

PERFORMANCE WORK STATEMENT (PWS)

FOR

Seismic Station Mission Support II

**Air Force Technical Applications Center (AFTAC)
SYSTEMS DEVELOPMENT DIRECTORATE**

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SECTION 1

1 DESCRIPTION OF SERVICES.

1.1 Introduction.

This is a non-personal services contract. The Government will neither supervise contractor employees nor control the method by which the contractor performs the required tasks. The contractor shall manage its employees and guard against any actions that are of the nature of personal services, or give the perception of personal services. The contractor shall notify the Contracting Officer (CO) immediately if they perceive any actions constitute personal services. These services shall not be used to perform any Inherently Governmental Functions.

1.2 Background.

The mission of the Air Force Technical Applications Center (AFTAC) is to detect, locate, identify, assess, and report worldwide nuclear detonations. In support of this mission, AFTAC utilizes seismic sensors stationed around the world to collect, record, and transmit seismic data in near real-time, 24 hours per day, 365 days per year.

AFTAC has a long standing relationship with Canada that is based on international agreements (the Cambridge Bay agreement was signed in 1969 and the Flin Flon agreement was signed in 1979) and a Memorandum of Agreement with the North Warning Systems Office. Maintaining these agreements is considered a critical component to mission success. These country-to-country international agreements provide the overarching requirements, which are administered by AFTAC and the Canadian Executive Agent, and implemented by AFTAC through this contract.

1.3 Scope.

This Performance Work Statement (PWS) specifies the requirements necessary for mission support at three seismic stations located in the United States and Canada. These locations are described below.

Operating Location (OL)-BW Boulder, Wyoming is a seismic facility located approximately 95 miles southeast of Jackson, Wyoming. The area of responsibility spans over 16 square miles and includes: a main compound consisting of six buildings; the 1.5 acre Remote Operating Facility (ROF) area located three miles from the main compound; the operational seismic array that includes 13 short period instrument sites, one broadband instrument location, and two radio repeater sites which provide data and intra-site communications to the individual seismometer locations; and a second seismic array that provides 7 sites for field research, testing, and training. The main compound area is owned by Hill Air Force Base, Utah, and the equipment at OL-BW is owned by AFTAC.

Equipment Location (EL) 079 Cambridge Bay, Nunavut, Canada, is a seismic array located above the Arctic Circle. It covers approximately 400 square miles and consists of 19 short period instrument sites, one broadband instrument site, four long period instrument sites, and approximately 450 miles of cable, which provides power, data, and intra-site communications to

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the individual seismometer locations. The facility building in which the contractor shall perform daily office duties is owned and managed by the Canadian Government.

EL 244 Flin Flon, Saskatchewan, Canada, is a seismic array that covers approximately 175 square miles and consists of 18 short period instrument sites, one broadband instrument site, and about 50 miles of cable, which provides power, data, and intra-site communications to the individual seismometer locations. This location also hosts an atmospheric sampling sensor. The facility building in which the contractor shall perform daily office duties is owned, but not managed, by the Canadian Government.

The contractor shall successfully complete all of the following mission support tasks and will be explained in greater detail under paragraph 2.0 SPECIFIC TASKS:

Table 1.

Para	Task	OL-BW	EL 079	EL 244
2.1	Operate & maintain site ensuring 98% data availability	√	√	√
2.2.1	Coordinate with AFTAC Systems Control on all mission equipment maintenance actions	√	√	√
2.2.2	Inspect equipment and perform necessary maintenance in accordance with applicable Technical Instruction (TI) or Technical Order (TO)	√	√	√
2.3.1	Remove any brush inside and within 50' of all Field Site Facilities	√	√	√
2.3.2	Maintain and if necessary, troubleshoot cable-plant IAW TO 31 W3-10-12 and TO 31 W3-10-15		√	√
2.3.3	Maintain the facility/building where contract duties performed, to sustain physical conditions as they existed at the start of the contract.	√		√
2.3.4	Provide support for research, training, and engineering testing activities	√		
2.4.1	Provide logistical and technical support to visitors	√	√	√
5.2.2	A SECRET level security Clearance is required	√		

1.4 Period of Performance.

The period of performance shall be for one (1) base period of 12 months and four (4) 12-month option periods.

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2 SPECIFIC TASKS.

2.1 Operational Mission Support.

The contractor shall operate and maintain the seismic arrays at OL-BW, EL 079, and EL 244 and shall ensure that data is available continuously, 24 hours a day, 7 days a week, 365 days a year, at each of the seismic stations.

2.2 Equipment Maintenance.

- 2.2.1 The contractor shall coordinate with AFTAC's Maintenance Operations Control Center (MOCC), commonly known as "Systems Control," on all equipment maintenance activities. The contractor shall notify Systems Control when they become aware of any local problem that impacts system operations such as, but not limited to, power loss, equipment loss, or weather issues. Systems Control monitors data availability, guides field operations, coordinates station requests for mission equipment maintenance support, and performs initial troubleshooting on malfunctioning mission equipment. Systems Control acts as a consolidated contact point to receive problem reports, and as such, is able to determine the extent of the problem, make corrections if possible, or transfer problem resolutions to the appropriate office.
- 2.2.2 The contractor shall inspect equipment and perform necessary maintenance including component replacement, troubleshooting, preventative maintenance, and seismometer replacement. These equipment maintenance activities shall be performed IAW TIs and TOs referenced in Appendix C, Applicable Publications and Instructions. The contractor shall provide a report of activities accomplished each month to the Contracting Officer's Representative (COR) at AFTAC (CDRL A001).
- 2.2.3 The contractor shall maintain accountability of mission equipment, to include equipment in the Forward Supply Point (FSP). The FSP is a forward location where equipment spares are housed so the equipment does not have to be taken back to the main facility.
- 2.2.4 The contractor shall submit mission equipment requisitions through Systems Control, and they will be filled from the AFTAC warehouse.
- 2.2.5 The contractor shall provide control and protection measures for supply and equipment items, by ensuring items are shipped in accordance with the AFTAC shipping procedures. (See Appendix C.)
- 2.2.6 The contractor shall maintain a copy of each property disposition document showing the acquisition, transfer, or disposal of Government Furnished Property (GFP), in order to confirm current GFP status.
- 2.2.7 The contractor shall recommend changes to FSP and bench stock inventory items or quantities to ensure timely system repairs. Items lost or damaged by visiting teams or other AFTAC partners shall be identified to the COR. Replacement items shall be procured as cost-reimbursable items IAW paragraphs 2.3.7 and 2.3.9.
- 2.2.8 The contractor shall annually inventory and inspect all Government property. This shall also be conducted at the beginning and completion of the contract. The contractor shall

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develop and maintain a record of all inventory items. This inventory report shall also be made available upon Government request for review. (CDRL A003)

- 2.2.9 The contractor shall pack, package, crate, mark and ship items to support sustainment of the mission IAW TI 00-85A-16, Packing & Shipping of Delicate Equipment.
- 2.2.10 The contractor shall use the most efficient and effective method of shipping.
- 2.2.11 The contractor shall use AFTAC warehouse procedures for replacements and returning of repairable items. Shipping and handling shall be processed as cost-reimbursable items. Systems Control will provide guidance based on priorities. Routine orders shall be placed through Systems Control and repairable items shall be shipped in accordance with AFTAC's supply protocol.
- 2.2.12 Publication Library: The contractor shall maintain a technical publication library at each site IAW CENI 21-301, TO 00-5-1, Chapter 5, TI 0-1-01 and AFI 37-160, Volume 7. Technical publications for all mission equipment will be provided by the Government at the start of contract performance. The contractor shall keep all publications current, with all amendments, and shall submit an AFTO Form 22 for any errors found in the technical data to the COR. The contractor shall maintain publications in the media format provided by the Government, e.g. hard copy if provided on paper, and electronically if received by email or digital media.
- 2.2.13 The contractor shall work with long-haul communications carriers to perform minor troubleshooting (resets, power-cycle, etc), with the intention of restoring real-time data flow from the station.

2.3 Site Services

- 2.3.1 The contractor shall remove any vegetation inside and within 50 feet of any Field Site Facility (FSF) perimeter fence. The contractor shall remove any vegetation inside and within 5 feet outside the perimeter fence of each instrument site and the ROF. In the above cleared areas, the contractor shall ensure the grass is trimmed back to present a neat appearance and prevent insect and animal infestation. The contractor shall remove all snow and ice to ensure access to the facilities and equipment at the station and field locations.
- 2.3.2 The contractor shall maintain the cable plants at EL 079 and EL 244, IAW TO 31 W3-10-12, Outside Cable Plant Placement and TO 31 W3-10-15, Outside Plant Cable Testing.
- 2.3.3 OL-BW and EL 244 Facility Maintenance: The contractor shall maintain the facility/building in which the contractor performs their daily duties, to sustain physical conditions as they existed at the start of the contract.
- 2.3.4 OL-BW Support: The contractor shall support Government identified requirements in support of research, training and engineering testing at OL-BW. Many of the support requirements may take place over an extended period of time and require the contractors to assist in the pre-deployment preparations on-site, receiving shipments, deploying equipment, hosting visitors (IAW paragraph 2.4.1), ensuring continuity throughout the deployment, preparing shipments, and clean-up of the impacted areas, with or without the support of visiting/participating parties. The maintenance and sustainment of the

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operational array takes precedence over all other activities. The COR will identify and coordinate support requirements monthly, no later than the 10th day of each month. The extent of the support will be determined by the on-site Government personnel, in consultation with the COR, and is dependent on the capabilities and experience of the site personnel, weather conditions and other safety requirements.

2.3.5 Real Property Inspections: The contractor shall perform real property inspections annually within 60 days after the start of each contract performance period, to identify areas in need of maintenance which are beyond the contractor's scope of performance (major facility work, structures, grounds and facility support equipment requirements, utilities, lighting, and array access repairs). These results shall be provided to the COR. The contractor shall immediately report all emergency repair of damage to real property and its supporting infrastructure to the COR. (CDRL A001)

2.3.6 Real Property Maintenance: The contractor shall report routine maintenance annually (every April) to the COR. This will support Government planning and budgetary processes. (CDRL A001)

2.3.7 Local Purchases: The contractor is authorized to purchase parts, materials, and services in the performance of this contract for operation, maintenance and support of the Seismic Stations for all locations without prior approval of the CO and COR, subject to the following conditions. The purchase of parts, materials, and services, for any single occurrence, may not exceed \$2,500. G&A is authorized for these purchases; however, profit or fee will not be applied. A record of receipts and/or any supporting documentation for all the purchases made must be submitted to the COR and CO monthly. (CDRL A001, A002)

NOTE: The contractor shall obtain advance authorization from the COR and the CO for all purchases over \$2,500.00 and shall provide three quotes with their request. The contractor shall not break out or divide a purchase/requirement in order to maximize use of this contract provision for purchase of parts, materials or services not to exceed \$2,500. The contractor shall not purchase items under Configuration Control. See center instruction: Air Force Technical Applications Center Subsurface Field Systems Configuration Management Plan (CMP) for a detailed listing of Configuration Controlled items. The contractor is not authorized to exceed the funded amount. All transactions are subject to audit, and documentation shall be available to the Government at all reasonable times.

2.3.8 Minor Construction at OL-BW Not to Exceed \$2,000: The contractor shall be allowed to perform minor construction repairs at OL-BW Boulder, WY but it must be approved by the COR and CO in writing prior to the work being performed. Minor repairs shall not exceed \$2,000. G&A is authorized for these purchases; however, profit or fee will not be applied. Construction work is defined by FAR 2.1. A record of repairs and the costs associated will be submitted to the COR and CO monthly. (CDRL A001, CDRL A002)

2.3.9 Maintenance, Repair and Replacement of Government Furnished Property (GFP) over \$2,500: In the performance of this contract, the contractor shall maintain, repair, and replace GFP as directed by the COR and CO. The contractor shall advise the COR concerning status of GFP that requires maintenance, repair and/or replacement in excess

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of \$2,500 per occurrence. When such requirements to maintain, repair, or replace GFP is identified, a request for proposal will be issued to the contractor. The contractor shall prepare proposals in the format and detail prescribed by the CO. As a minimum, proposals must be identified to the contract, be serially numbered, provide information on competition acquired or justification of price fair and reasonable, and specify related changes, if any, to the contract delivery schedule. G&A is authorized for these purchases; however, profit or fee will not be applied. The proposal shall include a cover letter that includes an endorsement for the CO's approval or disapproval. This letter must be attached to the related invoice for authorization of payment. Negotiations will be completed prior to commencement of work, unless otherwise authorized by the CO. Failure to agree upon a reasonable price shall be considered a question of fact subject to the "Disputes" clause of the contract.(CDRL A001, A002)

2.4 Visitor Support and Customer Relations

- 2.4.1 All sites: The contractor shall provide logistical and technical support for visitors. This support shall include field site transportation, on-the-job training, consultations, discussions, field work support, meetings, and use of the on-site GFP. This support shall not impact the operational mission or compromise the availability of data. The contractor shall contact the COR immediately if this support will affect mission requirements. The contractor shall document all visitor support actions in the Monthly Status Report (CDRL A001).
- 2.4.2 The contractor shall admit only AFTAC-authorized visitors to OL-BW. The COR will send an authorized access list for all assigned personnel, frequent visitors, and a notification message for all infrequent visitors. The notification will indicate whether the visitor is to be escorted or unescorted. If visitor requires escort, contractor personnel shall escort visitors at all times when they are in the station. Visitors who do not require escorting may be given access codes to the facility if it is required for the performance of their duties; however, the access code shall be changed within 24 hours after departure of the visitors to preclude reentry.
- 2.4.3 Host Relations: The contractor shall maintain good working relations with U.S. personnel, Canadian personnel, and local landowners where trust, teamwork, effective communication, and respect are always the goal.

2.5 Management and Oversight

- 2.5.1 The contractor shall be solely responsible to establish and pay for the utilities and services identified in Table 2, which are not subject to cost reimbursement. The Government has estimated utility and service costs based on historical payments, and this information is provided in Appendix E. *For required expenses outside the categories in Table 2, the contractor shall follow procedures for Local Purchases in accordance with paragraph 2.3.7.* (CDRL A001, A002)

NOTE: Items marked with "C" indicate the contractor's responsibility for paying the utilities or services at the respective locations. "GF" indicates a Government furnished utility. "N/A" indicates a service which the contractor is not required to furnish for the performance of this contract.

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Table 2.

Utility/Service	OL-BW	EL 079	EL 244
Water/Sewer	GF	GF	GF
Telephone/Communications Service			
Landline / Mobile	C	C	C
Satellite Phone	C	C	C
Electrical Service (lights and/or heat)	C	GF	C
Propane (heat)	C	GF	C
Miscellaneous			
Solid Waste Removal and Septic	C	N/A	N/A
Pest Control	C	N/A	N/A
Janitorial Service	C	N/A	N/A
Alarm/Security Monitoring	C	N/A	N/A

- 2.5.2 The contractor shall be responsible for making annual Special Use Lease payments to the Wyoming Office of State Lands and Investments, to secure land for a two-way mobile radio communication site at OL-BW. Lease payment(s) shall be billed to the Government as a cost reimbursable basis. (CDRL A002).
- 2.5.3 Monthly Status Report. The contractor shall develop and provide a Monthly Status Report no later than ten calendar days after the end of each month for the prior month's activities. The Monthly Status Report shall, as a minimum contain the following: (CDRL A001)
- 2.5.3.1 Cost breakout of cost-reimbursable items by location and documentation of all maintenance performed for that month.
- 2.5.3.2 A list of documents generated during the operation of the station for that month. The contractor shall provide document(s) upon Government request. (CDRL A004)
- 2.5.3.3 A catalog of all equipment and facility records generated or revised during that month. The contractor shall maintain and retain copies of such records.
- 2.5.4 Annual Program Manager Visit. The contractor Program Manager shall visit AFTAC at Patrick AFB, FL one time per each contract year. During this annual visit (1 person, not longer than 2 working days), the contractor shall provide a program overview briefing. This briefing shall include detailed information on each seismic station on this contract.
- 2.5.5 The contractor shall develop and provide a phase-out transition plan for end of contract performance. (CDRL A006)

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3 SERVICES SUMMARY (SS).

The contract service requirements are summarized in performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimally acceptable levels of service required for each requirement. The Services Summary (SS) provides information on contract requirements and the expected level of contractor performance to be successful. These thresholds are critical to mission success. Procedures as set forth in the applicable Inspection clause in the contract will be used to remedy all deficiencies. The Government retains the right to inspect any item included in the contract.

Performance Objective	PWS PARA	Performance Threshold
SS # 1. The contractor shall operate and maintain the OL and ELs to ensure continuous (24/7/365) data is provided to the National Data Center (NDC).	2.1	The contractor shall maintain an average for data availability no less than a 98% rate, as measured over the 12-month period of performance.
SS # 2. The contractor shall provide contract deliverables (CDRLs) that meet established objectives, and do not require rewrite or editing due to incorrect or incomplete information.	2.2.2, 2.2.8, 2.3.5, 2.3.6, 2.3.7, 2.3.8, 2.3.9, 2.4.1, 2.5.1, 2.5.2, 2.5.3, 2.5.3.2, 2.5.5, 5.8, 5.14, 5.15	90% of delivered documents meet established objectives and requirements. The remaining 10% of CDRLs shall be corrected and delivered within five working days after comments were returned by the Government.

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4 GOVERNMENT FURNISHED PROPERTY AND SERVICES.

4.1 Services and Facilities.

- 4.1.1 OL-BW: The Government will provide the facilities and building(s) for the contractor to perform duties in support of this contract.
- 4.1.2 EL 079: The Canadian Government will provide, manage, and maintain the facility/building in which the contractor shall perform daily office duties. The Canadian Government will provide room and board for contractor personnel.
- 4.1.3 EL 244: The Canadian Government will provide the facility/building in which the contractor shall perform daily office duties, however the contractor shall maintain this facility.

4.2 Utilities.

The Government will provide limited utility service to facility buildings IAW section 2.5.1 and Table 2.

4.3 Equipment.

The GFP documents and the lists will change over the life of the contract due to the inherent movement of assets during the performance of the contract. (Refer to GFP report.) The contractor shall affect changes of GFP from site to site and back to AFTAC only by direction of the CO.

4.4 Materials.

The Government will provide technical publications for all mission equipment at the start of contract performance. See Appendix C - Applicable Publications & Instructions.

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5 GENERAL INFORMATION.

5.1 Contractor Identification in the Government Workplace.

N/A

5.2 Industrial Security.

5.2.1 DD Form 254. Overarching security requirements and contractor access to classified information will be as specified in the DD Form 254, Department of Defense Security Classification attached to the contract.

5.2.2 OL-BW only: Key management personnel supporting this contract and all permanently-assigned contractor personnel shall have a U.S. Government issued SECRET security clearance.

5.3 Physical Security.

The contractor shall lock all doors, windows, and any other access points when the site is unmanned. The contractor shall safeguard all Government property provided for contractor use.

5.4 Privacy Act.

N/A

5.5 Location(s) of Work.

The work to be performed under this contract shall be performed at the main operating facilities at OL-BW, EL 079, and EL 244, as well as any areas in and around the seismic arrays that requires the contractor's attention to meet mission requirements.

5.6 Hours of Operation.

Normal Hours of Operation. (OL-BW only) The contractor shall establish the normal hours of operation to perform the services required under this contract. When required, contractor hours shall support Government or AFTAC-affiliated visitors to OL-BW. The contractor shall notify the COR if visitor support creates an adverse impact on operational mission support.

5.7 Conservation of Utilities.

N/A

5.8 Records.

The contractor shall create, maintain and dispose of only those Government required records that are specifically cited in this PWS or required by the provisions of a mandatory directive listed in Appendix C, Applicable Publications & Instructions. If requested by the Government, the

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contractor shall provide the original record, or a reproducible copy of any such record within five (5) workdays of receipt of the request. (CDRL A004)

5.9 Contractor Manpower Reporting.

The below information is for informational purposes only and shall not be initiated by the contractor without written direction from the CO:

- 5.9.1 Overview. In accordance with Section 8108 of the National Defense Appropriations Act of Fiscal Year 2011 the contractor shall report, annually, for performing services on Department of Defense installations in support of this contract, all required prime contract and subcontract data, or require any subcontractors to report separately using the Enterprise-wide Contractor Manpower Reporting Application (eCRMA) located at <http://www.ecmra.mil>. There are four separate eCMRA tools: Army, Air Force, Navy and All Other Defense Components. The appropriate eCMRA reporting tool to use is determined by the requiring activity being supported (e.g., if DISA awards a contract for an Air Force requiring activity, the contractor shall load the required reporting data in the "Department of Air Force CMRA" tool). The contractor shall report ALL contractor direct labor hours and direct labor dollars (including subcontractor labor hours) required for performance of services provided under this contract. The contractor is only responsible for entering the Order, Contact, and Location Data. The contractor may view user manuals and frequently asked questions (FAQs) at <https://cmra.army.mil/Help/help.html>.
- 5.9.2 Initial Contract/Order Creation. The contractor shall enter initial data (Order and Contact Data only) into the appropriate eCMRA tool to establish the basic contract record no later than 30 calendar days after receipt of contract award. The contractor shall notify the COR and the CO when the basic contract record has been established in the appropriate eCMRA tool.
- 5.9.3 Annual Reporting. Reporting inputs will be for the direct labor executed during the period of performance (PoP) for each Government fiscal year (FY), which runs 1 October through 30 September. While inputs may be reported any time during the FY, all data shall be reported no later than 31 October of each calendar year. The contractor shall provide reporting inputs for the final PoP of this contract no later than 30 calendar days after contract expiration. The contractor may direct technical questions about the eCMRA tool to the CMRA help desk at dodcmra@pentagon.af.mil.
- 5.9.4 Uses and Safeguarding of Information. Information from the secure website is considered to be proprietary in nature when the contract number and contractor identity are associated with the direct labor hours and direct labor dollars. At no time will any data be released to the public with the contractor name and contract number associated with the data.
- ### 5.10 Environmental Controls.
- 5.10.1 Compliance with Laws and Regulations. The contractor shall be knowledgeable of and comply with all applicable Interstate, Federal, State, and Local laws, regulations, and requirements regarding environmental protection. In the event environmental laws or

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regulations change during the term of this contract, the contractor shall comply as such laws come into effect. If there is an increase or decrease in cost as a result of the change, the contractor shall inform the CO pursuant to notice requirements and negotiate a modification to the contract.

- 5.10.2 Notification of Environmental Spills. If the contractor spills or releases any substance contained in 40 CFR 302 into the environment, the contractor shall immediately report the incident to the COR. The liability for the spill or release of such substances rests solely with the contractor.

5.11 Safety Requirements.

In performing work under this contract, the contractor shall:

- 5.11.1 Conform to the safety requirements contained in the contract for all activities related to the accomplishment of the work.
- 5.11.1.1 The contractor shall comply with safety precautions and warnings in applicable technical manuals, TOs, and TIs.
 - 5.11.1.2 The contractor shall brief visiting personnel with the information provided in the fire prevention program.
 - 5.11.1.3 The contractor shall communicate safety hazards, when identified, to the COR without delay. Notifications shall be made through routine telephone or email communications.
- 5.11.2 Take such additional immediate precautions as the CO may reasonably require for safety and mishap prevention purposes.
- 5.11.3 Record and report promptly (within one hour) to the CO or COR, all available facts relating to each instance of damage to Government property or injury to either contractor or Government personnel.
- 5.11.4 In the event of an accident/mishap, take reasonable and prudent action to establish control of the accident/mishap scene, prevent further damage to persons or property, and preserve evidence until released by the accident/mishap investigative authority through the CO.
- 5.11.5 If the Government elects to conduct an investigation of the accident/mishap, the contractor shall cooperate fully and support Government personnel conducting the investigation.
- 5.11.6 To promote a safety culture and minimize risk of personal injury, contractor employees should be physically fit enough to handle the demands of a remote environment, have normal color vision, capability to lift up to 70 pounds, capability to stoop, bend, and stand for extended periods and be able to handle any tools that he/she would be required to use to perform the duties identified in this PWS.

5.12 Contractor Personnel Training.

The contractor shall be available for additional training for new or upgraded equipment and processes. This training will be provided at a location to be determined by the Government for

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seismic equipment training and at each location for individual site training. This training shall not exceed 30 calendar days in duration.

5.13 Special Training, Certifications and Qualifications.

Contractor personnel requiring access to a DoD Information System shall receive initial Information Assurance (IA) awareness orientation as a condition of access and thereafter shall complete annual IA refresher awareness, as required by DoD Directive 8570.01, "Information Assurance Training, Certification, and Workforce Management."

5.14 Kick-Off Meeting and Periodic Progress Meetings.

The contractor shall participate, either in person or via telephone, in an initial kick-off meeting ten (10) days after contract award. The CO, COR, and other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings the CO will apprise the contractor of how the Government views the contractor's performance and the contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. The Government will provide minutes of these meetings to the contractor. (CDRL A004)

5.15 Contractor Travel.

The contractor shall be required to travel during the performance of this contract in support of specific tasks to include meeting attendance and training. All travel requirements (including destination, purpose, plans, agenda, itinerary, number and names of personnel, and dates) shall be coordinated with the COR before scheduling. The contractor shall submit travel estimates for approval by the COR and CO at least 15 days prior to travel. The contractor shall obtain all contractor personnel passenger transportation, lodging, and subsistence for all travel. The contractor shall travel using the lowest cost mode of transportation. When using air travel, the contractor shall use coach or economy class, unless exceptional circumstances warrant otherwise and are approved, in advance, by the COR and CO. All travel shall be accomplished in accordance with Government JTR guidelines. The contractor shall submit a trip report upon completion of all travel within ten (10) days. Costs for travel shall be billed on a strictly cost reimbursable basis IAW, the regulatory implementation of Public Law 99-234, FAR subpart 31.205-46 entitled Travel Costs and the limitation of funds specified in this contract. (CDRLs A002, A005)

5.16 Deliverables.

Reports and other data required in this PWS shall be submitted IAW the Contract Data Requirements List (CDRL) in Exhibit A of the contract.

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CDRL #	Data Item Number	Data Item Description	PWS Para.	Delivery Schedule
A001	DI-MGMT-80368A	Status Report	2.2.2 2.3.5 2.3.6 2.3.7 2.3.8 2.3.9 2.4.1 2.5.1 2.5.3	Shall be provided within ten (10) calendar days after end of the preceding month.
A002	DI-MGMT-81468	Contract Funds Status Report	2.3.7 2.3.8 2.3.9 2.5.1 2.5.2 5.15	Shall be provided within ten (10) calendar days after end of the preceding month.
A003	DI-MGMT-80441C	Government Property Inventory Report	2.2.8	Shall be provided 40 days after contract start, annually on the contract start date, and upon Government request.
A004	DI-MISC 80508B	Technical Report – Study/Services	2.5.3.2 5.8 5.14	Due dates to be determined by Government when requirement is identified
A005	DI-MISC 81943	Trip/Travel Report	5.15	Shall be provided within seven (7) days after completion of travel.
A006	DI-MGMT-81945	Phase-Out Transition Plan	2.5.5	Shall be provided no later than 90 days prior to the contract end date.

APPENDIX A - ACRONYMS AND ABBREVIATIONS LIST

<u>Acronym/Abbreviation</u>	<u>Definition</u>
AF	Air Force
AFB	Air Force Base
AFI	Air Force Instruction
AFTAC	Air Force Technical Applications Center
ATV	All-Terrain Vehicle
CDRL	Contract Data Requirements List
CENI	Center Instruction
CFR	Code Federal Regulation
CLIN	Contract Line Item Number
CO	Contracting Officer
COR	Contracting Officer's Representative
DOD	Department of Defense
EL	Equipment Location
FAR	Federal Acquisition Regulation
FSF	Field Site Facility
FSP	Forward Supply Point
GFP	Government Furnished Property
IAW	In accordance with
IMS	International Monitoring System
NDA	Non-Disclosure Agreement
NDC	National Data Center

NWSO	North Warning System Office
OL	Operating Location
OSHA	Occupational Safety and Health Act
PBSA	Performance Based Service Acquisition
PWS	Performance Work Statement
ROF	Remote Operating Facility
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
SS	Services Summary
TCTI	Time Compliance Technical Instruction
TCTO	Time Compliance Technical Order
TI	Technical Instruction
TMDE	Test, Measurement and Diagnostic Equipment
TO	Technical Order
USAEDS	United States Atomic Energy Detection System
USAF	United States Air Force
VOL	Volume

APPENDIX B - ESTIMATED WORKLOAD DATA

Historical Seismic Station Mission Support Labor Categories

Background: Based on AFTAC's history, the following information is provided to enhance the understanding of the knowledge, skills, and abilities best suited to support the USAEDS mission. AFTAC is the only Department of Defense (DoD) agency with the USAEDS mission. The stringent seismic data availability and quality standards associated with the mission is not equaled by any other Government organization, educational institution, or commercial entity. Due to the stringent data requirement, AFTAC maintains an organic capability for training its specialists and host country personnel as stipulated in international agreements for joint operation of the stations. Traditionally, contractors have not received training from AFTAC; rather they have been fully capable of performing all requirements upon being hired. Personnel hired for this effort have demonstrated a high electronics and mechanical aptitude in addition to meeting the physical profile to satisfy the requirements written in the PWS.

Historically the labor skill mix has consisted of the following:

Senior Maintenance Technician: An Electronics/Electrical Engineering Technology Associates Degree in an Accredited Board for Engineering and Technology (ABET) program or an equivalent course curriculum is required. At least eight years of work experience in a technical field related to the maintenance and operations of a subsurface detection network, which includes two years of current field experience is required. Expertise in subsurface seismic systems, data acquisition, power production, communications, computer language and operating system software, TOs/TIs, and supply is required. Management or supervisory experience is required. Physical requirements include normal color vision, capability to lift up to 70 pound, capability to stoop, bend, and stand for extended periods. High school level typing is desirable.

Intermediate Maintenance Technician: An Electronics/Electrical Engineering Technology Associates Degree in an Accreditation Board for Engineering and Technology (ABET) accredited program or an equivalent course curriculum is required. At least four years of work experience in a technical field related to the maintenance and operations of a subsurface detection network, which includes two years of current field experience is required. Expertise in subsurface seismic systems, data acquisition, power production, communications, computer language and operating system software, TOs/TIs and supply is required. Management or supervisory experience is desirable. Physical requirements include normal color vision, capability to lift up to 70 pound, capability to stoop, bend, and stand for extended periods. High school level typing is desirable.

Maintenance Technician: An Electronics/Electrical Engineering Technology Associates Degree in an Accreditation Board for Engineering and Technology (ABET) accredited program or an equivalent course curriculum is required. At least two years of work experience related to the maintenance and operation of digital/communications equipment is required. Expertise in supply is required. Physical requirements include normal color vision, capability to lift up to 70 pound, capability to stoop, bend, and stand for extended periods. Expertise in subsurface seismic systems, data acquisition, power production, communications, computer language and operating system software, Instructional System Development training techniques, and high school level typing is desirable.

Site Personnel: Historically each site has been manned in the following manner:

Cambridge Bay, CA: 1. Senior Maintenance Technician type person that would be the Site Lead. and two Maintenance Technician types.

Flin Flon, CA: 1. Senior Maintenance Technician type person that would be the Site Lead. And two Maintenance Technician types.

Boulder, Wyoming: 1. Senior Maintenance Technician type person that would be the Site Lead. and one Maintenance Technician type.

APPENDIX C - APPLICABLE PUBLICATIONS & INSTRUCTIONS

Reference Documents: The contractor shall consider any publication in the on-site publications library as a reference document if not identified in this PWS as a compliance document.

PUBLICATION	TITLE:
AFMAN 33-363	Management of Records
AFI 33-364	Records Disposition-Procedures and Responsibilities
AFI 91-202	The US Air Force Mishap Prevention Program
MIL-STD-1686C	ESD Control Program for Protection of Electrical and Electronic Parts, Assemblies and Equipment
MIL-STD-1 88-124B	Grounding, Bonding and Shielding for Common Long Hall/Tactical Communication Systems Including Ground Based Communications-Electronic Facilities and Equipment
MIL-PRF-87893B	Workstation Electrostatic Discharge (ESD) Control
TI 2-1-6	PREVENTATIVE MAINTENANCE ROUTINE TECHNICAL INSTRUCTION
TO 3 1-10-3	Standard Installation Practices - Outside Plant Installation
TO 3 1-10-24	Theory, Principles and Practices of Grounding Procedures and Lightning Protection for C-E Equipment Facilities and Systems
TO 31 W3-10-12	Outside Cable plant Placement
TO 31W3-10-15	Outside Plant Cable Testing
TI 2-1-I	B Systems Seismic Technique
	EL 079 Plant-in-Place Records-40
	EL 244 Plant-in-Place Records-27
	EL 489 Plant-in-Place Records-48

Compliance Documents: The contractor shall use the latest version in accordance with applicable publication/technical order/technical instruction indexes. Consider all compliance publications referenced in this PWS to be directive publications, which require the same compliance as this PWS.

CENI 21-301	Specialized Publication System Technical Instruction Publications
CENI 21-302	Specialized Publication System Plant-in-Place Records
TO 00-5-15	Air Force Time Compliance Technical Order Process
TO 00-25-234, Section VII	General Shop Practices and Requirements for Repair, Maintenance and Test of Electrical Equipment
TO 00-35D-54	USAF Material Deficiency Reporting System
TO 33-1-27	Logistics Support of Precision Measurement Equipment
TO 33K-I-100-1	Calibration Procedure for TMDE Calibration Notes, MDC Codes, Calibration Measurement Summaries
TO 33K-I-100-2-CD-1	TMDE Calibration Interval and Work Unit Code Reference Guide
TI 0-1-01	Manual Technical Order
TI 0-1-01	List of Indexes
TI 0-1-02	List of General Technical Instructions
TI 0-13	9 Jan 2018 Ground Particle Samplers Index
TI 0-2	Index of B Technical Instructions
TI 0-31	Ground C-E Equipment Index
TI 0-33	Test Equipment Index
TI 00-85A-16	Packing & Shipping of Delicate Equipment
TI 13-GFU-06	13 Jan 1997 Ground Filter Unit System Work Unit Code Manual
TI 13-GFU-1	20 Jan 2016 Ground Filter Unit Operation, Maintenance, and Illustrated Parts Breakdown
TI 13-GFU-6	1 Dec 1998 Ground Filter Unit Preventive Maintenance Instructions
TI 2-1-06	Work Unit Code Manual
TI I 3-GFU-1	Operations and Maintenance Manual (EL 244 Only)
TI I 3-GFU-6	Preventive Maintenance Instructions (EL 244 Only)

APPENDIX D - MAPS AND/OR SITE PLANS

Maps from PIPRs

- EL 079 Plant-in-Place Records
- EL 244 Plant-in-Place Records
- EL 489 Plant-in-Place Records

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APPENDIX E - HISTORICAL NON-REIMBURSABLE EXPENSES

Non-Reimbursable Monthly Cost by Site (Historical, July 2015 - December 2016)																		
Location	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16
Cambridge Bay																		
Northwestel	158.52	\$ 132.94	\$ 128.61	\$ 134.20	\$ 136.70	\$ 138.20	\$ 124.89	\$ 128.16	\$ 153.28	\$ 153.09	\$ 139.28	\$ 145.27	\$ 141.83	\$ 131.25	\$ 139.11	\$ 138.08	\$ 137.23	
Sat Phone		\$ 200.80																
Site Monthly Total:	158.52	\$ 333.74	\$ 128.61	\$ 134.20	\$ 136.70	\$ 138.20	\$ 124.89	\$ 128.16	\$ 153.28	\$ 153.09	\$ 139.28	\$ 145.27	\$ 141.83	\$ 131.25	\$ 139.11	\$ 138.08	\$ 137.23	\$ -
Fin Flon																		
SaskPower	\$796.87	\$ 826.84	\$ 854.02	\$ 882.71	\$ 1,016.20	\$ 991.46	\$ 1,448.78	\$ 1,123.76	\$ 1,525.94	\$ 1,131.62	\$ 1,258.35	\$ 1,095.64	\$ 810.12	\$ 814.01	\$ 1,150.64	\$ 791.64	\$ 1,092.29	
SaskTel - Phone Service							\$ 147.69	\$ 288.24	\$ 128.14	\$ 194.48	\$ 119.65	\$ 1,552.55	\$ 111.92	\$ 111.00	\$ 143.41	\$ 164.51	\$ 116.99	
STITTCO - Propane		\$ 15.06	\$ 224.20					\$ 728.23	\$ 579.25	\$ 510.78	\$ 327.82	\$ 104.69	\$ 68.34	\$ 20.97	\$ 277.07	\$ 340.70	\$ 301.74	
Sat Phone	\$200.80																	
Site Monthly Total	\$997.67	\$ 841.90	\$ 1,078.22	\$ 882.71	\$ 1,016.20	\$ 991.46	\$ 1,596.47	\$ 2,140.23	\$ 2,233.33	\$ 1,836.88	\$ 1,705.82	\$ 2,752.88	\$ 990.38	\$ 945.98	\$ 1,571.12	\$ 1,296.85	\$ 1,511.02	\$ -
Pinedale																		
Rocky Mt Power	\$823.61	\$ 834.96	\$ 758.12	\$ 725.31	\$ 706.21	\$ 912.21	\$ 969.58	\$ 1,012.71	\$ 939.20	\$ 899.11	\$ 763.08	\$ 717.86	\$ 852.63	\$ 836.89	\$ 752.24	\$ 754.70	\$ 731.43	
CentryLnk - Telephone	\$319.83	\$ 322.47	\$ 322.47	\$ 322.17	\$ 322.17	\$ 322.17	\$ 323.68	\$ 323.68	\$ 323.68	\$ 323.53	\$ 323.53	\$ 323.68	\$ 323.68	\$ 326.33	\$ 326.33	\$ 325.87	\$ 325.87	
Sublette - ROF Internet	\$108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00		\$ 108.00	\$ 108.00	\$ 108.00		\$ 108.00	\$ 108.00	\$ 108.00	\$ 216.00	\$ 108.00	\$ 108.00	
Sat Phone								\$ 554.04										
Propane						\$ 740.65		\$ 2,600.33	\$ 514.01		\$ 506.87						\$ 362.62	
Custodial Services						\$ 918.00		\$ 1,903.97	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	
Terminix		\$ 216.00	\$ 432.00		\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00	\$ 216.00		\$ 432.00	\$ 529.20	\$ 529.20	\$ 64.80	
MM - Dumpster Rental		\$ 64.80	\$ 64.80		\$ 64.80	\$ 64.80	\$ 64.80	\$ 64.80	\$ 64.80	\$ 64.80	\$ 64.80	\$ 129.60	\$ 64.80	\$ 64.80		\$ 64.80		
Security Monitoring Service			\$ 653.40												\$ 653.40			
Site Monthly Total	\$ 1,251.44	\$ 1,546.23	\$ 2,338.79	\$ 1,155.48	\$ 1,417.18	\$ 3,217.03	\$ 1,574.06	\$ 4,325.52	\$ 4,623.70	\$ 2,519.44	\$ 2,792.26	\$ 2,412.99	\$ 2,267.11	\$ 2,686.02	\$ 3,395.17	\$ 3,063.19	\$ 2,083.30	\$ -
Contract Monthly Total	\$ 2,407.63	\$ 2,721.87	\$ 3,545.62	\$ 2,172.39	\$ 2,570.08	\$ 4,346.69	\$ 3,295.42	\$ 6,593.91	\$ 7,010.31	\$ 4,509.41	\$ 4,637.38	\$ 5,311.14	\$ 3,399.32	\$ 3,763.25	\$ 5,105.40	\$ 4,498.12	\$ 3,731.55	\$ -

Non-Reimbursable Monthly Cost by Site (Historical, January 2017 - May 2018)																	
Location	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Cambridge Bay																	
Northwestel	\$ 129.45	\$ 140.89	\$ 131.79	\$ 135.88	\$ 132.14	\$ 136.82	\$ 185.73	\$ 171.22	\$ 161.24	\$ 137.92	\$ 118.07	\$ 159.21	\$ 325.35	\$ 157.34	\$ 134.38	\$ 133.95	\$ 136.58
Sat Phone	\$ 199.80					\$ 313.66							\$ 227.93				
Site Monthly Total:	\$ 329.25	\$ 140.89	\$ 131.79	\$ 135.88	\$ 132.14	\$ 450.48	\$ 185.73	\$ 171.22	\$ 161.24	\$ 137.92	\$ 118.07	\$ 159.21	\$ 553.28	\$ 157.34	\$ 134.38	\$ 133.95	\$ 136.58
Fin Flon																	
SaskPower		\$ 1,478.52	\$ 1,474.53	\$ 1,378.44	\$ 990.00	\$ 1,390.77	\$ 685.53	\$ 924.54	\$ 1,115.54	\$ 656.72	\$ 1,061.40	\$ 1,476.56	\$ 975.28	\$ 1,866.07	\$ 1,668.60	\$ 1,215.05	\$ 1,415.05
SaskTel - Phone Service	\$ 142.67	\$ 173.53	\$ 105.18	\$ 105.89	\$ 105.44	\$ 106.47	\$ 113.51		\$ 115.64	\$ 234.36		\$ 223.11	\$ 113.77		\$ 112.43	\$ 110.18	\$ 113.79
STITTCO - Propane	\$ 952.80	\$ 884.03	\$ 759.25	\$ 1,027.10	\$ 376.12	\$ 198.16	\$ 40.98	\$ 28.60	\$ 21.35	\$ 57.15		\$ 1,890.12	\$ 1,849.70	\$ 1,063.95	\$ 1,721.55		\$ 784.39
Sat Phone	\$ 199.80					\$ 227.93											
Site Monthly Total	\$ 1,295.27	\$ 2,536.08	\$ 2,338.96	\$ 2,511.43	\$ 1,471.56	\$ 1,923.33	\$ 840.02	\$ 953.14	\$ 1,252.53	\$ 948.23	\$ 1,061.40	\$ 3,589.79	\$ 2,938.75	\$ 2,930.02	\$ 3,502.58	\$ 1,325.23	\$ 2,313.23
Pinedale																	
Rocky Mt Power	\$ 944.01	\$ 858.94	\$ 810.92	\$ 814.93	\$ 844.36	\$ 923.84	\$ 838.10	\$ 1,646.55		\$ 1,592.74	\$ 763.46	\$ 1,602.21	\$ 775.83	\$ 746.35	\$ 779.81	\$ 795.07	\$ 781.59
CentryLnk - Telephone	\$ 325.35	\$ 325.35	\$ 325.35	\$ 325.95	\$ 325.95	\$ 325.95	\$ 343.81	\$ 336.50	\$ 336.50	\$ 338.09	\$ 338.09	\$ 338.09	\$ 338.69	\$ 338.69	\$ 338.69	\$ 337.17	\$ 337.17
Sublette - ROF Internet		\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00	\$ 108.00		\$ 108.00	\$ 108.00		\$ 216.00
Sat Phone			\$ 567.00														\$ 727.22
Propane	\$ 1,461.66	\$ 1,778.84	\$ 862.59	\$ 678.16	\$ 393.72					\$ 1,086.89	\$ 963.34	\$ 948.14	\$ 965.57	\$ 2,033.85	\$ 1,047.40	\$ 1,066.27	
Custodial Services		\$ 1,836.00	\$ 918.00	\$ 918.00	\$ 1,836.00			\$ 1,836.00		\$ 1,836.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	\$ 918.00	
Terminix			\$ 432.00	\$ 432.00	\$ 216.00		\$ 216.00	\$ 432.00	\$ 216.00		\$ 432.00		\$ 432.00		\$ 432.00	\$ 216.00	\$ 216.00
MM - Dumpster Rental	\$ 86.40	\$ 172.80	\$ 86.40	\$ 86.40		\$ 86.40				\$ 172.80	\$ 86.40	\$ 259.20	\$ 86.40	\$ 86.40	\$ 86.40	\$ 86.40	\$ 86.40
Security Monitoring Service								\$ 653.40									
Site Monthly Total	\$ 2,817.42	\$ 5,079.93	\$ 4,110.26	\$ 3,363.44	\$ 3,724.03	\$ 1,444.19	\$ 1,505.91	\$ 5,012.45	\$ 660.50	\$ 5,134.52	\$ 3,609.29	\$ 4,173.64	\$ 3,084.49	\$ 3,745.29	\$ 4,005.52	\$ 3,332.51	\$ 1,637.16
Contract Monthly Total	\$ 4,441.94	\$ 7,756.90	\$ 6,581.01	\$ 6,010.75	\$ 5,327.73	\$ 3,818.00	\$ 2,531.66	\$ 6,136.81	\$ 2,074.27	\$ 6,220.67	\$ 4,788.76	\$ 7,922.64	\$ 6,576.52	\$ 6,832.65	\$ 7,642.48	\$ 4,791.69	\$ 4,086.97

APPENDIX F - POINTS OF CONTACT

Addresses and Phone Numbers	Function
<p>AFTAC Maintenance Operations Control Center: Address: AFTAC/709 TMXS 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-7066 Facsimile Machine: (321) 494-6405 E-mail: maintenance@patrick.af.mil And: monndc@usandc.gov</p>	<p>This office is the primary point of contact in AFTAC for problems that impact the quality of the data.</p>
<p>AFTAC Warehouse: Address: AFTAC/709 SPTS/LSLS 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-7066 Facsimile Machine: (321) 494-6405 E-mail: maintenance@patrick.af.mil And: monndc@usandc.gov</p>	<p>This office shall be responsible for providing seismic mission equipment spares and parts.</p>
<p>Technical Documentation Branch Address: 709 SPTS/LSLD 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-6940 or 9114</p>	<p>This office shall be responsible for providing Technical Instructions/Technical Orders guidance and processing TI/TO requests.</p>
<p>Contracting Office: Joyce Hongell, CO Address: AMIC Det 2 OL/PKA (Patrick AFB) 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-5206</p>	<p>This office shall be responsible for providing government direction to the contractor.</p>
<p>Program Office Address: AFTAC/SDA 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-0544</p>	<p>This office shall be responsible for host country concerns, operational issues related to the stations, projects associated with the stations, and R&D activities at Boulder.</p>
<p>Project Office: Address: AFTAC/SDA 1020 South Patrick Drive Patrick AFB FL 32925-3516 Commercial Telephone: (321) 494-8939</p>	<p>This office shall be responsible for general management associated with the contract related to the stations.</p>