalescer Elements.

**C-3.6.8            Grounds Maintenance Equipment and Supplies:**

The Contractor must furnish all powered and non-powered equipment required and necessary to maintain all grounds, fence lines, pipeline right-of-ways, and clear zones.

**C-3.6.9            Snow Removal Equipment and Supplies:**

The contractor must furnish all powered equipment, shovels, scrapers, salt compounds, and chemicals required to maintain a clear path to and/or around facilities, parked fuel servicing equipment, fuel receipt pier, and all sidewalk and general building entrances. Snow and ice removed from designated areas will be accumulated where instructed for melting or removal by the installation.

**C-3.6.10          Computer Hardware and Software:**

Both computer hardware and software needed to generate company correspondence, reports, and business forms/documents or for training, must be provided by the contractor.

**C-3.6.11          Uniforms:**

All contractor personnel must wear a distinctive company uniform in performance of their duties. The contractor must provide seasonal uniforms. All shirts, coveralls, jackets, coats, and caps must be emblazoned with a readily identifiable company name or logo with the employee's nametag affixed.

**C-3.6.12          Safety Equipment:**

Contractor personnel must wear personal protective equipment and safety equipment applicable to the task/duty being performed and as mandated by 29 CFR 1910.132 or the installation. If applicable, other equipment such as fire retardant overalls, safety harnesses and ropes, test equipment for the monitoring of oxygen deficient or explosive atmospheres in confined spaces, and breathing apparatuses must also be furnished by the contractor. Special safety equipment used in the performance of direct refueling operations by contractor personnel will be provided by the contractor.

## Appendix A Facility Specific Information

**Hours of Operation:** The contractor must be responsible for providing fuel support for all fueling requests 24/7. This contract has no provisions for augmentation or overtime reimbursement. The entire staffing workload will be covered under the Monthly Usage Charge CLIN. The following table defines the typical days of the week and hours of operation for which the contractor must be responsible for providing immediate support/services. The base will provide flight schedules, exercise/deployment schedules, and identify all known and scheduled events; however, should fueling operations change (increase in duration on any day or weekend operations arise), or fluctuate in the daily start/stop times (e.g., hot pit or bulk receipts), the contractor must support such changes with no additional reimbursement. The base will, at the earliest possible opportunity, provide the contractor notice of such changes. The table does not dictate or account for pre-operations equipment inspections, quality surveillance, or maintenance requirements, nor does it indicate the level of staffing required. The contractor must be required to monitor and support other contractors. This may include performing common operator tasks necessary to assist other parties and/or contractors that may be tasked to survey, inspect, monitor, adjust, refurbish, repair, or replace the equipment, systems or facility. San Nicolas Island is continuously manned as contractors remain (live) on the island weekdays and are relieved by an alternate Friday/weekend/holiday operator. The times depicted below are “normal” operating hours.

### Hours of Operation: Point Mugu

Function	Monday-Friday	Monday-Friday Non-standard Hours	Saturday	Sunday/Holidays
Terminal Manager	As Required (AR)			
Assistant Terminal Manager	As Required (AR)			
Fuel Dispatch Center	0000-2400			
Inventory and Accounting	0600-1430			
<b>Aircraft Fuel Servicing Operations</b>	As noted below			
Truck “Cold” Refueling Operations	0000-2400			
Direct Refueling Operations	Daylight Hours		AR	AR
Ground Fuel Delivery	0730-1600	after 1600 AR	AR	AR
<b>Bulk Storage Operations</b>	0730-1600	after 1600 AR	AR	AR
Recyclable Jet Fuel Handling	0730-1600	after 1600 AR	AR	AR
Service Station Operations	AR	AR	AR	AR
Quality Surveillance	0500-1330	AR	AR	AR

### Hours of Operation: Port Hueneme

Function	Monday-Friday	Saturday	Sunday/Holidays
Ground Fuel Delivery	0730-1600	AR	AR
<b>Bulk Storage Operations</b>	AR	AR	AR
Service Station Operations	AR	AR	AR
Quality Surveillance	AR	AR	AR

### Hours of Operation: San Nicolas Island

Function	Monday-Friday	Monday-Friday Non-standard Hours	Saturday	Sunday/Holidays
Fuel Dispatch Center	AR	AR	AR	AR
Inventory and Accounting	AR	AR	AR	AR

<b>Aircraft Fuel Servicing Operations</b>	As noted below	As noted below	As noted below	As noted below
Truck “Cold” Refueling Operations	0730-1600	after 1600 AR	0730-1600	0730-1600
Ground Fuel Delivery	0730-1600	after 1600 AR	0730-1600	0730-1600
<b>Bulk Storage Operations</b>	0730-1600	after 1600 AR	0730-1600	0730-1600
Recyclable Jet Fuel Handling	AR	AR	AR	AR
Service Station Operations	AR	AR	AR	AR
Quality Surveillance	AR	AR	AR	AR

## 2. Storage:

<b>Tank #</b>	<b>Capacity</b>	<b>Product</b>	<b>Type</b> Product Recovery Tank, Storage Tank, Aircraft Direct Refueling, Defuel Tank, ETC
<b>NAVBASE VENTURA CTY PT MUGU CA</b>			
330 #7	8,000	JP5	Aircraft Direct Refueling
330 #8	8,000	JP5	Aircraft Direct Refueling
330 #9	8,000	JP5	Aircraft Direct Refueling
63A	26,000	MRR	Bulk Storage/ Service Station Storage
63B	26,000	MRR	Bulk Storage/ Service Station Storage
63C	26,000	DS2	Bulk Storage/ Service Station Storage
63D	26,000	JP5	Bulk Storage
63E	26,000	JP5	Bulk Storage
63F	26,000	JP5	Bulk Storage
63G	26,000	JP5	Bulk Storage
63H	26,000	JP5	Bulk Storage
633	108,000	F-24	Bulk Storage
634	108,000	F-24	Bulk Storage
635	108,000	F-24	Bulk Storage
637	300,000	F-24	Bulk Storage
638	300,000	F-24	Bulk Storage
639	300,000	F-24	Bulk Storage
<b>PORT HUENEME</b>			
5307 Tank 1	20,000	MRR	Service Station Storage
5307 Tank 2	20,000	F-24	Service Station Storage
5307 Tank 3	20,000	DS2	Service Station Storage
5307 Tank 4	10,000	E85	Service Station Storage
5307 Tank 5	10,000	DS2	Service Station Storage
<b>SAN NICOLAS ISLAND</b>			
126	420,000	JP-5	Bulk Storage
909	25,000	JP-5	Bulk Storage
910	25,000	JP-5	Bulk Storage
911	25,000	JP-5	Bulk Storage
912	20,000	JP-5	Bulk Storage
900	20,000	MRR	Bulk Storage/ Service Station Storage

## 3. Throughput and receipt:

<b>Product</b>	<b>Monthly Issues (average)</b>	<b>Receipt Mode</b> Pipeline, Commercial Truck, Barge...
<b>NAVBASE VENTURA CTY PT MUGU CA</b>		
F-24	437,000	Commercial Truck
JP-5	26,680	Commercial Truck
DS2	2,200	Commercial Truck
MRR	300	Commercial Truck
<b>PORT HUENEME</b>		
F-24	770	Commercial Truck

DS2	2,150	Commercial Truck
MRR	1,500	Commercial Truck
E85	1,900	Commercial Truck
<b>SAN NICOLAS ISLAND</b>		
JP-5	33,300	Barge
MRR	180	Tank Truck via Barge

#### 4. Squadrons and Aircraft Assigned:

Squadron	Type Aircraft	Number	Average Refuel	Average Defuel	Max Fuel Load
VR-55, Minutemen	C-130T, Hercules	5	4800	500 per month	9680
VAW112, Golden Hawks	E-2C, Hawkeye	4	1800	660 per month	1824
VAW113, Black Eagles	E-2C, Hawkeye	4	1800	1050 per month	1824
VAW116, Sun Kings	E-2C, Hawkeye	4	1800	1350 per month	1824
VAW117, Wallbangers	E-2C, Hawkeye	4	1800	400 per month	1824
VX-30, Bloodhounds	RP-3A, Orion	4	4200	1060 per month	9200
	C-130T, Hercules	5	4800	650 per month	9680
	S-3, Viking	3	1800	0	2463
Phoenix Air (Contract)	EMB-120, Gulfstream	3	300	0	880
Atac (Contract)	F-21, KFIR	4	1300	1000 per month	1400
	MK-58, Hawker Hunter	4	1000	1300 per month	1200
	L-39, Albatros	2	300	0	517
Carona Leasing	Bell-206	1	100	0	110
	Cessna-208	2	300	0	336
	Bell-407	2	115	0	128
Firescout	MQ-8C, UAV	7	200	500 per month	400
VTUAV	MQ-8B, UAV	4	100	100 per month	200
Coast Guard	MH-65, Dolphin	2	200	0	291
Visiting Aircraft Line	Various	Transient	Varies	840 per month	Varies

#### 5. Real Property:

RPUID	Facility number	Building Name	Size/Qty	Unit of Measure
<b>NAVBASE VENTURA CTY PT MUGU CA</b>				
165267	63H	JP-5 STOW TANK	26,000	USG
165062	638	JP 8 FUEL TANK	300,000	USG
165268	63J	WATER STORAGE TANK		
165063	639	JP 8 FUEL TANK	300,000	USG
1187897	330	AIRCRAFT REFUELING STATION (3x8,000)	24,000	USG
163208	681	A/C TRUCK FUELING FAC 4/JP8		
166844	631	FILLING STA/OFFICIAL VEHICLE	400	SF
1188203	330B	FENCE AIRCRAFT REFUELER		
1188595	330A	SECURITY FENCE AIRCRAFT REFUELER		

165066	63C	DIESEL STORAGE TANK	26,000	USG
165263	63D	JP-5 STOW TANK	26,000	USG
165270	63L	WASTE WATER TANK	60,000	USG
166846	633	JP8 FUEL STORAGE TANK	108,000	USG
163209	686	TRUCK FUEL LOAD/MOGAS/DIESEL		
166848	635	JP8 FUEL STORAGE TANK	108,000	USG
165064	63A	MOTOR GASOLINE STORAGE TANK	26,000	USG
165266	63G	JP5 FUEL STORAGE TANK	26,000	USG
166843	63	FUEL FARM OFFICE BLDG	1298	SF
165264	63E	JP-5 STOW TANK	26,000	USG
165269	63K	WASTE WATER STORAGE	108,000	USG
163411	687	TRUCK FUEL UNLOAD FACILITY		
166849	637	JP 8 FUEL TANK	300,000	USG
165272	63N	AC FUEL TK UNLOADING FAC		
1097485	200381	ROAD, DLA COMPOUND	1603	SY
1097484	200380	OIL WATER SEPARATOR		
1097486	6363A	GENERATOR 6363		
1277040	201072	PETROLEUM PIPELINE		
1097483	200379	PAD	640	SY
1097482	200378	SECURITY LIGHTS		SF
165271	63M	WATER STORAGE TANK	60,000	USG
1097580	631A	FILLING STATION @ PM631(DLA)		
166847	634	JP8 FUEL STORAGE TANK	108,000	USG
1097576	200387	ROAD @ PM 631 GAS STATION	1717	SY
165265	63F	JP-5 STOW TANK	26,000	USG
551316	3	TANK #3	15,000	USG
1097538	200383	FUEL TRUCK PARKING	5512	SY
1097542	640A	GENERATOR 640		
1097545	200386	DLA FENCE		
551317	4	USED FUEL TANK	5,000	USG
165065	63B	MOTOR GASOLINE STORAGE TANK	26,000	USG
165289	674	FUEL FARM PMP CONTRL STATION	675	SF
1289539	330TANK3	AIRCRAFT DIRECT FUELING STATION TANK 3	8,000	USG
1289540	330TANK2	AIRCRAFT DIRECT FUELING STATION TANK 2	8,000	USG
1289541	330TANK1	AIRCRAFT DIRECT FUELING STATION TANK 1	8,000	USG
<b>PORT HUENEME</b>				
116251	5307 TANK3	DIESEL TANK	20,000	USG
116249	5307 TANK2	JP8 TANK	20,000	USG
116248	5307	FILLING STATION		
116252	5307 TANK5	DIESEL TANK	10,000	USG
116250	5307 TANK1	MOGAS TANK	20,000	USG



1097593	200392	SECURITY FENCE		
1097583	5307 TANK4	E85 STORAGE TANK	10,000	USG
1097585	200390	FUEL UNLOAD FACILITY		
1098425	200391	FUEL TRUCK PARKING	326	SY
1097774	200396	SECURITY LIGHT DLA PH		
1097596	200393	ROAD	4405	SY
1097785	200395	PAD DLA	160	SY
<b>SAN NICOLAS ISLAND</b>				
120501	909SNI	ABOVE GROUND FUEL TANK JP-5	25,000	USG
1152684	1005SNI	DLA FUEL LABORATORY	200	SF
120507	912SNI	ABOVE GROUND FUEL TANK JP-5	20,000	USG
120503	910SNI	ABOVE GROUND FUEL TANK JP-5	25,000	USG
116946	290BSNI	FUEL OIL TANK		
120505	911SNI	ABOVE GROUND FUEL TANK JP-5	25,000	USG
1097767	200398	FUEL TRUCK LOADING FACILITY		
1097915	126TNKSNI	JP5 TANK DLA	420,000	USG
1097772	200397	FILLING STATION SNI DLA		
1097820	200404	OIL WATER SEPARATOR DLA		
1097802	200402	SIDE WALK FUEL FARM DLA	64	SY
120496	900SNI	GASOLINE TANK # 900SNI	20,000	USG
1097811	200403	OIL WATER SEPARATOR DLA		
1097845	200405	ROAD DLA	250	SY
1097846	200406	POL PIPELINE DLA		
1097780	200401	SECURITY FENCE SNI FUEL DLA		
123183	303SNI	FUEL TRUCK LOADING FACILITY DIESEL		
1097786	200400	SECURITY LIGHTING DLA SNI		

#### 6. Navy Equipment:

Description	Make/Model	Serial Number	Location
Computer NMCI	HP PRO DESK	2UA5411Y54	TM OFFICE
COMPUTER NMCI	HP PRO DESK	MXL234IH52	DISPATCH OFF
PRINTER NMCI	HP LJ P3015	JPBCC6MIJD	DISPATCH OFF
COMPRESSOR	4FN99BA HUSKY	00042	602
TIRE MACHINE	BISHMAN	414536	602
MONITOR NMCI	HP 5203	3CQ101Q23V	DISPATCH
MONITOR NMCI	DELL		TM OFFICE
FSII B2 TEST KIT	2 EA	BE10536	PTM LAB
CCFD	2 EA	896882040703288	PTM LAB
FWD HYDRO LIGHT	D-2	21975 10842 20347 28636	PTM LAB
THERMOMETER		5225 5321	PTM LAB
FLASH TESTER	HB 96 759	R02291916	PTM LAB
HYDROMETER	SET OF 4	90863 91509 34147 315660	PTM LAB
DRYER OVEN	LDB1 38M	139511	SNI
CCFD	SET OF 2	09002 01 98912 016	SNI
FWD HYDRO LIGHT	D-2	23957	SNI
THERMOMETER		603840	SNI
HYDROMETER	SET OF 2	517779 85 962	SNI

FLASH TESTER		PM 07258 11	SNI
THERMOMETER		603816	PTH
HYDROMETER	SET OF 6	120467 121014 33307 89647	PTH
COMPUTER NMCI	HP	2UA52930FB	ACCT OFFICE
COMPUTER DLA	2 EA	11RYZQ1 HQNNJNI	ACCT OFFICE
MONITORS NMCI	2 EA		ACCT OFFICE
MONITORS DLA	2 EA		ACCT OFFICE
CONDUCTIVITY METERS	3 EA	12015 100762 272232	PM LAB

## 7. Provided Services:

<b><u>Transportation, Quarters, and Meals, NOLF San Nicolas Island:</u></b> The Navy will provide beginning/end of duty week transportation to/from the island. Quarters and meals are available at a rate of \$81.00/day for quarters and \$2.65 for breakfast, \$5.55 for lunch, and \$4.85 for dinner.
<b><u>Fire Suppression Equipment:</u></b> Except for contractor furnished extinguishers mounted on vehicles, all fire suppression equipment, i.e., fire extinguishers or portable/installed fire suppression equipment, will be provided and maintained by the Base Fire Department. The Base Fire Department will establish the quantity and type of fire suppression equipment on station within the Fuel Management facilities.
<b><u>Telephone Services:</u></b> The Navy will provide telephone services, e.g., DSN, and on-station emergency lines, Local Area Network (LAN) connections (if applicable), and equipment required and necessary to conduct official business, e.g., BSM-E input.
<b><u>Utilities:</u></b> The Base will provide electricity, natural gas/propane, heating/power production fuels, water, and sewage services as required for the health and welfare of contract personnel that occupy facilities provided by the Base.
<b><u>Refuse Collection:</u></b> The Base will provide refuse collection. Refuse placed in refuse containers by the Contractor must be limited to that generated at the contracted location in the performance of this Contract.
<b><u>Grounds Maintenance:</u></b> The Base will provide grounds maintenance, except for those grounds maintenance tasks specified in the PWS.
<b><u>Emergency Medical Service:</u></b> The Base will provide the emergency medical service limited to first responder emergency medical services as available through the Navy Branch Medical Section.
<b><u>Postal/Mail Distribution:</u></b> The Base will provide access to and postage for the United States Postal Service and United Parcel Service for official mail (mailing to a DoD agency) generated as a result of performance of this Contract. The Base will also provide on-installation distribution of mail. Correspondence (mail to) with the corporate office, vendors, financial institutions, and the like, as well as with employees, must be a contractor expense.
<b><u>Fuel Products:</u></b> Limited to those products stocked and issued on base, the contractor may utilize base fuel facilities to purchase fuel at established DLA Energy current standard price for their fuel servicing equipment, trucks, and tractors identified as fuel servicing equipment IAW FAR 51 and the terms of the contract. The contractor must first establish a Fuel Purchase Agreement (FPA) with DLA Energy to purchase petroleum products in accordance with DLA Energy I-3 "DEFENSE ENERGY SUPPORT CENTER FUEL PURCHASE AGREEMENT PROGRAM".
<b><u>Forms and Documents:</u></b> The Navy or DLA Energy will provide the necessary forms.
<b><u>Automated System Chips, Keys, and Cards:</u></b> DLA Energy will provide all hardware, software, and programmable chips, keys, and cards applicable to automated services stations/product dispensing systems.
<b><u>Safety Data Sheets (SDS):</u></b> The appropriate agency will provide the appropriate SDS for products furnished.

## Appendix B Definitions, Acronyms, and Abbreviations

**AFSS:** Automated Fuel Service Station

**API:** American Petroleum Institute

**AR:** As Required. According to the need of providing fuel support for all fueling requests. The contractor must staff accordingly. This is a situational workload should the need arise.

**ATG:** Automatic Tank Gauge

**AST:** Aboveground Storage Tank

**ASTM:** American Society for Testing and Materials

**ATG:** Automatic Tank Gauge

**ATM: Assistant Terminal Manager,** the person assigned as the assistant to the TM and the acting Terminal Manager in the absence of the TM. The Assistant Terminal Manager may have collateral duties such as the training or safety monitor, FDSO, or DSO to supplement the day-to-day workforce, but not that of a dispatcher. However, this management position must not be a collateral duty. ATMs elevated to the TM position, short or long term, must meet the collateral duty restrictions applicable to the elevated manager position.

**Barrel:** A barrel is equal to 42 U.S. gallons.

**Biodiesel (BDI):** Fuel comprised of 20 percent vegetable oils or animal fats blended with petroleum diesel as outlined in ASTM D7467.

**CFE:** Contractor Furnished Equipment

**CFR:** Code of Federal Regulations

**CLIN:** Contract Line Item Number

**CMMS:** Computerized Maintenance Management System

**Contracting Officer:** The Contracting Officer is the only individual expressly authorized to enter into, administer, change, and terminate contracts. Contracting Officers may bind the government only to the extent of the authority delegated to them through a warrant. The Contracting Officer is the only person authorized to appoint/designate CORs.

**Contracting Officers Representative (COR):** Person with technical expertise related to the requirement, monitors the technical or performance aspects of the contract and performs other duties specified by the appointment letter. The COR acts as the eyes and ears of the Contracting Officer.

**DFSP:** Defense Fuel Support Point

**DiEGME:** Diethylene Glycol Monomethyl Ether, a type of Fuel System Icing Inhibitor (FSII)

**DLA Energy:** Defense Logistics Agency Energy

**DOD:** Department of Defense

**DSN:** Defense Switching Network (telephone communications system)

**E85:** Gasoline, Automotive (Fuel Ethanol), composed of at least 85% ethanol

**EGME:** Ethylene Glycol Monomethyl Ether, a type of Fuel System Icing Inhibitor (FSII)

**EPA:** Environmental Protection Agency

**FAR:** Federal Acquisition Regulations

**FSII:** Fuel System Icing Inhibitor

**FRP:** Facility Response Plan

**ISSA:** Inter-Service Support Agreement

**GFE:** Government Furnished Equipment

**GOCO:** Government Owned Contractor Operated

**KO:** Contracting Officer

**MILCON:** Military Construction

**Must:** Is used to indicate that a provision of the contract or a requirement/action specified of the Contractor is mandatory.

**NAVSUP Energy Office:** Naval Supply Systems Command Energy

**NFPA:** National Fire Protection Agency

**NPDES:** National Pollution Discharge Elimination System

**NSN:** National Stock Number

**Off Station:** A generic term used to stipulate the areas outside the boundaries of a Naval Station, or facility, support activity, or Marine Corps Base or Air Station.

**OPA:** Oil Pollution Act

**Operational Maintenance:** As the term implies operational maintenance is performed by the operator and is the care and minor maintenance of equipment using procedures that do not require detailed technical knowledge of the equipment's or system's function and design. This category of operational maintenance normally consists of inspecting, cleaning, servicing, preserving, lubricating, and adjusting, as required. Such maintenance may also include minor parts replacement that does not require the person performing the work to have highly technical skills or to perform internal alignment.

**OSHA:** Occupational Safety and Health Administration

**PA:** Property Administrator

**POS:** Peacetime Operating Stock

**POV:** Privately Owned Vehicle

**Preventive Maintenance (PM):** Maintenance that is regularly performed to preserve and maintain equipment, apparatus, or facilities in such condition that they may be effectively used for their intended purpose.

**PSI:** Pounds per Square Inch

**PWC or D:** Public Works Center or Department

**PWS:** Performance Work Statement

**Recurring Maintenance:** Maintenance inspections and services which are on a fixed schedule. This schedule will come from UFC 3-460-03, NAVFAC MO-230, Manufacturer Recommendations; API Requirements, Federal, State, Local Law, Code or Regulation.

**Response Time:** The total elapse time as measured from the time a call for services are received by the Contractor to the time the fuel servicing equipment or operator arrives at the aircraft, vehicle, facility, or equipment to be serviced. Note that there are varying “normal duty hour” and “after hour or weekend” response times.

**QASP:** Quality Assurance Surveillance Plan

**SDS:** Safety Data Sheet

**SOP:** Standard Operating Procedure

**SPCC:** Spill Prevention Control and Countermeasure Plan

**SRM:** Sustainment, Restoration, and Modernization of Facilities

**TM:** Terminal Manager

**USCG:** United States Coast Guard

**UST:** Underground Storage Tank

**Used Oil:** Mixtures of aviation and ground fuels no longer on specification may include water bottoms.

**Should:** Is used to indicate an action on the part of the Contractor is recommended.

**Will:** The Government will provide,” implies the Government to take some future action to make something available to the Contractor.

## Appendix C Reference Documents

The following is a list of the references directly/indirectly cited within the PWS. It is not all-inclusive and does not cite local command instructions. It is the responsibility of the Contractor to ensure full compliance with all Federal, State, USN/USMC, and local regulatory documents. On contract award, the contracted activity will provide a copy of local instructions required. All other references, i.e., federal and state, professional, association, industry standards and guidelines, must be provided by the contractor.

Document	Title
<b>29 CFR 1910</b>	Occupational Safety and Health Standards
<b>29 CFR 1910.120</b>	Hazardous Waste Operations and Emergency Response
<b>33 CFR 154</b>	Navigation and Navigable Waters, Facilities Transferring Oil Or Hazardous Material In
<b>33 CFR 156</b>	Navigation and Navigable Waters, Oil And Hazardous Material Transfer Operations
<b>40 CFR 112</b>	Oil Pollution
<b>40 CFR 122</b>	EPA Administered Permit Programs: The National Pollutant Discharge Elimination
<b>40 CFR 261.6</b>	Identification and Listing of Hazardous Waste
<b>40 CFR 264</b>	Standards for Owners, Operators of Hazardous Waste Treatment, Storage and Disposal
<b>40 CFR 279.11</b>	Used Oil Specifications
<b>40 CFR 280</b>	Technical Standards and Corrective Action Requirements for Owners and Operators of Underground Storage Tanks
<b>49 CFR 171</b>	Hazardous Materials Regulations; General information, regulations, and definitions
<b>49 CFR 172</b>	Hazardous materials table, special provisions, hazardous materials communications, emergency response information, and training requirements
<b>49 CFR 173</b>	Shippers--general requirements for shipments and packaging
<b>49 CFR 178.345</b>	General design and construction requirements applicable to Specification DOT 406
<b>49 CFR 178.346</b>	Specification DOT 406; cargo tank motor vehicles
<b>49 CFR 180</b>	Continuing Qualification and Maintenance of Packaging
<b>49 CFR 382</b>	Controlled Substance and Alcohol Use and Testing
<b>49 CFR 383</b>	Commercial Driver's License Standards; Requirements/Penalties
<b>49 CFR 387</b>	Minimum Levels of Financial Responsibility for Motor Carriers
<b>49 CFR 390</b>	Federal Motor Carrier Safety Regulations; General
<b>49 CFR 391</b>	Qualification of Drivers
<b>49 CFR 392</b>	Driving of Commercial Motor Vehicles
<b>49 CFR 393</b>	Parts and Accessories Necessary for Safe Operation
<b>49 CFR 395</b>	Hours of Service for Drivers
<b>49 CFR 396</b>	Inspection, Repair and Maintenance
<b>NFPA 10</b>	Portable Fire Extinguishers
<b>NFPA 30</b>	Flammable and Combustible Liquids Code
<b>NFPA 30A</b>	Code For Motor Fuel Dispensing Facilities and Repair Garages
<b>NFPA 77</b>	Recommended Practice on Static Electricity
<b>NFPA 385</b>	Standard for Tank Vehicles for Flammable and Combustible Liquids
<b>NFPA 407</b>	Aircraft Fuel Servicing
<b>DLA Energy I and P</b>	DLA Energy Instructions and Policies
<b>DLA J72.001</b>	Contractor Common Access Card (CAC) Issuance and Accountability Process for DLA
<b>EI 1529</b>	Aviation Fueling Hose and Hose Assemblies
<b>EI 1581</b>	Specification and Qualification Procedures For Aviation Jet Fuel Filter/Separators
<b>DOD 4140.25-M</b>	DOD Management of Bulk Petroleum Products, Natural Gas, and Coal
<b>MIL-STD-161</b>	Identification Methods for Petroleum Products Systems Including Hydrocarbon Missile Fuels
<b>MIL-STD-3004</b>	Quality Surveillance Handbook for Fuel, Lubricants and Related Products

<b>MIL-HDBK-844</b>	Aircraft Refueling Handbook For Navy/Marine Corps Aircraft
<b>NAVAIR 00-80R-14</b>	NATOPS U.S. Navy Aircraft Firefighting and Rescue Manual
<b>NAVAIR 00-80T-109</b>	NATOPS Aircraft Refueling Manual
<b>NAVAIR 00-80T-114</b>	NATOPS Air Traffic Control Manual
<b>NAVFAC P-300</b>	Management of Transportation Equipment
<b>OPNAVINST 4790.2</b>	The Naval Aviation Maintenance Program (NAMP)
<b>OPNAVINST 5090.1</b>	Environmental Readiness Program Manual
<b>OPNAVINST 5530.14</b>	Navy Physical Security And Law Enforcement Program
<b>NAVFAC MO-230</b>	Maintenance and Operation of Petroleum Fuel Facilities
<b>UFC 3-460-01</b>	Design: Petroleum Fuel Facilities
<b>UFC 3-460-03</b>	Operation and Maintenance: Maintenance of Petroleum Fuel Facilities
<b>API 570</b>	Piping Inspection Code: In-service Inspection, Rating, Repair, and Alteration of Piping
<b>API 653</b>	Tank Inspection, Repair, Alteration, and Reconstruction
<b>API 650</b>	Welded Tanks For Oil Storage