

SOLICITATION, OFFER AND AWARD		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350)		RATING D0-C9	PAGE OF 1 32 PAGES
2. CONTRACT NO.	3. SOLICITATION NO. N0173-01-R-SK01	4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)		5. DATE ISSUED 16 MAR 2001	6. REQUISITION/PURCHASE NO.
7. ISSUED BY CONTRACTING OFFICER NAVAL RESEARCH LABORATORY ATTN: CODE 3230.SK WASHINGTON DC 20375-5326		CODE N00173	8. ADDRESS OFFER TO (If other than Item 7)		

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and 2 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in NRL, BLDG 222, RM 115 until 3:00 local time 16 APR 2001
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-10. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME SUSAN KELLY	B. TELEPHONE NO. (Include area code) (NO COLLECT CALLS) 202-767-6815
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OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52-232-8)	10 CALENDAR DAYS	%	20 CALENDAR DAYS	%	30 CALENDAR DAYS	%	CALENDAR DAYS	%
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated:	AMENDMENT NO.	DATE	AMENDMENT NO.	DATE				

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
15B. TELEPHONE NO. (Include area code)	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE.		17. SIGNATURE
			18. OFFER DATE

AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) () <input type="checkbox"/> 41 U.S.C. 253(c) ()		23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)
24. ADMINISTERED BY (If other than Item 7)	CODE	25. PAYMENT WILL BE MADE BY
26. NAME OF CONTRACTING OFFICER (Type or print)		27. UNITED STATES OF AMERICA
		(Signature of Contracting Officer)
		28. AWARD DATE

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

**FIRM FIXED PRICE
TIME AND MATERIAL OR
LABOR HOUR**

**Current through FAC 97-22 (Items II and IV), FAC 97-23,
DFARS 1998 Edition [Change notices and Deviations effective last revised date]
NAPS [effective the last revised date]**

Last Revised: 20 February 2001

**PART I - THE SCHEDULE
SECTION B
SUPPLIES OR SERVICES AND PRICES/COSTS**

B-1 SUPPLIES OR SERVICES AND PRICES/COSTS

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
BASE YEAR (Year 1)					
0001	The Contractor shall furnish the required personnel to operate and maintain the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD, as set forth in Section C. <u>FIXED PRICE CLIN</u>	12	MOS	\$	\$
0002	The Contractor shall furnish materials, supplies and small equipment items required to perform services required under CLINs 0001 and 0003 as set forth in Section C. <u>COST REIMBURSEMENT CLIN</u>			NOT TO EXCEED \$	
0003	The Contractor shall provide the Indefinite Quantity Services Labor on an as needed basis, in accordance with Section C, at the burdened rates specified below			NOT TO EXCEED \$	
	LABOR CATEGORY				BURDENED HOURLY RATE
	Grounds Maintenance (Laborer)				
	Electrician				
	Plumber/Pipefitter				
	Truck Driver/Rigger				
	General Maintenance Worker				
	HVAC Mechanic				
	Welder				
	Pest Controller				
0004	Reports and Data as set forth in Exhibit A, DD 1423		NSP	NSP	NSP

TOTAL MAXIMUM AMOUNT FOR BASE YEAR (Year 1) : \$

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
OPTION I (Year 2)					
0005	The Contractor shall furnish the required personnel to operate and maintain the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD, as set forth in Section C. <u>FIXED PRICE CLIN</u>	12	MOS	\$	\$
0006	The Contractor shall furnish materials, supplies and small equipment items required to perform services required under CLINs 0005 and 0007 as set forth in Section C. <u>COST REIMBURSEMENT CLIN</u>			NOT TO EXCEED \$	
0007	The Contractor shall provide the Indefinite Quantity Services Labor on an as needed basis, in accordance with Section C, at the burdened rates specified below			NOT TO EXCEED \$	
	LABOR CATEGORY Grounds Maintenance (Laborer) Electrician Plumber/Pipefitter Truck Driver/Rigger General Maintenance Worker HVAC Mechanic Welder Pest Controller			BURDENED HOURLY RATE	
0008	Reports and Data as set forth in Exhibit A, DD 1423		NSP	NSP	NSP
TOTAL MAXIMUM AMOUNT FOR OPTION I (Year 2) :				\$	

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
OPTION II (Year 3)					
0009	The Contractor shall furnish the required personnel to operate and maintain the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD, as set forth in Section C. <u>FIXED PRICE CLIN</u>	12	MOS	\$	\$
0010	The Contractor shall furnish materials, supplies and small equipment items required to perform services required under CLINs 0009 and 0011 as set forth in Section C. <u>COST REIMBURSEMENT CLIN</u>			NOT TO EXCEED \$	
0011	The Contractor shall provide the Indefinite Quantity Services Labor on an as needed basis, in accordance with Section C, at the burdened rates specified below			NOT TO EXCEED \$	
	LABOR CATEGORY Grounds Maintenance (Laborer) Electrician Plumber/Pipefitter Truck Driver/Rigger General Maintenance Worker HVAC Mechanic Welder Pest Controller			BURDENED HOURLY RATE	
0012	Reports and Data as set forth in Exhibit A, DD 1423		NSP	NSP	NSP
TOTAL MAXIMUM AMOUNT FOR OPTION II (Year 3) :				\$	

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
OPTION III (Year 4)					
0013	The Contractor shall furnish the required personnel to operate and maintain the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD, as set forth in Section C. <u>FIXED PRICE CLIN</u>	12	MOS	\$	\$
0014	The Contractor shall furnish materials, supplies and small equipment items required to perform services required under CLINs 0013 and 0015 as set forth in Section C. <u>COST REIMBURSEMENT CLIN</u>			NOT TO EXCEED \$	
0015	The Contractor shall provide the Indefinite Quantity Services Labor on an as needed basis, in accordance with Section C, at the burdened rates specified below			NOT TO EXCEED \$	
	LABOR CATEGORY Grounds Maintenance (Laborer) Electrician Plumber/Pipefitter Truck Driver/Rigger General Maintenance Worker HVAC Mechanic Welder Pest Controller			BURDENED HOURLY RATE	
0016	Reports and Data as set forth in Exhibit A, DD 1423		NSP	NSP	NSP

TOTAL MAXIMUM AMOUNT FOR OPTION III (Year 4)) : \$

ITEM NUMBER	SUPPLIES OR SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT
OPTION IV (Year 5)					
0017	The Contractor shall furnish the required personnel to operate and maintain the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD, as set forth in Section C. <u>FIXED PRICE CLIN</u>	12	MOS	\$	\$
0018	The Contractor shall furnish materials, supplies and small equipment items required to perform services required under CLINs 0017 and 0019 as set forth in Section C. <u>COST REIMBURSEMENT CLIN</u>			NOT TO EXCEED \$	
0019	The Contractor shall provide the Indefinite Quantity Services Labor on an as needed basis, in accordance with Section C, at the burdened rates specified below LABOR CATEGORY Grounds Maintenance (Laborer) Electrician Plumber/Pipefitter Truck Driver/Rigger General Maintenance Worker HVAC Mechanic Welder Pest Controller			NOT TO EXCEED \$	
0020	Reports and Data as set forth in Exhibit A, DD 1423		NSP	NSP	NSP

TOTAL MAXIMUM AMOUNT FOR OPTION IV (Year 5) : \$

TOTAL MAXIMUM OF CONTRACT (BASE YEAR PLUS ALL OPTIONS) \$

NSP – NOT SEPERATELY PRICED

B-2 MINIMUM AND MAXIMUM QUANTITIES

The Government will not be required to order a minimum amount under CLINs 0003, 0007, 0011, 0015 or 0019 of this contract as the firm-fixed price portion will serve as having met the minimum requirements. The Government may require the Contractor to provide up to the total maximum Not-to Exceed amount stated for each period.

**SECTION C
DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK**

C-1 The work under this contract shall be performed in accordance with Attachment (1), Statement of Work, with Exhibit A, DD Form 1423, Contracts Data Requirements List, and all other Attachments cited in Section J, which are incorporated by reference into Section C.

C-2 REQUIREMENTS FOR ON-SITE CONTRACTORS

For those portions of the work under this contract performed at any NRL site, the contractor shall comply with the Requirements for On-Site Contractors dated 11 April 2000 which are hereby incorporated by reference. The full text is available at <http://heron.nrl.navy.mil/contracts/home.htm>.

**SECTION D
PACKAGING AND MARKING**

D-1 Preservation, packaging, packing and marking of all deliverable contract line items must conform to normal commercial packing standards to assure safe delivery at destination.

D-2 The Contractor shall comply with FED STD 313 (Symbols for Packages and Containers for Hazardous Industrial Chemical and Materials) to the extent applicable.

**SECTION E
INSPECTION AND ACCEPTANCE****E-1 INSPECTION AND ACCEPTANCE CLAUSES BY REFERENCE:****FAR CLAUSE TITLE**

- 52.246-4 - Inspection Of Services - Fixed Price (AUG 1996)
- 52.246-6 - Inspection - Time-And-Material And Labor-Hour (JAN 1986)
- 52.246-16 - Responsibility For Supplies (APR 1984)

DFARS CLAUSE TITLE

- 252.246-7000 - Material Inspection And Receiving Report (DEC 1991)

E-2 INSPECTION AND ACCEPTANCE

Inspection and acceptance of the final delivery will be accomplished by the Technical Manager (TM) or Contracting Officer Representative (COR) designated in Section G of this contract . Inspection and acceptance will be performed at the Naval Research Laboratory, Washington DC 20375-5320.

E-3 SCHEDULE OF DEDUCTIONS

a. Within thirty (30) days after contract award, the successful Contractor shall provide an acceptable Schedule of Deductions, in the following format, for the base period and each option year of the contract for the firm fixed-price portion of the work. Any work performed prior to the establishment of the Schedule of Deductions and its incorporation into the contract shall be subject to the requirements set forth in the negotiated Schedule of Deductions. The extended total of the Schedule of Deductions must equal the offered amount for the corresponding Contract Line Item(s) 0001, 0005, 0009, 0013 and 0017. If for any reason this contract is modified, including the exercise of an option, and the modification affects the Schedule of Deductions, the contractor shall submit a revised Schedule of Deductions within fifteen (15) days of the modification. The Schedule of Deductions for the option years which includes any labor adjustments based upon changes in the applicable wage determination shall be revised within fifteen (15) days of notice to extend the contract. Prices shown in the Schedule of Deductions will be utilized in conjunction with the CONSEQUENCIES OF THE CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES and ESTIMATING THE PRICE OF NON-PERFORMED OR UNSATISFACTORY WORK clauses, at Sections E-4 and E-5 respectively, as well as the Performance Requirements Summary (PRS) Table in Attachment No. (3) in making payment deductions for non-performance or unsatisfactory performance. Unbalancing in the Schedule of Deductions submitted shall be cause for withholding approval and requiring re-submittal of a balanced schedule, and may be grounds for TERMINATION FOR DEFAULT. The Government may unilaterally establish a Schedule of Deductions in the event the successful Contractor presents a Schedule of Deductions which is unbalanced or materially deficient. In addition, should the successful Contractor fail to provide an acceptable Schedule of Deductions within thirty (30) days after contract award, the Contracting Officer will unilaterally establish the Schedule of Deductions and incorporate it into the contract. The approved Schedule of Deductions shall be a part of the contract. **DO NOT SUBMIT THE SCHEDULE OF DEDUCTIONS WITH YOUR OFFER.**

b. The Government's estimate of the value of work will be based on the Schedule of Deductions for the fixed-price portion of the contract in all instances except the following: for partially performed fixed-price work items, the Engineered Performance Standards (EPS) manuals or, if not applicable, other estimating sources will be utilized to estimate the work-hour value of the unperformed portion of the work. For deductions of partially performed work, the Government may estimate the Contractor's cost based on wage rates extracted from the attached wage determination, locally determined rate for Contractor's overhead and profit, and employees fringe benefits times the estimated man-hours, plus material costs if applicable.

**SAMPLE
SCHEDULE OF DEDUCTIONS**

****DO NOT SUBMIT SCHEDULE OF DEDUCTION WITH BID****

ITEM OF WORK	UNITS	NUMBER OF UNITS	UNIT PRICE	TOTAL PRICE	Standard of Performance	Max Allowed Defect Rate	Weight
TRANSPORTATION EQUIPMENT MANAGEMENT, OPERATIONS, AND MAINTENANCE							
Fuel Procurement, Delivery and Reports (per SOW paragraphs 3.3.3 to include 3.3.3.1 – 3.3.3.8)	MOS	12	\$	\$			
GROUNDS MAINTENANCE							
Grass Cutting (per SOW paragraph 3.4.2.1)	Acres	1,292	\$	\$			

* Represents the number of units per year. For example, for contract requirement 2.a, 34 Acres. per cut X 31 cuttings (occurrences) per year = 1,054 Acres. See attachment (2) to reference the Scheduled Services.

E-4 CONSEQUENCES OF CONTRACTOR’S FAILURE TO PERFORM REQUIRED SERVICES

The Contractor shall perform all of the contract requirements. The Government will apply one or more of the surveillance methods mentioned below and will deduct an amount from the Contractor’s invoice or otherwise withhold payment for unsatisfactory or non-performed work. The Government reserves the right to change surveillance methods at any time during the contract without notice to the Contractor.

(a) **STATISTICALLY EXTRAPOLATED SURVEILLANCE METHOD.** The Government may apply a statistically extrapolated surveillance method (Random Sampling for Extrapolated Deductions) to any contract requirement to determine Contractor compliance. The defect rate will then be extrapolated to the monthly population to determine the number of unsatisfactorily performed work occurrences. The monthly population is the total number of work occurrences that are required to be performed during the month.

(b) **OTHER SURVEILLANCE METHODS.** The government may apply other surveillance methods to determine Contractor compliance. These include, but are not limited to, 100% inspection, random sampling without extrapolated deductions, and planned sampling as primary surveillance methods; and incidental inspections and validated customer complaints as supplemental surveillance methods. When using these surveillance methods, deductions will be taken for all observed defects.

(c) **PROCEDURES.** In the case of unsatisfactory or non-performed work, the Government:

(1) may give the Contractor written notice of observed deficiencies prior to deducting for unsatisfactory or non-performed work and/or assessing liquidated damages. Such written notice shall not be a pre-requisite for withholding payment for non-performed work. The Government may specify, as provided for below, that liquidated damages can be assessed against the Contractor for administrative costs and other expenses resulting from the unsatisfactory or non-performed work;

(2) may, at its option, allow the Contractor an opportunity to re-perform the unsatisfactory or non-performed work, at no additional cost to the Government. In the case of daily work, corrective action must be completed within 24 hours of notice. In the case of other work, corrective must be completed within 72 hours of notice. In addition, the Government can assess liquidated damages, as referenced above, in the amount of not to exceed 20 percent of the value of all observed defects. The original inspection results of the Contractor's work will not be modified upon re-inspection. However, the Contractor will be paid for satisfactory re-performed work;

(3) shall deduct from the contractor's invoice all amounts associated with the unsatisfactory or non-performed work at the prices set out in the Schedule or provided by other provisions of this contract, unless the Contractor is required to re-perform and satisfactorily complete the work. In addition, the Government can assess liquidated damages, as referenced above, in the amount of not to exceed 20 percent of the value of observed defects;

(4) may, at its option, perform the work by Government personnel or by other means. The Government will reduce the amount of payment to the Contractor, by the amount paid to any Government personnel (based on wages, retirement and fringe benefits) plus material, or by the actual costs incurred to accomplish the work by other means. If the actual costs cannot be readily determined, the prices set out in the Schedule will be used as the basis for deduction. In addition, the Government can assess liquidated damages, as referenced above, in the amount of not to exceed 20 percent of the computed cost.

(d) The contractor is responsible for maintaining an effective Quality Control Program during the course of the contract. Failure to maintain adequate quality control may result in Termination for Default.

(e) Re-performance by the Contractor does not waive the Government's right to terminate for non-performance in accordance with FAR clause 52.249-8, "DEFAULT (FIXED-PRICE SUPPLY AND SERVICE)" OF Section I and all other remedies for default as may be provided by law.

E-5 ESTIMATING THE PRICE OF NON-PERFORMED OR UNSATISFACTORY WORK

In accordance with the clause at Section E-4 - "CONSEQUENCES OF THE CONTRACTOR'S FAILURE TO PERFORM REQUIRED WORK", deductions may be taken for non-performed or unsatisfactory work. In the event the price of non-performed or unsatisfactory work cannot be determined from the prices set out in the Schedule, or on the basis of the actual cost to the Government, estimated methods may be used. Engineered Performance Standards (EPS) or other estimating sources may be utilized to estimate the cost of non-performed work or the costs which would be incurred in remedying unsatisfactory work. The Government may estimate the cost using wage rate and fringe benefits included in the wage determinations included in the contract. Government estimates of the Contractor's overhead and profit rates, and Government estimates of material costs if applicable. Liquidated damages, to compensate the Government for administrative costs and other expenses resulting from the non-performed or unsatisfactory performance, will be calculated in accordance with the "CONSEQUENCES OF FAILURE TO PERFORM REQUIRED WORK" clause. A list of Performance Standards is contained in Attachment (3)

SECTION F DELIVERIES OR PERFORMANCE

F-1 DELIVERIES OR PERFORMANCE CLAUSES BY REFERENCE:

FAR CLAUSE	TITLE
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52.242-15	- Stop-Work Order (AUG 1989)
52.242-17	- Government Delay Of Work (APR 1984)
52.247-34	- F.O.B. Destination (NOV 1991)

F-2 DELIVERIES OR PERFORMANCE

(a) The period of performance under this contract shall be from 1 May 2001 through twelve (12) months thereafter. The option years, if exercised, shall be for a period of twelve (12) months each.

(b) The principal place of performance of this contract shall be at the Naval Research Laboratory, Chesapeake Bay Detachment, Chesapeake Beach, MD.

F-3 PLACE OF DELIVERY - FOB DESTINATION

The contractor shall deliver supplies, all transportation charges paid, to destination in accordance with the clause in Section F of the Schedule titled FAR 52.247-34 FOB Destination (NOV 1991).

Receiving Officer

Naval Research Laboratory

Contract Number

ATTN: *

CODE: *

LOCATION: *

Bldg. 49

4555 Overlook Avenue, SW

Washington DC 20375-5320

(* To be filled in at time of award.)

SECTION G**CONTRACT ADMINISTRATION DATA****G-1 PROCURING OFFICE REPRESENTATIVE**

In order to expedite administration of the contract, the Administrative Contracting Officer (ACO) will direct inquiries to the appropriate office listed below. Please do not direct routine inquiries to the person listed in Item 20A on Standard Form 26.

Contract Matters- *

Security Matters- *

Safety Matters- *

Patent Matters- *

Release of Data- *

The ACO will forward invention disclosures and reports directly to the Associate Counsel for Patents, Code 1008.2, Naval Research Laboratory, Washington DC 20375-5320. The Associate Counsel for Patents will return the reports along with a recommendation to the Administrative Contracting Officer. The Associate Counsel for Patents will represent the Contracting Officer with regard to invention reporting matters arising under this contract.

(* To be filled in at time of award)

G-2 CONTRACTING OFFICER'S REPRESENTATIVE (COR) - FUNCTIONS AND LIMITATIONS

* is hereby designated the cognizant COR who will represent the Contracting Officer in the administration of technical details within the scope of this contract and inspection and acceptance. The COR is not otherwise authorized to make any representations or commitments of any kind on behalf of the Contracting Officer or the Government. The COR does not have the authority to alter the Contractor's obligations or change the specifications in the contract. If, as a result of technical discussions, it is desirable to alter contract obligations or statements of work, a modification must be issued in writing and signed by the Contracting Officer. The COR is responsible for reviewing the bills and charges submitted by the Contractor and informing the ACO of areas where exceptions are to be taken.

(* To be filled in at time of award)

G-3 NAPS 5252.232-9000 - SUBMISSION OF INVOICES (FIXED PRICE) (JUL 1992)

(a) "Invoices" as used in this clause does not include contractor's requests for progress payments.

(b) The contractor shall submit original invoices with 4 copies to the address identified in the solicitation/contract award form (SF 26-Block 10; SF 33-Block 23; SF 1447-Block 14), unless delivery orders are applicable, in which case invoices will be segregated by individual order and submitted to the address specified in the order (DD 1155-Block 13 or SF 26-Block 10).

(c) The use of copies of the Material Inspection and Receiving Report (MIRR), DD Form 250, as an invoice is encouraged. DFARS Appendix F-306 provides instructions for such use. Copies of the MIRR used as an invoice are in addition to the standard distribution stated in DFARS F-401.

(d) In addition to the requirements of the Prompt Payment clause of this contract, the contractor shall cite on each invoice the contract line item number (CLIN); the contract subline item number (SLIN), if applicable; the accounting classification reference number (ACRN) as identified on the financial accounting data sheets, and the payment terms.

(e) The contractor shall prepare:

a separate invoice for each activity designated to receive the supplies or services.

a consolidated invoice covering all shipments delivered under an individual order.

either of the above.

(f) If acceptance is at origin, the contractor shall submit the MIRR or other acceptance verification directly to the designated payment office. If acceptance is at destination, the consignee will forward acceptance verification to the designated payment office.

G-4 NAPS 5252.232-9001 - SUBMISSION OF INVOICES (COST-REIMBURSEMENT, TIME-AND-MATERIALS, LABOR-HOUR, OR FIXED PRICE INCENTIVE) (JUL 1992)

(a) "Invoice" as used in this clause includes contractor requests for interim payments using public vouchers (SF 1034) but does not include contractor requests for progress payments under fixed price incentive contracts.

(b) The Contractor shall submit invoices and any necessary supporting documentation, in an original and 4 copies, to the contract auditor at the following address:

(To be completed at time of award)

unless delivery orders are applicable, in which case invoices will be segregated by individual order and submitted to the address specified in the order. In addition, an information copy shall be submitted to [See Section G for designated COR]. Following verification, the contract auditor will forward the invoice to the designated payment office for payment in the amount determined to be owing, in accordance with the applicable payment (and fee) clause(s) of this contract.

(c) Invoices requesting interim payments shall be submitted no more than once every two weeks, unless another time period is specified in the Payments clause of this contract. For indefinite delivery type contracts, interim payment invoices shall be submitted no more than once every two weeks for each delivery orders. There shall be a lapse of no more than 30 calendar days between performance and submission of an interim payment invoice.

(d) In addition to the information identified in the Prompt Payment clause herein, each invoice shall contain the following information, as applicable:

- (1) Contract line item number (CLIN)
- (2) Subline item number (SLIN)
- (3) Accounting Classification Reference Number(ACRN)
- (4) Payment terms
- (5) Procuring activity
- (6) Date supplies provided or services performed
- (7) Costs incurred and allowable under the contract
- (8) Vessel (e.g., ship, submarine or other craft) or system for which supply/service is provided

(e) A DD Form 250, "Material Inspection and Receiving Report",

- is required with each invoice submittal.
- is required only with the final invoice.
- is not required.

(f) A Certificate of Performance

- shall be provided with each invoice submittal.
- is not required.

(g) The Contractor's final invoice shall be identified as such, and shall list all other invoices (if any) previously tendered under this contract.

(h) Cost of performance shall be segregated, accumulated and invoiced to the appropriate ACRN categories to the extent possible. When such segregation of costs by ACRN is not possible for invoices submitted with CLIN/SLINS with more than one ACRN, an allocation ratio shall be established in the same ratio as the obligations cited in the accounting data so that costs are allocated on a proportional basis.

G-5 CONTRACT CEILING PRICE

(a) The amount of \$ * is presently available for payment and allotted to this contract. This amount is the ceiling price that the contractor shall not exceed except at its own risk. It is estimated that this amount is sufficient for performance of the contract through *.

(b) The not-to-exceed price stated in Section B is the Government's estimate of the price of the maximum labor and materials required to perform this contract. The parties contemplate that the Government will allot additional funds incrementally to the contract up to the full not-to-exceed amount or to a lesser amount necessary to perform the contract.

(c) The Contractor agrees to perform up to the point at which the total amount payable by the Government, including reimbursement in the event of termination for the Government's convenience, approximates the total amount currently allotted to the contract. The Contractor will not be obligated to continue work beyond that point. The Government will not be obligated in any event to reimburse the Contractor in excess of the amount allotted to the contract regardless of anything to the contrary in any other clause or provision of this contract.

(d) The Contractor shall notify the Contracting Officer in writing at least sixty days prior to the date when, in the Contractor's best judgment, the work under the contract will reach the point at which the total amount payable by the Government, including any cost for termination for convenience, will approximate the total amount then allotted to the contract. The notification will state (1) the estimated date when that point will be reached and (2) an estimate of additional funding, if any, needed to continue performance through the current period of performance or to a mutually agreed upon substitute date. If after such notification additional funds are not allotted by the date identified in the Contractor's notification, or by an agreed substitute date, the Contracting Officer, upon the Contractor's written request, will terminate the contract on that date in accordance with the provisions of the Termination clause of this contract.

(e) If, solely by reason of failure of the Government to allot additional funds in amounts sufficient for timely performance of the contract, the Contractor incurs additional costs or is delayed in the performance of the work under this contract and if additional funds are allotted, an equitable adjustment will be made in the price or in the period of performance, or both. Failure to agree to any such equitable adjustment hereunder will be a dispute concerning a question of fact within the meaning of the clause entitled "Disputes."

(f) The Government may at any time prior to termination allot additional funds for the performance of the contract.

(g) Nothing in this clause affects the rights of the Government to terminate this contract pursuant to other clause or provisions of this contract.

(* To be filled in at time of award)

SECTION H SPECIAL CONTRACT REQUIREMENTS

H-1 TYPE OF CONTRACT

(To be filled in at time of award)

H-2 YEAR 2000 COMPLIANT INFORMATION TECHNOLOGY

This requirement applies to information technology (IT) that processes date-related information. All such IT delivered under this contract shall be Year 2000 compliant as defined at FAR 39.002.

H-3 REPRESENTATIONS AND CERTIFICATIONS

The Contractor's completed Representations, Certifications, and Other Statements of Offerors or Respondents is incorporated herein by reference in any resultant award.

H-4 ONR 5252.237-9705 - KEY PERSONNEL (DEC 88)

- (a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.
- (b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least fifteen (15) days in advance (thirty (30) days if security clearance must be obtained) of any proposed substitution and provide the information required by paragraph (c) below.
- (c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor of his/her approval or disapproval thereof.

(d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel:

Program Manager
Electrician
HVAC Mechanic
Boiler Operator

H-5 OPTION TO EXTEND SERVICES

The Government may require continued performance of any services within the limits and at the rates specified in the contract. The Contracting Officer may exercise the option by written notice to the Contractor at anytime within the current contract period.

H-6 USE OF GOVERNMENT FACILITIES/EQUIPMENT

In accordance with FAR 45.404 and the performance of work hereunder, the Government shall furnish to the contractor on a rent-free, non-interference basis, the use of physical space and equipment listed in Enclosure 10 of the Statement of Work provided such facility/equipment may only be used to the extent that such use does not interfere with the performance of the contractor for which the equipment was originally provided. The following Government facilities will be available for use by the Contractor.

Building 79 (1668 SF) Central Heating Plant, Office
Building 76 (Approx. 8,006 SF) Office/Shop/Storage

The Contractor shall provide office furnishings and equipment for administrative spaces provided by the Government.

Attachment Number 10 provides a listing of tools and equipment which will be provided for use in the performance of work hereunder. The Contractor and COR shall conduct a joint inventory prior to commencing work under this contract to determine the exact number and serviceability of Government furnished equipment. The Contractor shall then certify the finding of this inventory and shall assume accountability and subsequently report inventory discrepancies to the COR in accordance with FAR 45 and the DD 1423 (CDRL A026).

H-7 UTILITIES

Water, sewer and electrical utilities will be furnished to the Contractor in support of the Government furnished facilities at no cost to the Contractor. The Contractor shall be required to conserve utilities as directed by the President of the United States, Congress and DoD. The Contractor shall comply with NRL directives for conservation policies established at NRL. These regulations shall be strictly adhered to. The Government will provide for on-station telephone service. The Contractor shall provide and pay for off-station telephone service which will be separate from the Government's exchange equipment.

H-8 JANITORIAL SERVICES

Janitorial services will not be provided for those facilities used by Contractor's personnel in the performance of work under this contract. The Contractor shall provide janitorial services and supplies necessary to maintain office spaces, lavatory facilities, mechanical rooms and work areas in a neat, clean and orderly manner.

H-9 REIMBURSEMENT FOR COST REIMBURSEMENT LINE ITEMS

Reimbursement shall be cost plus G&A only (NO FEE). For CLINs 0002,(0006,0010,0014 and 0018 if exercised).

H-10 SERVICE CALLS

Service calls encompass all maintenance and repair requirements and minor general service requirements (other than routine recurring service) that are determined by the Government to be brief in scope and, as such, do not require separate job planning, estimating and scheduling. Service calls are generally limited in scope to not more than 32 man-hours in labor (CDRL A028). Service calls shall be classified as emergency (H-9) or routine (H-10). Service calls will be limited to \$1000.00 in material cost unless otherwise authorized by the COR. Service calls will be completed within 7 days of original notification of the service required

H-11 EMERGENCY SERVICE CALLS

Service calls will be classified as emergency calls when the work consists of correcting failures or conditions which constitute an immediate physical or health danger to personnel or threaten to damage property, including heating problems during the heating season. Emergency calls shall be responded to in all cases within one-half hour of receipt of call during normal working hours and one (1) hour during nonworking hours. The Contractor shall arrest the emergency condition and perform corrective actions necessary to prevent further loss or damage to property; restore essential services; and eliminate threatening safety hazards on the same day the work is ordered. If further labor and materials are required to complete the repair or service once the emergency condition is corrected, completion shall be accomplished as soon as possible but no later than within five (5) working days.

H-12 ROUTINE SERVICE CALLS

Service calls will be classified as routine calls when the work does not qualify as an emergency call. Examples are inoperative switches or outlets, dripping faucets, etc. Accomplishment of all routine calls within eight (8) days after receipt of the call will constitute satisfactory performance.

H-13 SERVICE CALL PROCESSING

The Government will be responsible for initial receiving, screening, and classifying service calls to determine responsibility and required response time. Service calls classified as emergency may be telephoned in by the COR or his designated representative prior to written order. The Contractor shall not accept or respond to calls which do not originate from the COR or a designated representative.

H-14 MINOR WORK AUTHORIZATION

Minor Work Authorization will generally be issued for work that requires more than twenty-four (24) man-hours and up to the monetary limits below. For maintenance and repair, minor work will be limited to a total cost of \$4,000 for labor and material costs per job. For minor construction and alteration work, Minor Work Authorization will be limited to \$2,000 in total cost. The performance of minor work is the indefinite quantity portion of the contract and shall be completed by the completion dates specified on the Minor Work Authorization. (CDRL A027) Minor Work also includes snow removal not included in the Firm Fix Portion of the contract.

Work that exceeds 24 man-hours and falls within the Indefinite Quantity portion of the contract will be ordered through the issuance of the Minor Work Authorization Form. The work order will provide a description of the task to be performed. If the Contractor believes that the work will exceed the limits stated above, he shall submit a cost estimate to the COR (within three (3) days). This estimate shall contain categories of labor, estimated hours by labor category and estimated material cost. If in the opinion of the COR, the work should cost less, the matter shall be referred to the Contracting Officer for resolution.

H-15 PREVENTIVE MAINTENANCE INSPECTION (PMI)

The Contractor shall perform Preventive Maintenance on the equipment and facilities indicated in the Statement of Work and its enclosures.

H-16 ROUTINE RECURRING SERVICE

Routine recurring services shall be assigned standing job order numbers by the Government. These will include but not be limited to the following.

- a. Vehicle Operations
- b. Quality Control Inspections
- c. Grounds Maintenance
- d. Road and Sidewalk Maintenance
- e. Fence and Gate Maintenance
- f. Safety Meetings and Inspections
- g. Central Heating Plant Operations
- h. Mail/Supply Delivery and Pick-up
- i. Relamping Services

- j. Intra-station Moves
- k. Heating/Air Conditioning Operations
- l. Pest Control

The contract serves as the ordering document for all routine recurring service. Service Work Authorization or Minor Work Authorization shall not be issued. The Government shall establish standing Job Order Accounts (numbered for each service set forth in Section C.

Material required for the performance of routine recurring service shall be purchased by the Contractor and documented against the appropriate standing job order account number. The Contractor shall schedule the performance of routine recurring service to conform to the requirements of the contract. A copy of the weekly schedule shall be delivered to the COR on the first day of the week to which the schedule applies. Man-hours expended to perform routine recurring service work shall be documented against the appropriate job order account number. A monthly summary report of routine recurring service shall be submitted to the COR in the format specified in Exhibit F, Monthly Summary of Completed Work Orders.

H-17 ADDITIONAL LABOR CATEGORIES

If, in order to accomplish the work under CLINs 003, 007, 0011, 0015 or 0019, it becomes desirable to the Government to include additional labor categories, the Contractor and Government agree to negotiate the hourly rates and qualifications for the desired additional labor categories. Upon successful conclusion of negotiations, the Contracting Officer may modify this contract to include the negotiated labor categories and rates in Section B.

PART II - CONTRACT CLAUSES
SECTION I
CONTRACT CLAUSES

I-1 52.252-2 - CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://www.arnet.gov/far>

<http://heron.nrl.navy.mil/contracts/home.htm>

a. FEDERAL ACQUISITION REGULATION CLAUSES

FAR CLAUSE TITLE

- | | | |
|-----------|---|---|
| 52.202-1 | - | Definitions (OCT 1995) |
| 52.203-3 | - | Gratuities (APR 1984) |
| 52.203-5 | - | Covenant Against Contingent Fees (APR 1984) |
| 52.203-6 | - | Restrictions On Subcontractor Sales To The Government (JUL 1995) |
| 52.203-7 | - | Anti-Kickback Procedures (JUL 1995) |
| 52.203-8 | - | Cancellation, Rescission, And Recovery Of Funds For Illegal Or Improper Activity (JAN 1997) |
| 52.203-10 | - | Price Or Fee Adjustment For Illegal Or Improper Activity (JAN 1997) |
| 52.203-12 | - | Limitation On Payments To Influence Certain Federal Transactions (JUN 1997) |
| 52.204-4 | - | Printed Or Copied Double-Sided On Recycled Paper (AUG 2000) |
| 52.209-6 | - | Protecting The Government's Interest When Subcontracting With Contractors Debarred, Suspended, Or Proposed For Debarment (JUL 1995) |
| 52.211-15 | - | Defense Priority And Allocation Requirements (SEP 1990) |
| 52.215-2 | - | Audit And Records-Negotiation (JUNE 1999) |
| 52.215-8 | - | Order Of Precedence - Uniform Contract Format (OCT 1997) |
| 52.215-11 | - | Price Reduction For Defective Cost Or Pricing Data - Modifications (OCT 1997) |
| 52.215-13 | - | Subcontractor Cost Or Pricing Data Modifications (OCT 1997) |
| 52.215-14 | - | Integrity Of Unit Prices (OCT 1997) |
| 52.215-15 | - | Pension Adjustments And Asset Reversions (DEC 1998) |
| 52.215-17 | - | Waiver Of Facilities Capital Cost Of Money (OCT 1997) (<i>will be included if the successful offeror does not propose facilities capital cost of money</i>) |
| 52.215-18 | - | Reversion Or Adjustment Of Plans For Post-Retirement Benefits (PRB) Other Than Pensions (OCT 1997) |
| 52.215-19 | - | Notification Of Ownership Changes (OCT 1997) |
| 52.215-21 | - | Requirements For Cost Or Pricing Data Or Information Other Than Cost Or Pricing Data -Modifications (OCT 1997) |
| 52.217-8 | - | Option To Extend Services (NOV 1999) |
| 52.219-6 | - | Notice Of Total Small Business Set-Aside (JUL 1996) |
| 52.219-8 | - | Utilization Of Small Business Concerns (OCT 2000) |

- 52.219-14 - Limitations On Subcontracting (DEC 1996)
- 52.222-1 - Notice To The Government Of Labor Disputes (FEB 1997)
- 52.222-3 - Convict Labor (AUG 1996)
- 52.222-4 - Contract Work Hours And Safety Standards Act-Overtime Compensation (SEP 2000)
- 52.222-21 - Prohibition of Segregated Facilities (FEB 1999)
- 52.222-26 - Equal Opportunity (FEB 1999)
- 52.222-35 - Affirmative Action For Disabled Veterans And Veterans Of The Vietnam Era (APR 1998)
- 52.222-36 - Affirmative Action For Workers With Disabilities (JUN 1998)
- 52.222-37 - Employment Reports On Disabled Veterans And Veterans Of The Vietnam Era (JAN 1999)
- 52.222-41 - Service Contract Act Of 1965, As Amended (MAY 1989)
- 52.222-43 - Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option Contracts) (MAY 1989)
- 52.222-44 - Fair Labor Standards Act And Service Contract Act - Price Adjustment (MAY 1989)
- 52.223-3 - Hazardous Material Identification And Material Safety Data (JAN 1997)
- 52.223-5 - Pollution Prevention and Right-To-Know Information (APR 1998)
- 52.223-6 - Drug-Free Workplace (JAN 1997)
- 52.223-10 - Waste Reduction Program (AUG 2000)
- 52.223-14 - Toxic Chemical Release Reporting (OCT 2000)
- 52.225-13 - Restrictions On Certain Foreign Purchases (JUL 2000)
- 52.226-1 - Utilization Of Indian Organizations And Indian-Owned Economic Enterprises (JUN 2000)
- 52.227-1 - Authorization And Consent (JUL 1995)
- 52.227-2 - Notice And Assistance Regarding Patent And Copyright Infringement (AUG 1996)
- 52.227-3 - Patent Indemnity (APR 1984)
- 52.228-5 - Insurance - Work on a Government Installation (JAN 1997)
- 52.229-3 - Federal, State, And Local Taxes (JAN 1991)
- 52.229-5 - Taxes - Contracts Performed In U.S. Possessions Or Puerto Rico (APR 1984)
- 52.232-1 - Payments (APR 1984)
- 52.232-7 - Payments Under Time-And-Materials And Labor-Hour Contracts (MAR 2000) (CLINs 0002, 0003, 0006, 0007, 0010, 0011, 0014, 0015, 0018, 0019)
- 52.232-8 - Discounts For Prompt Payment (MAY 1997)
- 52.232-9 - Limitation On Withholding Of Payments (APR 1984)
- 52.232-11 - Extras (APR 1984)
- 52.232-17 - Interest (JUN 1996)
- 52.232-23 - Assignment Of Claims (JAN 1986)
- 52.232-25 - Prompt Payment (JUN 1997)
- 52.232-33 - Payment By Electronic Funds Transfer-Central Contractor Registration (MAY 1999)
- 52.233-1 - Disputes (DEC 1998)
- 52.233-3 - Protest After Award (AUG 1996)
- 52.237-2 - Protection Of Government Buildings, Equipment, And Vegetation (APR 1984)
- 52.237-3 - Continuity Of Services (JAN 1991)
- 52.242-13 - Bankruptcy (JUL 1995)
- 52.243-1 - Changes - Fixed Price (AUG 1987) Alternate II (APR 1984)

- 52.243-3 - Changes--Time-And-Materials Or Labor-Hours (SEP 2000)
(CLINs 0002, 0003, 0006, 0007, 0010, 0011, 0014, 0015, 0018, 0019)
- 52.244-2 - Subcontracts (AUG 1998) - Alternate I (AUG 1996)
(CLINs 0002, 0003, 0006, 0007, 0010, 0011, 0014, 0015, 0018, 0019)
- 52.244-5 - Competition In Subcontracting (DEC 1996)
- 52.245-1 - Property Records (APR 1984)
- 52.245-2 - Government Property (Fixed-Price Contracts) (DEC 1989) Alternate I (APR 1984)
(DEVIATION)
- 52.245-4 - Government-Furnished Property (Short Form) (APR 1984)
- 52.245-5 - Government Property (Cost-Reimbursement, Time-And-Material, Or Labor-Hour
Contracts) (JAN 1986) (DEVIATION)
(CLINs 0002, 0003, 0006, 0007, 0010, 0011, 0014, 0015, 0018, 0019)
- 52.245-9 - Use And Charges (APR 1984)(DEVIATION)
- 52.245-19 - Government Property Furnished "As Is" (APR 1984)
- 52.246-25 - Limitation Of Liability - Services (FEB 1997)
- 52.248-1 - Value Engineering (FEB 2000)
- 52.249-4 - Termination For Convenience Of The Government (Services) (Short Form) (APR
1984)
- 52.249-6 - Termination (Cost - Reimbursement) (SEP 1996) Alternate IV (SEP 1996)
(CLINs 0002, 0003, 0006, 0007, 0010, 0011, 0014, 0015, 0018, 0019)
- 52.249-8 - Default (Fixed-Price Supply And Service) (APR 1984)
- 52.249-14 - Excusable Delays (APR 1984)
- 52.251-1 - Government Supply Sources (APR 1984)
- 52.252-6 - Authorized Deviations In Clauses (APR 1984) fill in Defense Federal Acquisition
Regulation Supplement (48 CFR Chapter 2);
- 52.253-1 - Computer Generated Forms (JAN 1991)

DFARS CLAUSE TITLE

- 252.201-7000 - Contracting Officer's Representative (DEC 1991)
- 252.203-7001 - Prohibition On Persons Convicted Of Fraud Or Other Defense Contract Related
Felonies (MAR 1999)
- 252.204-7002 - Payment For Subline Items Not Separately Priced (DEC 1991)
- 252.204-7003 - Control Of Government Personnel Work Product (APR 1992)
- 252.204-7004 - Required Central Contractor Registration (MAR 2000)
- 252.205-7000 - Provision Of Information To Cooperative Agreement Holders (DEC 1991)
- 252.209-7000 - Acquisition From Subcontractors Subject To On-Site Inspection Under The
Intermediate-Range Nuclear Forces (INF) Treaty (NOV 1995)
- 252.209-7004 - Subcontracting With Firms That Are Owned Or Controlled By The Government Of A
Terrorist Country (MAR 1998)
- 252.215-7000 - Pricing Adjustments (DEC 1991)
- 252.223-7006 - Prohibition On Storage And Disposal Of Toxic And Hazardous Materials (APR
1993)
- 252.225-7001 - Buy American Act And Balance Of Payments Program (MAR 1998)
- 252.225-7002 - Qualifying Country Sources As Subcontractors (DEC 1991)

- 252.225-7009 - Duty-Free Entry - Qualifying Country Supplies (End Products And Components) (AUG 2000)
- 252.225-7012 - Preference For Certain Domestic Commodities (AUG 2000)
- 252.225-7031 - Secondary Arab Boycott Of Israel (JUN 1992)
- 252.227-7013 - Rights In Technical Data--Noncommercial Items (NOV 1995)
- 252.227-7016 - Rights In Bid or Proposal Information (JUN 1995)
- 252.227-7030 - Technical Data--Withholding Of Payment (MAR 2000)
- 252.227-7036 - Certification Of Technical Data Conformity (JAN 1997)
- 252.227-7037 - Validation Of Restrictive Markings On Technical Data (SEP 1999)
- 252.231-7000 - Supplemental Cost Principles (DEC 1991)
- 252.233-7000 - Certification Of Claims And Requests For Adjustment Or Relief (MAY 1994)
- 252.242-7000 - Postaward Conference (DEC 1991)
- 252.243-7001 - Pricing Of Contract Modifications (DEC 1991)
- 252.243-7002 - Requests For Equitable Adjustment (MAR 1998)
- 252.244-7000 - Subcontracts For Commercial Items And Commercial Components (DOD Contracts) (MAR 2000)
- 252.245-7001 - Reports Of Government Property (MAY 1994)
- 252.247-7023 - Transportation Of Supplies By Sea (MAR 2000)
- 252.247-7024 - Notification Of Transportation Of Supplies By Sea (MAR 2000) *(will be included if the successful offeror made a negative response to the inquiry at DFARS 252.247-7022)*
- 252.248-7000 - Preparation Of Value Engineering Change Proposals (MAY 1994)
- 252.251-7000 - Ordering From Government Supply Sources (MAY 1995)

I-2 FAR 52.222-42 - STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

<u>Employee class</u>	<u>Monetary Wage - Fringe Benefits</u>
STATIONARY ENGINEER	
GENERAL MAINTENANCE WORKER	
HVAC MECH	
ELECTRICIAN	
DRIVER/MESSENGER	
SMALL ENGINE MECHANIC	
PLUMBER	
TRUCK DRIVER MEDIUM	
LABORER/GROUNDS	

LABORER

I-3 52.222-47 -- SCA MINIMUM WAGES AND FRINGE BENEFITS APPLICABLE TO SUCCESSOR CONTRACT PURSUANT TO PREDECESSOR CONTRACTOR COLLECTIVE_BARGAINING AGREEMENTS (CBA).

Service Contract Act (SCA) Minimum Wages and Fringe Benefits (May 1989)

An SCA wage determination applicable to this work has been requested from the U.S. Department of Labor. If an SCA wage determination is not incorporated herein, the bidders/offerors shall consider the economic terms of the collective bargaining agreement (CBA) between the incumbent Contractor Meridian Management Corporation and the International Union of Operating Engineers, Local 37 (union). If the economic terms of the collective bargaining agreement or the collective bargaining agreement itself is not attached to the solicitation, copies can be obtained from the Contracting Officer. Pursuant to Department of Labor Regulation, 29 CFR 4.1b and paragraph (g) of the clause at 52.222-41, Service Contract Act of 1965, as amended, the economic terms of that agreement will apply to the contract resulting from this solicitation, notwithstanding the absence of a wage determination reflecting such terms, unless it is determined that the agreement was not the result of arm's length negotiations or that after a hearing pursuant to section 4(c) of the Act, the economic terms of the agreement are substantially at variance with the wages prevailing in the area.

I-4 FAR 52.223-11 - OZONE-DEPLETING SUBSTANCES (JUN 1996)

(a) Definitions.

"Ozone-depleting substance", as used in this clause, means any substance designated as Class I by the Environmental Protection Agency (EPA) (40 CFR Part 82), including but not limited to chlorofluorocarbons, halons, carbon tetrachloride, and methyl chloroform; or any substance designated as Class II by EPA (40 CFR Part 82), including but not limited to hydrochlorofluorocarbons.

(b) The Contractor shall label products which contain or are manufactured with ozone-depleting substances in the manner and to the extent required by 42 U.S.C. 7671j (b), (c), and (d) and 40 CFR Part 82, Subpart E, as follows:

"WARNING: Contains (or manufactured with, if applicable) _____, a substance(s) which harm(s) public health and environment by destroying ozone in the upper atmosphere."

* The Contractor shall insert the name of the substance(s).

PART III - LIST OF DOCUMENTS, EXHIBITS, AND OTHER ATTACHMENTS
SECTION J
LIST OF ATTACHMENTS

- J-1** Attachment (1) - Statement of Work - 5 Pages, with
- Enclosure 1 – Electrical Systems Operations and Maintenance, 11 pages.
 - Enclosure 2 – Water Sewer and Heat Distribution Systems Maintenance and Repair, 4 pages.
 - Enclosure 3 – Facilities Maintenance and General Support Services, 5 pages.
 - Enclosure 4 – Grounds and Ground Structures Maintenance and Repair, 14 pages
 - Enclosure 5 – Central Heating Plant Operation and Maintenance, 8 pages.
 - Enclosure 6 – Air Conditioning/Heating/Ventilation/Plumbing Maintenance, 14 pages
 - Enclosure 7 – Transportation/Construction Equipment Operations, 8 pages.
 - Enclosure 8 – Pest Control Services, 23 pages.
 - Enclosure 9 – Oil Spills and Hazardous Waste Clean-up Services, 6 pages
 - Enclosure 10 – Facilities/Equipment Inventory Data for CBD, 10 pages.
- Exhibit A - DD Form 1423, Contract Data Requirements, 9 Pages.
- J-2** ATTACHMENT (2) – RESERVED
- J-3** ATTACHMENT (3) – INTERNATIONAL UNION OF OPERATING ENGINEERS, LOCAL 37, COLLECTIVE BARGAINING AGREEMENT, EFFECTIVE APRIL 21, 2000 – 15 PAGES
- J-4** ATTACHMENT (4) – DD FORM 254: SECURITY CLASSIFICATION REQUIREMENTS, SERIAL NO. 019-00, DATED 10 APRIL 2000 – 2 PAGES

PART IV - REPRESENTATIONS AND INSTRUCTIONS**SECTION K****REPRESENTATIONS, CERTIFICATIONS
AND OTHER STATEMENTS OF OFFERORS OR RESPONDENTS****K-1 Representations, Certifications, and Other Statements of Offerors or Respondents**

Each Offeror must submit a completed Representations, Certifications, and Other Statements Of Offerors or Respondents with its proposal which is available electronically in full text at

<http://heron.nrl.navy.mil/contracts/rep&certs.htm>

K-2 fill in for FAR 52.219-1 - SMALL BUSINESS PROGRAM REPRESENTATIONS (OCT 2000)

The fill in information is as follows:

The NAICS code for this acquisition is 8744.

The small business size standard is \$20.0M.

SECTION L**INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS****L-1 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)**

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

<http://www.arnet.gov/far>

<http://heron.nrl.navy.mil/contracts/home.htm>

FAR CLAUSE TITLE

52.204-6	-	Data Universal Numbering System (DUNS) Number (JUNE 1999)
52.214-34	-	Submission Of Offers In The English Language (APR 1991)
52.214-35	-	Submission Of Offers In U.S. Currency (APR 1991)
52.215-1	-	Instructions To Offerors- Competitive Acquisition (FEB 2000)
52.215-16	-	Facilities Capital Cost Of Money (OCT 1997)
52.237-1	-	Site Visit (APR 1984)

L-2 FAR 52.211-14 - NOTICE OF PRIORITY RATING FOR NATIONAL DEFENSE USE (SEP 1990)

Any contract awarded as a result of this solicitation will be a DX rated order; DO rated order certified for national use under the Defense Priorities and Allocations system (DPAS) (15 CFR 700), and the Contractor will be required to follow all of the requirements of this regulation.

L-3 FAR 52.215-20 REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA (OCT 1997)ALTERNATE IV (OCT 1997)

- (a) Submission of cost or pricing data is not required.
- (b) Provide information supporting the not-to-exceed amount proposed as appropriate. In addition, provide information supporting the firm-fixed-price amount proposed. This requirement is to enable accurate adjustments to the contract when incorporating new wage determinations. :

L-4 FAR 52.216-1 - TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a Firm Fixed Price Service type contract resulting from this solicitation. There will be a Firm Fixed Price CLIN, a Cost-Reimbursable CLIN and an Indefinite Quantity CLIN.

L-5 FAR 52.233-2 - SERVICE OF PROTEST (AUG 1996)

(a) Protests, as defined in Section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO) shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from the Control Desk, Code 3200, Bldg. 222, Rm. 115, Naval Research Laboratory, 4555 Overlook Ave., S.W., Washington DC 20375-5326.

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

L-6 DFARS 252.227-7017 - IDENTIFICATION AND ASSERTION OF USE, RELEASE, OR DISCLOSURE RESTRICTIONS (JUN 1995)

- (a) The terms used in this provision are defined in following clause or clauses contained in this solicitation--
 - (1) If a successful offeror will be required to deliver technical data, the Rights in Technical Data--Noncommercial Items clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software--Small Business Innovative Research (SBIR) Program clause.

- (2) If a successful offeror will not be required to deliver technical data, the Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation clause, or, if this solicitation contemplates a contract under the Small Business Innovative Research Program, the Rights in Noncommercial Technical Data and Computer Software-- Small Business Innovative Research (SBIR) Program clause.
- (b) The identification and assertion requirements in this provision apply only to technical data, including computer software documents, or computer software to be delivered with other than unlimited rights. For contracts to be awarded under the Small Business Innovative Research Program, the notification requirements do not apply to technical data or computer software that will be generated under the resulting contract. Notification and identification is not required for restrictions based solely on copyright.
- (c) Offers submitted in response to this solicitation shall identify, to the extent known at the time an offer is submitted to the Government, the technical data or computer software that the Offeror, its subcontractors or suppliers, or potential subcontractors or suppliers, assert should be furnished to the Government with restrictions on use, release, or disclosure.
- (d) The Offeror's assertions, including the assertions of its subcontractors or suppliers or potential subcontractors or suppliers shall be submitted as an attachment to its offer in the following format, dated and signed by an official authorized to contractually obligate the Offeror:
 Identification and Assertion of Restrictions on the Government's Use, Release, or Disclosure of Technical Data or Computer Software.
 The Offeror asserts for itself, or the persons identified below, that the Government's rights to use, release, or disclose the following technical data or computer software should be restricted:

Technical Data or Computer Software to be Furnished With Restrictions*	Basis for Assertion**	Asserted Rights Category***	Name of Person Asserting Restrictions****
(LIST)*****.	(LIST)	(LIST)	(LIST)

* For technical data (other than computer software documentation) pertaining to items, components, or processes developed at private expense, identify both the deliverable technical data and each such items, component, or process. For computer software or computer software documentation identify the software or documentation.

** Generally, development at private expense, either exclusively or partially, is the only basis for asserting restrictions. For technical data, other than computer software documentation, development refers to development of the item, component, or process to which the data pertain. The Government's rights in computer software documentation generally may not be restricted. For computer software, development refers to the software. Indicate whether development was accomplished exclusively or partially at private expense. If development was not accomplished at private expense, or for computer software documentation, enter the specific basis for asserting restrictions.

*** Enter asserted rights category (e.g., government purpose license rights from a prior contract, rights in SBIR data generated under another contract, limited, restricted, or government purpose rights under this or a prior contract, or specially negotiated licenses).

- **** Corporation, individual, or other person, as appropriate.
- ***** Enter "none" when all data or software will be submitted without restrictions.

Date _____
 Printed Name and Title _____

Signature _____
 (End of identification and assertion)

- (e) An offeror's failure to submit, complete, or sign the notification and identification required by paragraph (d) of this provision with its offer may render the offer ineligible for award.
- (f) If the Offeror is awarded a contract, the assertions identified in paragraph (d) of this provision shall be listed in an attachment to that contract. Upon request by the Contracting Officer, the Offeror shall provide sufficient information to enable the Contracting Officer to evaluate any listed assertion.

L-7 INQUIRIES CONCERNING THE RFP

Any questions concerning the RFP must be submitted in writing to the Contracting Officer at the location noted in blocks 7 and 9 of the Standard Form 33, "Solicitation, Offer and Award," no less than fifteen (15) days before closing. The Government will not consider questions received after this date. Offerors are cautioned against directing any questions concerning this RFP to technical personnel at the Naval Research Laboratory.

L-8 INSTRUCTIONS FOR SUBMISSION AND INFORMATION REQUIRED TO EVALUATE PROPOSALS

PART A - PROPOSAL

- (1) Required Copies: Original and 2 copies
- (2) Proposal Identification/Mailing - The proposal should be packaged for delivery so as to permit safe and timely arrival at destination. The proposal package should be sent to the address shown in Block 7 of the RFP face page and marked:

RFP No. N00173-01-R- SK01
Closing Date: 17 April 01
(As specified in Block 9, RFP face page)
Attn: Code 3230.SK

L-9 VOLUME I - TECHNICAL/MANAGEMENT PROPOSAL

REQUIRED COPIES: 1 ORIGINAL AND 2 COPIES .

The technical portion must demonstrate in sufficient detail that the supplies or services proposed comply with the requirements of the RFP's Statement of Work or Specifications. General statements that the offeror can or will comply with the requirements, that standard procedures will be used, that well known techniques will be used, or paraphrases of the RFP's Statement of Work or Specification in whole or in part will not constitute compliance with these requirements concerning the content of the technical proposal. Failure to conform to any of the requirements of the RFP may form the basis for rejection of the proposal.

PAST PERFORMANCE INFORMATION

(a) Offerors shall submit the following information as part of their proposal. (Offerors are encouraged to submit the information prior to other parts of the proposal to assist the government in reducing the length of the evaluation period.) List the last five (5) contracts or subcontracts completed during the past three (3) years years for services similar in nature to this requirement. Include in the five (5) any current contracts or subcontracts for similar services that were awarded at least one year prior to the date of this solicitation. Offerors that have no similar previous or current contracts should provide the requested information for proposed subcontractors that will perform major or critical aspects of the requirement or for the proposed project manager or key personnel responsible for major or critical aspects of the requirement.

1. Name of contracting organization.
2. Contract number
3. Contract type
4. Total contract value
5. Description of the contract work
6. Contracting officer and telephone number
7. Contracting officer's representative, program manager, or similar official and telephone number

(b) Offerors shall contact the contracting organizations identified pursuant to paragraph (a) as soon as possible and request them to send past performance information on the identified contracts to the address in Block 7 of the face page of this solicitation. The past performance report which is available electronically in full text at <http://heron.nrl.navy.mil/contracts/home.htm> is to be provided to the contracting organization for this purpose. If the contracting organization has already collected past performance information on the contract pursuant to FAR Subpart 42.15, the format used to collect the information may be used instead of the past performance report.

(c) Offerors may include in their proposals specific information relating to problems encountered in performing the identified contracts and any corrective actions by the offeror. Offerors should not provide general information on their performance on the identified contracts as this will be obtained from the contracting organizations.

L-10 VOLUME II - BUSINESS PROPOSAL

REQUIRED COPIES: 1 ORIGINAL AND 2 COPIES

(1) PRICE PROPOSAL

The offeror shall submit a business proposal that includes a price proposal with supporting information. The supporting breakdown should include such elements as materials, direct labor, indirect cost, and other costs such as uniforms or travel. The offeror shall provide exhibits as necessary to substantiate the price. This requirement is to enable accurate adjustments to the contract when incorporating new wage determinations.

**SECTION M
EVALUATION FACTORS FOR AWARD****M-1 EVALUATION****(a) Non cost factor(s): :**

(1) Technical Proposals will be evaluated on demonstrated compliance with the requirements of the RFP's Statement of Work or Specifications.

(2) Past Performance will be evaluated on the basis of the quality of the work performed, or supplies delivered and the timeliness of performance or delivery. The evaluation will be based on the information provided pursuant to Section L and other sources if available. A determination will be made as to whether the offeror's past performance is acceptable or unacceptable. Offerors that have no relevant performance history or for which past performance information is not available will not be evaluated favorably or unfavorably on past performance

(b) Award will be made to the responsible offeror proposing the lowest price that meets or exceeds the acceptability standards for non-cost factors.

M-2 FAR 52.217-5 - EVALUATION OF OPTIONS (JUL 1990)

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

STATEMENT OF WORK

1.0 BACKGROUND: The Naval Research Laboratory (NRL), Chesapeake Bay Detachment (CBD), is a Government-owned facility located at 5813 Bayside Road, Chesapeake Beach, MD. 20732. The mission of CBD is to operate and maintain the plant facilities and equipment located at CBD, Navy Dock (Fishing Creek), and a remote facility at Tilghman Island, MD.

2.0 SITE CHARACTERISTICS: Located in a relatively clear area away from congestion and industrial interference, the main site covers approximately 160 acres and has approximately 115 structures of various sizes and types of construction, ten (10) of which are major laboratory buildings. The Navy Dock consists of .6 acres and is located 2 miles north of the main site, at Fishing Creek, has three (3) structures. There are over 282 feet of usable boat docking space with a water depth of 6 feet. The Tilghman Island Facility consists of two (2) acres and is located directly across the Chesapeake Bay from CBD at a range of 9 miles (approximately 95 miles ground transportation). There are four (4) structures at Tilghman Island. There are 24 Navy Family Housing units and approximately eight (8) acres located at the CBD main site that are not included in this contract.

3.0 SCOPE: The Contractor shall provide all necessary personnel, equipment and materials, except as otherwise specified in this contract, to maintain the CBD main site facility, Navy Dock at Chesapeake Beach, MD. and the Tilghman Island facility. The following types of services will be required:

Electrical Distribution System and Generators. Operate, maintain, inspect and repair electrical systems including generators, signal systems, area lighting, etc. (Enclosure 1).

Water, Sewer and Heat Distribution Systems: Inspect, maintain and repair piping, valves pumps, insulation, etc. (Enclosure 2).

Facilities Maintenance and General Support Services: Maintain buildings and structures, including installed utilities. Perform minor repairs and alterations. Provide loading/offloading services and support for Government operations. (Enclosure 3).

Grounds, Roads and Perimeter Fence Maintenance Services: Maintain roads, grounds, fences, gates, retaining walls, etc., including grass cutting, pruning and snow removal. (Enclosure 4).

Central Heating Plant Operations and Maintenance: Operate, inspect and maintain the CBD Central Heating Plant and appurtenances. (Enclosure 5).

Air Conditioning/Heating/Ventilation Maintenance: Operate, inspect, repair and maintain building supply systems and appurtenances. (Enclosure 6).

Transportation Equipment: Operate transportation equipment for movement of personnel, special engineering activities and materials handling, including operation of fuel dispensing facilities. (Enclosure 7).

Pest Control Services (General): Provide pest control services including application of pesticides, termite inspections, control undesired vegetation and removal of carcasses. (Enclosure 8).

Oil Spills/Hazardous Waste Cleanup Services: Provide containment and abatement of regulated materials. (Enclosure 9).

Facilities Inventory data: Provides general CBD site and Facilities data. (Enclosure 10)

4.0 ON-SITE MANAGER: The Contractor shall provide a Project Manager on the work site during regular working hours. The Contractor's Project Manager sole responsibility shall be to schedule and plan the work to ensure full compliance with contract requirements. The Contractor shall also establish quality assurance and quality control programs acceptable to the COR.

5.0 PERSONNEL: The Contractor shall exercise direct control over his employees to ensure proper behavior and conformance to applicable NRL policies. The Contractor shall select personnel who are qualified to perform the required services, develop supervisory techniques to ensure effective and efficient operations, and keep personnel cognizant of all improvements, changes and methods of operation. The Contractor shall obtain proper identification credentials and clearances as are necessary for his personnel and ensure that vehicle operators have the required licenses.

6.0 CONTRACTOR ASSISTANCE: The Contractor shall instruct his employees to furnish assistance, as required, in the performance of Government inspections. The Contractor shall also furnish information (estimates, cost proposal), as required, for the administration of this contract.

7.0 PUBLICATIONS: Applicable Department of Defense (DoD) and Navy manuals, instructions and directives will be provided by the Navy through normal distribution channels. All other forms and/or publications required for the performance of work under this contract are the Contractors responsibility. The Government will provide an initial supply of reporting forms identified as required; resupply of such forms shall be the Contractors responsibility. The Contractor shall maintain files of required publications.

8.0 LICENSES AND PERMITS: The Contractor shall obtain any necessary licenses and permits, and is responsible for complying with any applicable Federal, State and municipal laws, codes, and regulations in connection with the prosecution of the proposed work. The Contractor shall be responsible for all damages to persons or property that occur as a result of his fault or negligence. The Contractor shall take proper safety and health precautions to protect the work, the workers, the public, and the property of others.

9.0 STANDARD OPERATING PROCEDURES: The Contractor shall prepare and submit Standard Operating Procedures (SOP's) (CDRL A025) within thirty (30) days after contractor award and to effect changes thereto when required. The Standard Operating Procedures shall specifically delineate the Contractor's responsibility and actions. The Standard Operating Procedures shall be submitted for approval to the COR. Approved SOP's shall be incorporated as part of the contract requirements. The Contractor shall provide SOP's for the following areas of responsibility:

Pesticide/herbicide operation, including rodent and insect control.

Maintenance management system, including management of service calls, minor work, scheduled maintenance, recurring work and out of hours emergency.

Property control.

Scheduling of work.

Personnel administration.

Warranties

Safety procedures.

Contractor quality control program.

Personnel contingency plan.

10.0 SOP AND OTHER MANUAL UPDATES: The Contractor shall update the SOP's, manuals and maintenance programs within fifteen (15) days of the Government provided change. Updates shall be completed to reflect changes in laws, regulations, equipment, systems and technological or methodological advances or alternatives in the services to be provided under this contract. SOP or manual updates shall be provided to COR for approval as they occur. Once the change in SOP's is affected, the Contractor shall comply with such change.

11.0 COMMUNICATION SYSTEM: The Contractor shall provide a 24 hour a day wireless communication "beeper" system for the receipt of oral emergency work orders. The Contractor shall provide the Government with the necessary equipment and information so that the on-site manager can be contacted on the system. Written work orders shall be provided to the Contractor after the oral work orders have been communicated. It shall be the Contractors responsibility to provide a list of on-duty personnel and ensure response to an emergency notification.

12.0 REWORK. Work or services determined by the COR or designated QAE to be unsatisfactory or incomplete shall be reformed by the contractor outside of the normal working hours at no additional cost to the Government.

13.0 PREVENTIVE MAINTENANCE.

The Contractor shall perform preventive maintenance (PM) on the equipment and systems. PM consists primarily of inspection, cleaning, lubrication, adjustment, calibration, and minor parts replacement (e.g. filters, belts, hoses,

fluids, hardware) as required to minimize malfunction, breakdown, and deterioration of equipment. PM shall be performed in accordance with manufacturer's recommendation. The Government will provide the manufacturer's recommended PM schedule as available, and other literature to the Contractor.

13.1 The Contractor shall submit a detailed PM schedule to the COR for approval within sixty (60) days after award of the contract (CDRL A030). The schedule shall include, for each specific piece of equipment, the location, work to be performed, and the date that the required PM inspections will be performed. The schedule shall be in the format such that the completion of each PM inspection may be indicated on the schedule. Once the schedule is approved by the COR, PM inspections shall be performed by the Contractor without further authorization by the COR. If at any time a schedule change is required by the Government, the COR will notify the Contractor at least five (5) working days prior to the change. The Contractor will strictly adhere to the scheduled PM dates to facilitate Government verification of work. If the Contractor finds it necessary to reschedule PM, a written request shall be made to the COR detailing the reasons for the proposed change at least five (5) working days prior to the originally scheduled PM date. No scheduled PM dates shall be changed without prior written approval of the COR.

13.2 The Contractor shall submit a copy of the appropriate portion of the PM schedule to the COR by 12:00 noon each Monday indicating the scheduled PM inspections completed during the previous week and those scheduled inspections not completed (CDRL A031). If PM inspections were performed which were deferred from previous weeks, they shall be noted on an attachment to the submittal. Also attached shall be a list of equipment deficiencies noted during the PM inspections, which are beyond the scope of work of preventive maintenance as defined above (CDRL A003).

13.3 To facilitate Government verification of inspections, the Contractor shall date stamp or mark all replacement items such as filters, belts, etc. with date changed. Contractor furnished PM record cards shall be attached by the Contractor, in a conspicuous location, to each item of equipment requiring PM during its initial inspection. The Contractor's mechanic shall initial and date these cards upon completing each PM inspection, indicating that the scheduled PM has been completed.

13.4 The Government may, from time to time, and without prior notice to the Contractor, replace, exchange, add, and/or delete items of equipment or components thereof. Equipment replaced or exchanged by the Government shall not justify a cost adjustment to the contract. Equipment added or deleted by the Government, which results in an increase or decrease in contract requirements, may result in an adjustment to the contract price.

14.0 WORK AUTHORIZATION AND SERVICE CALL CONTROL

The Government will receive all customer requests for services. The request will be reviewed and, if it is determined to be within the scope of the contract, the

COR or designate will prepare and issue the appropriate authorization. The Contractor shall establish a work reception and control system for all work ordered by the Government. The system shall use the Government's work authorization numbering system for the documents. Work authorizations shall be picked up at each day, Monday through Friday, at 1:30 p.m..

14.1 Establishing Work Authorization Priorities. If a work backlog develops, the Government will provide the Contractor with priority assignments for each uncompleted Work Authorization. These priorities will be reviewed and updated as necessary at least bi-weekly. The Contractor shall ensure that his resources are scheduled and assigned in a manner consistent with the priorities established by the Government. The Contractor shall not change either the assigned priorities or the work schedule unless inadequate Government Furnished Equipment prevents further progress. The COR should be kept informed of any delays that affects the work schedule. The Contractor shall not defer routine recurring service to accomplish work ordered on Work Authorizations unless specifically authorized by the COR.

14.2 Completed Work Authorizations. The Contractor shall certify and return original copies of completed work authorizations and service calls to the COR no latter than two (2) working days after the completion of the required work (CDRL A027 and CDRL A028). Final inspection will be made by the COR or his designated Quality Assurance Employee (QAE) to ensure that work/services required are complete and acceptable. The Contractor shall maintain a filer of completed work authorizations which shall be available to the COR or QAE for inspection purposes.

14.3 Work Authorization Clarification. In cases where the Contractor desires clarification of the description of the work required by the Work Authorization, the Contractor shall request such clarification within one (1) workday of receipt of the work authorization.

14.4 Status Reports. The Contractor shall prepare and submit status reports to the COR (CDRL A029). Reports shall indicate all hours used on service calls, minor and routine work completed the previous month and for minor work not yet completed.

14.5 Out of Hours Emergency Work Request. The Contractor shall provide out of hours work request response capability. The out of hours work request capability shall include providing the Government with no less than two (2) names, and corresponding telephone numbers of individuals with authority to provide the personnel and services required by the Government. The Contractor shall accept phone-in requests for out of hours work from the COR or designated representative only. Out of hours work requests shall be responded to as emergencies. Work authorization documentation will follow the phone-in request the first working day following the work request.

PERFORMANCE ORIENTED WORK STATEMENT

ELECTRICAL SYSTEMS OPERATIONS AND MAINTENANCE

1.0 SCOPE OF WORK. The Contractor shall provide all necessary personnel for the operation, inspection, maintenance, and repair of electrical systems at CBD, the Navy Dock and Tilghman Island. Included are power supply, signal distribution systems, emergency/standby generators, exterior lighting and meter reading.

2.0 UTILITIES DESCRIPTION. A description of the electrical system covered herein is provided below.

2.1 Power Supply and Distribution System.

a. CBD is fed by a single 34.5KV overhead line (33733) from the Baltimore Gas and Electric Company (BG&E) Marriott Hill Substation.

b. The utility feeder enters the Navy-owned substation and terminates at an air interrupter switch. The air switch feeds a 34.5 KV, 600A oil circuit breaker (O.C.B.) rated by the manufacturer to interrupt 250 MVA. This O.C.B. feeds two (2) 3750 KVA 34.5 to 4.16 KV transformers through fused switches. These two (2) transformers feed the main substation bus through fused switches. At the bus the transformer secondaries may be paralleled as necessary to maintain applied load.

c. The main substation bus is 4.16 KV, three-phase, three-wire. Copper tubing is used for the bus bars and is supported, along with all of the distribution feeder fuses, lightning arresters, insulators, etc., by a steel superstructure located outdoors. This bus may also be energized by the use of an emergency generator located in Building 21 (Emergency Generator Building).

d. The main emergency power diesel-electric generator is located in Building 21. The unit is a KATOLIGHT Model D1000FS24 which is driven by a Cummins KTA 3067-G, 4 cycle, 16 cylinder, diesel engine of 1490HP. Total output is 1112 KW, at 1800 RPM. Fuel consumption is 83 GPH under full load.

e. The generator feeds power to a G&W oil switch, type RAD-M. This switch is rated at 15 KV at 400 AMP.

f. In addition to the above, there are various smaller standby generators as follows:

(1) One (1) 62.5 KW diesel-electric generator to serve the Wastewater Treatment Plant facility;

(2) One (1) 37.5 KW diesel-electric generator to serve the Radar Research Building Number 75 for emergency lighting only;

(3) One (1) 10 KW gasoline-electric generator for the Fire Department, Building Number 50.

g. Distribution System. Electrical power is distributed throughout the Station radially, by the use of nine (9) underground feeders in concrete encased duct banks. There is a section of overhead distribution on Feeder No. 4, but the majority of the distribution is by the underground feeders. These feeders are predominantly No. 4/0 AWG paper insulated, with a lead sheath. All feeders but one (1) are protected, by 200 A Class K fuses. Feeder No. 1 is protected by 140 A Class K fuses. There are approximately 32,232 LF of underground distribution cable and 600 LF of overhead distribution cable at CBD. There are approximately 60 power manholes/vaults, five (5) power handholes/vaults, 54 signal manholes/vaults, and one (1) signal handhole/vault. Overhead distribution is mounted on thirty-five (35) foot high wooden poles. Secondary voltage is distributed via manholes to facilities located at the Southeast corner of the station.

h. Oil switches rated 400 A continuous, are used on all feeders. These are installed to minimize the effect of a fault on a feeder. All distribution transformer and unit switchgear employ primary fuse protection. This serves to limit the effect of a fault at the transformer or its secondary and mitigates impact of a fault on the primary feeder.

2.2 System Capacity. System capacities are described below.

2.2.1 Capacity of Incoming Service. Historically, since calendar year 1977, the Station's peak demand has been less than 800 KW (average). It is estimated that demand will not increase significantly in the foreseeable future. The 34.5 KV line from the Marriott Hills Substation has a capacity of 8000-10,000 KVA. The station itself has the capability of supplying 7500 KVA through its two (2) 3750 KVA primary transformers.

2.2.2 Capacity of Distribution. The capacity in KVA of the Number 4/0 AWG medium voltage distribution feeders is approximately 1600 KVA. Table 1, below shows the connected load for each feeder along with its capacity in KVA. The actual load will be significantly less than the connected load since none of the transformers are fully loaded.

Table 1

SYSTEM CAPACITY

Feeder No.	Connected Load (KVA)	Feeder Capacity (KVA)
1	1130	1600
2	1250	2000
3	407	1000
4	982	1600
5	800	1600
6	1000	1600
7	1835	1600
8	----	----
9	725	1600

The ability of the protective device at the main substation and at the distribution transformer to adequately handle short-circuit conditions were covered in the February 1980 Short-Circuit Analysis by CHESNAVFACENGCOM for CBD. This study reported the problems associated with fault current interruption, which should result in future improvements by the Government. A system analysis is currently ongoing to increase the distribution voltage level to 13.5 KV.

2.3 Systems Reliability. The reliability of the station distribution system is considered reasonably good for the present and for at least the next five (5) years. The emergency power generators are in good condition. A listing of the emergency generators is set forth in TAB A of this enclosure. Operation of the system at CBD is dependent on the reliability of the BG&E feeder. Although the feeder is not excessively long, it is subject to all of the potential hazards that make overhead lines more unreliable than underground feeders.

2.4 Exterior Lighting. The exterior lighting system consists of approximately 42 mercury vapor lighting units.

2.5 System Transformers. There are 34 electrical distribution system transformers (TAB B) at CBD including the two (2) main station transformers. The transformers include three-phase units and single-phase units (in combinations of three) which have 4160 volt primary and 120/208 volt (or other voltages) taps.

2.6 Sectionalizing Switches. There are eight (8) G&W Sectionalizing Switches located at Structure Numbers 129, 130, 131, 132, 133, 193, 189 and 190. The purpose of the sectionalizing switches is to isolate faults and redirect or adjust load as required.

3.0 NAVY DOCK AREA is supplied by power from a Baltimore Gas and Electric Company-owned transformer which is a 15 KVA, 120-230 Volts, single phase unit.

4.0 TILGHMAN ISLAND is supplied with power by the CONECTIV Power Company from a CONECTIV owned transformer bank. Supplied voltage is 120/240 three phase with C phase supplying 190 volts phase to ground. Distribution is pole mounted with aerial drops.

5.0 EMPLOYEE QUALIFICATIONS. The Contractor's employees assigned to perform electrical services shall be licensed master electrician. The majority of such experience should have been gained performing commercial or industrial electrical work. Personnel performing maintenance or repairs to the high voltage portion of the system must be qualified or experienced in that field. In addition, electrical trade employees shall possess and maintain CPR qualifications. No employee shall independently work on or around unprotected energized high voltage (600+V) equipment.

6.0 SPECIFIC FUNCTIONAL REQUIREMENTS.

6.1 Emergency Generator Operation. The Contractor shall provide all necessary services to start-up, operate, refuel, shutdown, adjust and transfer electrical loads when conditions warrant the use of any emergency generators. The Contractor shall perform test runs of the generators in accordance with the requirements specified in paragraph 6.1.2. Government fuel sources will be provided for fueling of emergency power generators. The Contractor shall maintain records of labor utilized in operating emergency generators on a quarterly basis. In addition, an operating log (CDRL A002) listing hours of operation, repairs, observations, etc. shall be maintained for each generator.

6.1.1 Emergency Operation Procedures. The Contractor shall provide an SOP fully describing procedures to be followed when emergency operations are necessary and shall ensure that all employees whom he designates to perform such operations are adequately trained to operate emergency power equipment and switches. The Government will provide manufacturers' instructions if available.

6.1.2 Emergency Generator Test Runs. On a quarterly basis, the Contractor shall perform the following tasks:

(a) Check engine oil, fuel, radiator water and battery water and add or change if necessary;

(b) Start and run each unit for thirty (30) minutes; observe mechanical and electrical operation and make minor adjustments as required. **Units will be operated under load quarterly**. (This may require overtime due to Station requirements.)

(c) Clean unit as necessary to ensure early detection of oil or water leaks. Clean or replace filters as required by operation logs and/or manufacturers' recommendations.

(d) Inspect electrical wiring, connections, switches, brushes, contacts, etc., and repair, replace, tighten, or adjust as required to ensure reliability of operation.

(e) Lubricate as required by operation logs and/or manufacturers' recommendations.

(f) Inspect for rust and/or corrosion. Remove rust and/or corrosion and apply paint or other protective treatment where applicable.

6.2 Building, Pole, and Tower Light Maintenance. The Contractor shall replace burned out bulbs including warning lights on Madre Tower (structure 199), and station Water Tower as required on the Exterior Lighting System. The Contractor shall also repair or replace lighting fixtures, as required. The Contractor shall notify the COR of fixtures which require replacement prior to taking replacement action. The Contractor shall notify the COR of other deficiencies identified in the exterior lighting system. NAVFAC Form 11014/38 (CDRL A003) shall be used for notification.

6.3 Emergencies. The Contractor shall not cause power outages to any portion of the electrical distribution system without the prior approval of the COR, except in those cases where immediate action is necessary to prevent death or personal injury or major equipment damage at the time of an accident. In the event of an unplanned or unexpected power outage, the Contractor will notify the COR and the security office immediately. The Contractor shall, in all such cases, determine the nature and extent of the power outage and take immediate action to limit damage and restore normal power. The Contractor shall immediately report deficiencies requiring correction in cases where normal power cannot be restored within 1 hour. In all cases, the Contractor shall provide a report to the COR, within 24 hours, indicating the nature, extent and cause of the outage, and the actions taken to restore normal power.

6.4 Planned Power Outages. The Contractor shall arrange power outages with the COR in advance of the outage. A Utility Outage Request (CDRL A001) shall be prepared and submitted to the COR at least seven (7) working days before planned start of work. Requested outage shall not take place prior to receiving a Utility Outage Notification. The COR will determine alternative times and dates if requested times and dates cannot be approved.

6.4.1 Power Outages Required by Others. The Contractor shall provide services necessary to accomplish power outages and power restorations required

by other forces (i.e., Government personnel or other Contractors). The Contractor will be notified as soon as possible but normally within five (5) working days in advance of the required outage and will be advised the appropriate details of the outage.

6.5 Special Safety Requirements: PCBs. There are no transformers that contain PCBs. There are five (5) transformers that are PCB Contaminated. The Contractor shall assume that all transformers and transformer coolants contain PCBs unless current test results are available. The Contractor shall maintain a continuing understanding of existing and all newly-published Federal and State regulations pertaining to PCBs. The Contractor shall ensure that appropriate personal safety protective equipment is available, utilized, stored, and disposed of properly. The Contractor shall immediately notify the COR of all leaks of coolant from PCB-Contaminated transformers. Immediate measures shall be taken to mitigate/stop leaks. Records shall be maintained and daily inspections made on any transformers or switchgear with PCB-Contaminated coolant leak. Contractor shall control the extent of contamination and prevent further contamination of unaffected grounds, surfaces, and items.

7.0 Electrical Preventive Maintenance (PMI). Preventive maintenance shall be performed in accordance with the specifications set forth in Statement of Work, Paragraph 12. Inspections will cover equipment/systems listed in Tab C of this Enclosure. Minor repairs requiring less than four (4) hours shall be corrected when identified.

7.1 REPORTING EQUIPMENT DEFICIENCIES. Equipment in a down status and any deficiencies noted by the Contractor during operational checks, preventive maintenance inspections, service work, or at any other time shall be reported in writing or NAVFAC Form 11014/38 (CDRL A003) to the Government's work control center. Deficiencies discovered which could potentially jeopardize the operation of critical items shall be reported by phone immediately, but not more than two (2) hours after discovery, and followed up by written notice within four (4) hours. Deficiencies noted in non-critical equipment will be reported within two (2) hours after discovery.

8.0 Meter Reading. Meter reading shall be recorded on a Government supplied form (CDRL A004) and forwarded to the COR on the last day of each month. Meter is located at Building 21.

Indefinite Quantity Work

9.0 Minor Work. The Contractor shall provide services to accomplish maintenance, repair, alterations and construction work exceeding the limits set forth in Section H, Paragraph H-12. Approximately 500 labor hours per year will be required for this service.

9.1 Out of Hours Work. The Contractor shall provide out of hour services for emergencies and scheduled or unscheduled outages.

10.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the documents listed below:

- 10.1 NAVFAC MO-201, Operation of Electric Power Distribution Systems;
- 10.2 NAVFAC MO-322 Volumes 1 and 2, Inspection of Shore Facilities;
- 10.3 NAVFAC MO-200, Facilities Engineering Electrical Exterior Facilities;
- 10.4 NAVFAC MO-202, Overhead Powerlines, Electromagnetic Interference Handbook;
- 10.5 National Electric Code, Current Edition, by the National Fire Protection Association;
- 10.6 NRL Occupation Safety and Health Manual, NRLINST. 5100.13C of 25 May 1994;
- 10.7 NAVMAT P-5100, Safety Precautions For Shore Activities;
- 10.8 Toxic Substance Control Act of 1976 and Federal/Maryland EPA Regulations;
- 10.9 National Electric Safety Code, Standard C2, by the American National Standards Institute (IEEE);
- 10.10 NAVSEA S6470-AA-SAF-010, Safety Gas Free Engineering Program;
- 10.11 NIOSH CRF1926, Working In Confined Spaces.

TAB A

CBD Emergency Standby Generators

Bldg. No. 84

Make: Fermo
Model: MEP-006A
NSN: 6115-00-118-1243
Serial: FZ-04458.
Capacity: 60KW
Voltage: 120-208, 3 ph. 4 wire
Supports: Waste Treatment Plant

Bldg. No. 75

Make: ONAN
Model: 30.0 DEH-15 R/11252D
Capacity: 37.5 KVA
Voltage: 120/208 3 ph.
Start: Automatic start
Supports: Building 75 Emergency Lighting only

Bldg. No. 21

Make: KATO Light
Model: D1000 FSZ4
Capacity: 1000 KW
Voltage: 4160
Start: 24V Auto Bus Xfer
Supports: Main Station

Bldg. No. 50

Make: Kohler
Model: 10RH81 85100C
Capacity: 10 KW
Voltage: 120/208
Supports: Fire Department

EMERGENCY PORTABLE GENERATORS

Make: Military
Capacity: 30 KW
Voltage: 120/208-277/480
Fuel: Diesel
Make: Military
Capacity: 5 KW
Voltage: 120/240 1Ph 400HZ

TAB B

CBD ELECTRICAL TRANSFORMERS

XFMR S	LOCATION	MFR	SERIAL #	SIZE	EPA CAT
T-5A	B-21 SE Side	BA STD	PDQ-0364	30	NON PCB
T-6A	B-21 SE Side	BS-STD	PDQ-0365	30	NON PCB
T-12	B-87 N Side	STKWL	15508	15	NON PCB
T-15	B-84 S Side	STKWL	15511	75	NON PCB
T-18	B-81 W Side	STKWL	15505	75	NON PCB
T-19	B-82 W Side	STKWL	15506	45	NON PCB
T-20	B-83 W Side	STKWL	15504	45	NON PCB
T-24	B-244 W Side	STKWL	15503	45	NON PCB
T-30	B-4 S Side	STKWL	15501	300	NON PCB
T-31	B-4 S Side	STD	RCD 1505	300	NON PCB
T-32	B-4 S Side	STKWL	15500	300	NON PCB
T-34	B-4 SW Side	G.E.	6952361	50	NON PCB
T-43	B-79 S Side	STKWL	15510	225	NON PCB
T-47A	B-244 S Side	WAGNER	YC2918	75	NON PCB
T-47B	B-244 S Side	WAGNER	YC2920	75	NON PCB
T-47C	B-244 S Side	WAGNER	YC3186	75	NON PCB
T-49	B-244 S Side	G.E.	C86300B	300	PCB CON
T-50A	B-244 S Side	WEST	3166236	150	PCB CON
T-50B	B-244 S Side	WEST	3166237	150	PCB CON

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T-50C	B-244 S Side	WEST	3166235	150	PCB CON
T-52	B-21 SE Side	G.E.	B683113	3750	NON PCB
T-53	B-21 SE Side	G.E.	B550707	3750	PCB CON
T-57	B-50 SE Side	RTE	713-7610	75	NON PCB
T-59	B-29 W Side	BALTEAU	PTE-0421	75	NON PCB
T-60	B-301 NE Side	VANTRAN	88V3946	300	NON PCB
T-61	B-312 N Side	VANTRAN	88V3947	750	NON PCB
T-64	B-75 S Side	VIRGINIA	440750A008	750	NON PCB
T-65	B-3 NE Side	FAYETTEVILLE	95063-01	500	NON PCB
T-66	B-76 E Side	FAYETTEVILLE	95033-2	150	NON PCB
T-67	B-21 NE Side	FAYETTEVILLE	96327-01	150	NON PCB
T-68	B-49 NE Side	GEC ALSTRHOM	PAA-0043	500	NON PCB
T-69	B-249 W Side	GEC ALSTHOM	PAA-0041	500	NON PCB
T-70	B-88 S Side	GEC ALSTHOM	PBH-0953	500	NON PCB
T-71	B-218 N Side	ABB DISTRIBUTION	96J206309	150	NON PCB

TAB C

PREVENTIVE MAINTENANCE INSPECTION (PMI) LISTING

ITEM	QUANTITY	FREQUENCY
Power Handholes	5	Annually
Power Manholes	60	Annually
Signal Handholes	1	Annually
Signal Manholes	54	Annually
Transformers	34	Quarterly
Sectional Switches	8	Quarterly
Substation Fences	18	Annually
Street Boxes (Fire)	22	Annually
Generators	7	Quarterly
Electric Poles	8	Semi-Annually
Electric Overhead Lines	540 Ft	Semi-Annually

PERFORMANCE ORIENTED WORK STATEMENT

WATER, SEWER AND HEAT DISTRIBUTION SYSTEMS
MAINTENANCE AND REPAIR

1.0 SCOPE OF WORK. The Contractor shall provide all necessary personnel for the installation, inspection, maintenance and repair of the water, sanitary/storm, and heat distribution systems. Repair or replacement of fire hydrants. Fire sprinkler system testing, operations and maintenance are not included in the scope of work. Daily operations of the Base Sewage Treatment Plant (STP) is not in the scope of work. However, this does not preclude Contractor support for non-routine maintenance and repair at the STP.

2.0 DESCRIPTION OF FACILITIES. The facilities and systems that the Contractor shall maintain and repair are described below.

2.1 Wells. CBD receives its water supply from two (2) 350 foot deep wells, located in Building Numbers 81 (Well No. 6) and 82 (Well No. 7). The Navy Dock area has water and sewer supplied by the Town of Chesapeake Beach. Wells in Buildings 81 and 82 have six-inch casings and are fitted with 30hp electric drive submersible pumps, each pump having a pumping capacity of 200 (288,000 gpd) gallons per minute against a head of 400 feet. The well water in Building 81 is chlorinated, using chlorine gas, and is pumped directly to a 400,000 gallon elevated storage tank. The well water in Building 82 is likewise chlorinated and pumped into the distribution system. The flow of water is measured at intake by water meters. Tilghman Island receives its water from a shallow well. The water at Tilghman Island is not chlorinated.

2.2 Potable Water Storage Tank. The tank (Structure No. 80) has a storage capacity of 400,000 gallons.

2.3 Water Distribution. The underground water distribution pipeline system is a basic "branch" system with several dead ends. The distribution piping consists of approximately 21,240 lineal feet of piping. The piping varies in size from 3/4 inch to 14 inches. There are approximately 40 sectionalizing valves at CBD. Most of the 6 inch to 14 inch piping is transite; remaining pipe is cast iron, galvanized and copper. Static pressure in the distribution system is generally in the range of 55 to 80 psi and flow pressures typically recorded are in the range of 20 to 70 psi. CBD water needs are approximately 10,000 gallons per day.

2.4 Sanitary Sewer Distribution. System consists of approximately 12,135 lineal feet varying in size from 3 to 10 inches. System includes approximately 42 manholes.

2.5 Sewage Lift Stations. There are two (2) active sewage lift Stations. They are located in Buildings 87 and N.E. of Building 29. They were built in 1954 and 1986. There is also a small lift station at the Navy Dock.

2.6 Septic Tanks. There are three (3) septic tank/drain field installations located at the main site. They are located at Buildings. 43, 218 and 244. There is also one (1) septic tank/drain field located at Tilghman Island.

2.7 Storm Sewer Distribution. System consists of approximately 8,570 lineal feet of piping. There are approximately 65 catch basins with several connections from rain leaders, floor drains, etc.

2.8 Hot Water Heating Distribution. Sizes vary from 3/4 to 6 inches with approximately 13,340 lineal feet of piping. There are seven manholes with sectionalizing and building shut-off valves associated with the system. Piping was installed in 1954.

2.9 Navy Dock and Tilghman Island. The Navy Dock area has water and sewer supplied by the Town of Chesapeake Beach. Tilghman Island's water is supplied by a shallow well with septic and drain field for sewage disposal.

3.0 Personnel Qualifications. The Contractor shall provide qualified personnel, to perform the work, who are licensed journeymen.

4.0 Specific Functional Requirements.

4.1 Preventive Maintenance. Preventive Maintenance shall be performed upon issuance of job orders. Job orders will cover annual maintenance and exercising of sectionalizing branch valves.

4.1.1 Records and Reports. Discrepancies noted on equipment or systems shall be reported to the COR on NAVFAC Form 11014/38 (CDRL A003).

4.2 Repair Service. The Contractor shall repair, install and remove any portion of the utilities covered under this enclosure that is found to be defective and malfunctioning.

4.3 Emergencies. The Contractor shall not cause outages to any portion of the water, sewage, or heat distribution system without the prior approval of the COR, except in those cases where immediate action is necessary to prevent death or personal injury or major equipment damage at the time of an accident. In the event of an unplanned or unexpected outage, the Contractor will notify the COR and the security office immediately. The Contractor shall, in all such cases, determine the nature and extent of the outage and take immediate action to limit damage and restore the utility. The Contractor shall immediately report deficiencies requiring correction in cases where the utility cannot be restored within 1 hour. In all cases, the Contractor shall provide a report to the COR, within 24 hours, indicating the nature, extent and cause of the problem and the actions taken to restore the utility to normal.

4.3.1 Out of Hours Emergencies. Emergency service calls shall be accomplished whenever required and shall be carried to completion without interruption, regardless of normally scheduled working hours, weekends or holidays. The Contractor shall respond to all such emergency service calls as specified in Section H. Examples of emergency work include the following conditions as discovered:

- a. Loss of water pressure.
- b. Sewage backup.
- c. Potable water distribution system leak.
- d. Hot water distribution system leak.

4.4 Planned Utility Outages. The Contractor shall arrange water, sewer and heat distribution outages with the COR in advance of the outage. A Utility Outage Request (CDRL A001) shall be prepared and submitted to the COR at least seven (7) working days before planned start of work. Requested outage shall not take place prior to receiving a Utility Outage Notification. The COR will determine alternative times and dates if requested times and dates cannot be approved.

4.5 Utility Outages Required by Others. The Contractor shall provide services necessary to accomplish utility outages and restorations required by other forces (i.e. Government personnel or other Contractors connecting to existing utilities). The Contractor will be notified as soon as possible but normally within five (5) working days in advance of the required outage and the appropriate details of the outage.

INDEFINITE QUANTITY WORK

5.0 Minor Work. The Contractor shall provide services to accomplish maintenance, repair, alterations, and construction work exceeding the limits set forth in Section H. Approximately 500 labor hours per year will be required for this service.

5.1 Out of Hours Work. The Contractor shall provide out of hour services for emergencies and scheduled or unscheduled outages.

6.0 Governing Directives. The Contractor shall comply with applicable portions of Manuals and Directives listed below.

6.1 NAVFAC MO-322, Volume 2: Inspection of Shore Facilities

6.2 Applicable Maryland State Laws Regulating Potable Water Supply, Distribution, Disinfection and Monitoring.

6.3 NAVFAC MO-209: Maintenance of Steam, Hot Water and Compressed Air Distribution Systems.

6.4 NAVFAC MO-212: Sewerage and Industrial Waste Systems.

6.5 NAVFAC MO-210: Operations and Maintenance of Water Supply Systems.

U.S. Army Corps. of Engineers, Safety and Health Requirement Manual.

PERFORMANCE ORIENTED WORK STATEMENT

FACILITIES MAINTENANCE AND GENERAL SUPPORT SERVICES

1.0 SCOPE OF WORK. The Contractor shall provide all necessary personnel to maintain the CBD Main site, Navy Dock, and Tilghman Island buildings and structures, including installed utilities. This work shall include general support services; minor alterations or additions; routine recurring work such as relamping, intrastation moving, rigging and materials handling services. Enclosure #11 to this contract provides a listing of all buildings and structures.

2.0 PERSONNEL QUALIFICATIONS. The Contractor shall provide qualified personnel who are licensed journeymen. The types of labor that shall be required are as follows:

General Maintenance Worker
Electrician
Heating/Air Conditioning
Rigging/General Labor

2.1 General Requirements. The performance of work under this enclosure shall include, but is not limited to, the following types of work.

2.1.2 General Maintenance.

(a) Carpentry work shall include, but is not limited to, the maintenance or repair of such items as framing, structural members, scaffolds, platforms, windows, doors, signs, shelves, cabinets, furniture, plaques, panels, roster boards, ceiling systems, paneling, wall coverings, interior and exterior trim, floor tile, sheet flooring, or carpet. Work shall also include broken glass replacement and glazing; repair and/or replacement of window screening and frames; installation, repair and/or replacement of venetian blinds, shades, T-bar drop ceilings, hardware, gutters and downspouts and insulating materials such as cork, rock wool and fiberglass.

(b) Painting and corrosion control shall include, but is not limited to, interior, exterior, and structural surface preparation and coatings. Interior coating may include surfaces in the interior of a building, such as offices, equipment rooms, warehouses, and other areas, including ceilings, walls, partitions, doors and trim, windows and floors. Exterior coating shall include surfaces on the exterior of buildings or structures, including the roof, walls, windows, doors and trim. Structural coating shall include the coating of surfaces such as structural members, towers, signs, pipes, utility appurtenances, poles and antennas. Coating may be done by brush, roller and/or by mechanical means and may or may not require surface preparation by brushing, chipping, mechanical, or chemical treatment.

Painting shall also include preparing surfaces and painting machinery and motor vehicles.

(c) Masonry work shall include, but is not limited to, the maintenance or repair of exterior and interior surfaces and structures such as manholes, catchbasins, window sills built of a variety of brick, ceramic, clay, cement, block, stone, and tile. Masonry work shall also include the mixing, application, and finishing of plaster surfaces in the maintenance of interior walls, ceilings, and exterior walls.

(d) Plumbing shall include, but is not limited to, the maintenance, repair, installation or removal of portions of utility systems. Utility systems shall be limited to those physically contained within the facility and between the facility and the service pit or control valve for the facility, whichever is closer. Other CBD plumbing related tasks are specified in other enclosures to the specification. Plumbing shall also include the repair, installation, or removal of water closets, lavatories, urinals, tubs, showers, valves, pipe covering and insulation. **Asbestos removal is excluded from this contract.**

2.1.3 Electrical.

Electrical work shall include, but is not limited to, the installation, maintenance, repair or removal of low voltage electrical circuits and equipment, fixtures, signal or data lines, batteries, and panelboards. Electrical work under the scope of this enclosure includes all power service lines from the electrical distribution system to the building or structure served and all interior electrical systems therein. Other electrical requirements can be found in other enclosures.

2.1.4 Rigging/General Labor.

Rigging services shall include, but are not limited to, assisting other trades and government personnel; loading/unloading trucks; lifting or moving equipment; erecting barriers or scaffolding; and lashing or securing equipment.

3.0 ROUTINE RECURRING SERVICE. The Contractor shall provide the routine recurring services described below.

3.1 Relamping Services. The Contractor shall supply and replace burned out or otherwise failed electric incandescent and fluorescent light bulbs on an as-needed basis. Relamping shall be performed within two (2) working days after notification of burned out lamps.

3.2 Waste Removal. The Contractor shall provide unscheduled services to pick up trash/debris and scrap metal and deliver to designated areas. The Government will provide dumpsters and removal service for normal solid waste. Occasionally, items too large to place in the dumpsters shall require delivery to the Calvert County landfill located in Appeal, Md. The Contractor shall also remove accumulated dried waste from the Sewage Treatment Plant Drying Bed and transport to the Calvert County landfill at Appeal, Md. Normally, the requirement for dried waste removal is needed less than four (4) times a year. Landfill area at Appeal, Md. is approximately 30 miles south from CBD.

3.3 Intrastation Moves. The Contractor shall move or otherwise relocate Government-owned or leased equipment/materials. Services shall be scheduled and accomplished by the Contractor as required and authorized by the COR. This includes relocating trailers, generators, furniture, research equipment and appliances.

3.4 Compressed Air Systems and Storage Tanks. The Contractor shall provide maintenance and repairs to compressed air systems in Buildings 15, 50, 75, 76, 79, 84, 242, and 249. In addition to operational checks, storage tanks shall be routinely bled to remove moisture from the system. Bldg. 75 tanks shall be bled daily; all others shall be bled weekly.

4.0 MAINTENANCE AND REPAIR SERVICES. The Contractor shall provide maintenance and repair services as set forth below.

4.1 Correction of Safety Inspection Deficiencies. The Contractor shall provide services required to correct deficiencies found during fire and safety inspections by government personnel or Contractor's safety inspections at CBD.

4.2 Maintenance Services on Electric Motors. The Contractor shall perform inspection, lubrication, cleaning, and adjustment of electric motors. Contractor shall schedule and provide for electric motor rewinding services. Rewinding shall be invoiced as materials/supplies.

4.3 Correction of Roof Leaks. The Contractor shall perform inspection and carpentry/roofing work to repair or replace defective or leaking roofing system components up to the limits as specified in Section H.

4.4 Corrective Maintenance on Facilities Structural, Plumbing, and Electrical Systems and Components. The Contractor shall provide services of appropriate trades to provide repairs, adjustments, or replacement to correct deficiencies. **Specific requirements are detailed in other Enclosures.**

4.5 Installation of Government-Furnished Equipment. The Contractor shall provide services to install Government-furnished equipment. This shall include providing necessary mounting, utility connections, and start-up services; and disconnecting and removing old, unnecessary, or replaced equipment.

4.6 Equipment Corrosion Control. Equipment corrosion control shall include the removal of rust, corrosion, and other foreign materials for the metal surfaces of mobile and other support equipment, and the application of primers and coatings to the affected areas.

4.7 Painting. Exterior and interior painting of facilities shall be accomplished as required for preventive maintenance and repair/alteration projects.

Indefinite Quantity Work

5.0 Minor Work. The Contractor shall provide services to accomplish maintenance, repair, alterations and construction work exceeding the limits set forth in Section H. Approximately 600 labor hours per year will be required for General Maintenance Work, 500 labor hours for Driver/Rigging services and 100 labor hours for welding services.

5.1 Welding Services. Welding services shall include, but not limited to, the support to other trades; repair or fabrication of piping; construction of railings; and structural repairs to equipment or facilities. **Welding operators shall be certified or licensed** to perform welding operations related to normal fabrication, cutting, and structural welds that are associated with maintenance work. Welders shall be capable of performing arc, gas and heliarc welding. In addition, they shall be capable of performing oxygen and acetylene cutting.

5.2 Out of Hours Work. The Contractor shall provide out of hour services for emergencies and scheduled or unscheduled outages.

6.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the following:

- 6.1 NAVFAC MO-110: Paints and Protective Coatings
- 6.2 NAVFAC MO-111: Building Maintenance; Structures
- 6.3 NAVFAC MO-113: Facilities Engineering Maintenance and Repair of Roofs
- 6.4 NAVFAC MO-114: Building Maintenance; Plumbing, Heating and Ventilating
- 6.5 NAVFAC MO-115: Building Maintenance; Air Conditioning and Refrigeration
- 6.6 NAVFAC MO-116: Facilities Engineering; Electrical Interior
- 6.7 NAVFAC MO-206: Operation and Maintenance of Air Compressor Plants
- 6.8 NAVFAC MO-213: Solid Waste Management
- 6.9 NAVFAC MO-230: Maintenance Manual Petroleum Fuel Facilities
- 6.10 NAVFAC MO-306: Corrosion Prevention and Control
- 6.11 NAVFAC MO-321: Maintenance Management of Shore Facilities
- 6.12 NAVFAC MO-322: Inspection of Shore Facilities
- 6.13 OPNAVINST 6240.3 Navy Environmental Protection Manual
- 6.14 NRLINST 5100.13A NRL Safety and Occupational Health Manual
- 6.15 Army Corps of Engineers EM 385-1-1 Safety and Health Requirements Manual
- 6.16 Maryland Annotated Environmental Code

NOTE: If one or more regulations conflict, the Contractor shall follow the highest applicable standard.

PERFORMANCE ORIENTED WORK STATEMENT

GROUNDS AND GROUND STRUCTURES MAINTENANCE AND REPAIR

1.0 SPECIFIC FUNCTION REQUIREMENTS.

1.1 Class I Requirements.

a. Grass Cutting. The Contractor shall maintain all grassed areas identified in this enclosure at a maximum height of 3" and a minimum height of 2", excluding seed heads; seed heads shall be maintained not to exceed 6" in height.

Historically, grasses were cut at least once every 7 days during the growing season. Cutting is to be accomplished in a manner such that it is free of scalping, rutting, brushing, and uneven and rough cutting. Grass clippings shall not be windrowed. Grass clippings shall be uniformly distributed with no excess grass clumps, piles or rows. If any bare ground within the limits becomes populated with grass or weed, naturally or by design, the Contractor shall maintain such areas as a part of the basic contract. The cutting edge of all mowing equipment shall be kept in a sharp condition. Each successive mowing shall be at approximate right angles to the previous mowing where practical. Prior to mowing, the contractor shall remove all rubbish, debris and trash, including but not limited to paper, cans, bottles, limbs, pine cones, accumulated leaves and pine straw, rocks and other such portable objects within the maintenance area, and shall include trash, paper, and leaves lodged in shrubs, hedges, fences and along foundation and other walls.

b. Edging. In conjunction with grass cutting operations the Contractor shall provide edging of sidewalks, driveways, concrete and paved surfaces, around gardens and other cultivated areas is to be performed so that there is no vegetation closer than 1" to the pavement or area. Edging is to be accomplished in a manner such that it is free of scalping, rutting, bruising and uneven or rough cutting.

c. Trimming. In conjunction with grass cutting and edging operations the Contractor shall provide trimming around trees, shrubs, cultivated areas, fences, poles, walls, valves and other similar objects is to be accomplished to match the height and appearance of surrounding vegetation. After trimming, all cuttings and debris shall be removed, sidewalks and paved areas cleaned, and all trash and debris resulting from the Contractor's operation shall be removed from the work site the same day.

d. Debris Removal and Disposal. The Contractor shall remove foreign material, cuttings (grass, etc.), leaves, bark, limbs, dead vegetation, paper and trash from the maintenance area including walkways, stairways, and curbs within or adjacent to the areas. All cuttings and debris resulting from the Contractor operations are to be removed from the work site prior to the end of the workday. Debris removal is to be performed to prevent unsightly or inordinant accumulations.

1.1.2 Clean up of Grounds. The Contractor shall maintain all grassed areas, lawns, shrub beds, flower beds and tree beds, streets, parking lots, walkways, paved areas, etc. free of trash and litter items such as but not limited to paper, cups, bags, Styrofoam items, plastic items, etc. The Contractor shall also remove any discarded and abandoned items found in the above areas such as wood, pallets, pipes, and pieces of metal or foreign objects. The Contractor shall conduct daily checks of areas, etc. stated above and remove trash, litter, and other above listed items as required and dispose of same properly. The Contractor shall notify the COTR for direction before removing any questionable items. The Contractor shall dispose of all trash, debris, etc. collected from the above work and dispose of same in the large roll-off dumpster located east of building 32.

1.1.3 Grassing: Bare and slightly eroded areas (areas which vary in size from 10 to 1,000 square feet and can be repaired with the placement of four (4) inches or less of topsoil shall be filled with topsoil to a minimum depth of two (2) inches, raked, fertilized, seeded, and watered to establish a healthy grassed covering. If existing in sufficient depth topsoil shall be scarified to a depth of one (1) to two (2) inches prior to application of fertilizer and seed. Fertilizer shall be uniformly applied at a rate of one (1) pound of actual nitrogen per 1,000 square feet. Seed shall be evenly distributed at the rate of four (4) pounds per 1000 square feet, and the area completely but lightly covered with straw mulch and watered. Grass seed types to be applied shall match that of existing or surrounding grassed areas. Grass seed shall be of high quality, containing less than 0.75 percent weed seed.

Matting or other suitable erosion control material shall be placed in steep terrain areas and along natural and man-made drainage ways. Establishment shall include watering and providing other continuing care as necessary to firmly establish new grass growth and ensure proper development. Grassed areas that die or fail to develop noticeable growth for a period of one year after seeding shall be re-grassed by the Contractor at no additional cost to the Government. Requests for grass seeding average 100 hours per year.

When directed by the COR, the Contractor shall perform slit seeding already grassed areas.

1.1.4 Sodding: The Contractor shall furnish and place sod (at areas indicated) when requested by the COR. Sod type shall be comparable to that of surrounding grassed area. Sod shall be dense, uniform, weed free, certified to

be free of disease, insects, and nematodes, have minimum thatch, and good sod strength. It shall have soil depth of 0.5 to 1.25 inches. Sod shall not be allowed to become dry and when stacked it shall not be allowed to heat up above 100 degrees F. Soil shall be moist just prior to laying sod on well-graded surface free of vegetation and suitable for accepting the sod. Sod blocks shall be placed in rows butting each piece firmly against the last. Joints in successive rows shall be staggered. Immediately following placing, the sod shall be rolled to provide firm contact with soil. Cracks shall be filled with topsoil. As soon as this process is complete, sodded area shall be irrigated by uniform application of one half inch of water. No more than 60 minutes should elapse from the time sod is placed until it has been irrigated. Requests for this service average 200 hours per year.

1.1.5 LIMING: When ordered by the COR, the Contractor shall furnish and apply ground limestone to grassed and other soil areas at the rates pre-scribed by the COR. Requests for this service average 100 hours per year.

1.1.6 AERATING: When ordered by the COR, the Contractor shall provide all labor and equipment to aerate specified grassed areas. Lawn and/or grassy areas shall be aerated with the appropriate equipment that will produce minimum wide holes of 1 ½ inches in length and ½ inch in diameter and at maximum 4 inch on center. Large open turf areas may be aerated with equipment that does not produce cores. Generally, this service will be ordered in conjunction with other orders, such as fertilization and seeding requirements. Requests for this service average 100 hours per year.

1.1.7 THATCHING: When ordered by the COR, the Contractor shall provide all labor and equipment to remove thatch accumulation and buildup in specified grassed areas consistent with accepted industry standards and practices for the types of grass being serviced. Requests for this service average 100 hours per year.

1.1.8 GROUNDS SPECIAL MAINTENANCE: When requested by the COR, the Contractor shall provide special grounds maintenance (i.e., grass cutting, trimming, pruning, etc.) for VIP visits, maintaining Site C-4-95 located east of Building 222 (2 acres). These services average about 1500 hours per year.

(a) Unscheduled grounds maintenance includes a one time cutting, trimming, pruning, etc. of a specific area(s) when services are required between scheduled occurrences, or in grounds areas which may not be included in the fixed-price portion of the contract. Work shall be performed in accordance with the standards specified for each in the fixed-price portion of this Statement of Work.

1.1.9 LAWN COLORING: When directed by the COR, the Contractor shall perform lawn coloring. Lawn coloring shall be the application of a Vegetable based dye to enhance the appearance of a distressed turf area. The application shall present an even appearance free of dark spots and untreated turf.

Surrounding walks, curbs, roads and structures shall be free of overspray. These services average approximately 20 hours per year.

1.1.10 Cultivation and Mulching. The Contractor shall cultivate and mulch shrubs, hedges, trees and flower bed areas to keep them free of extraneous vegetation, such as dead or diseased flowers, and to maintain a well-groomed appearance. New mulch shall match existing mulch. Cultivation shall be extended a sufficient distance from bases of shrubs to ensure their protection from damage by lawn mowers, and trimmer/edgers, and to provide proper care for the plants, but in no case less than 18 inches. Cultivation shall be extended to a depth of two inches, care being taken that the roots of the plants are not damaged. Grass, weeds, rocks, sod and debris removed during cultivation shall not be turned under but shall be removed the same day that cultivation is done. Edging of beds or around individual shrubs shall be considered part of cultivation. All edges shall be worked to a neat and true line. All timber, brick, concrete, aluminum or plastic bed edging shall be realigned as needed. Mulch shall be provided by the Contractor and placed around all shrubs and perennial flowerbeds to a depth of three inches.

1.1.11 Maintenance and Repair of Improved Roads and Parking Areas and Sidewalks. The Contractor shall maintain all surfaced roads, parking lots, and sidewalks in a usable condition, i.e., cleared, free of debris and safe for normal passage of personnel and vehicles. The Contractor shall conduct periodic checks of roads, parking lots, and sidewalks for debris and remove same. The Contractor shall correct deficient conditions reported by the COR or designated representative.

1.1.12 Unimproved (Dirt) Roads Maintenance. The Contractor shall maintain all dirt roadways clear of encroaching vegetation and debris to provide a safe, clear passage at all times. Dirt roads shall be inspected periodically, particularly after heavy storms, and cleared, graded, spot-filled with dirt and compacted as necessary to eliminate debris, deep ruts, potholes, and poor drainage.

1.1.13 Maintenance of Fences and Retaining Walls. Fences and retaining walls shall be maintained free of heavy rust and repaired as necessary to provide complete, serviceable structures free of defects preventing their intended safety and security purposes. Most fences are galvanized, chain-link type with outriggers, barbed wire, and gates. Repairs may consist of replacement of unserviceable fence fabric or barbed wire, replacing/straightening posts, repairing small fabric holes, repairing or replacing hardware items including gate parts and fence signs and wire brushing and painting sections where heavy rust develops.

1.1.14 Maintenance of Drainage Ditches, Catch Basins, and Other Storm Drainage Features. Storm drainage ditches and swales, catch basins, inlets and outlets, storm sewers, outfalls, and road shoulders shall be maintained by the Contractor in a condition which will allow for drainage of storm water and run-off.

There are approximately 73 catch basins at CBD. The Contractor shall provide maintenance services as follows:

- a. Provide free flowing water at drainage ditches and swales, road and parking lot shoulder areas, inlets and outlets, and piping. The Contractor shall correct erosion condition problems.
- b. Remove flow obstructions as necessary in storm drainage systems and components.
- c. Correct unacceptable standing water conditions that would permit mosquito breeding or other unsafe conditions in and around drainage systems.
- d. Remove and/or control vegetation and debris which would prevent effective drainage of water in any area.
- e. Other actions, as required, to correct drainage deficiencies including but not necessarily limited to minor filling, cutting, grading, placing stones, and establishment of vegetative cover or grass to prevent erosion.

2.0 INDEFINITE QUANTITY WORK

2.1 Winter Clean-Up. The Contractor shall, as part of the Grounds Maintenance Plan, remove all dead leaves, including pine straw. Dead leaf removal will be scheduled during the winter months (November-March) to prevent accumulation of leaves that exceed 60% coverage of the ground area. Request for this service averages approximately 100 labor hours per year.

2.2 Fertilizing. The Contractor shall fertilize areas as directed by the COR. Fertilizing shall be accomplished in March and October of each calendar year with 25-4-4 slow release type fertilizer. Fertilizer shall be applied in grassed areas at a rate of 200 lbs. per acre. It shall be applied by means of a mechanical spreader, either powered or manually operated. Spreading by hand shall be limited to tightly congested areas where spreading equipment cannot be operated. All fertilizing shall be accomplished during windless dry weather as possible. All sidewalks, driveways, and other traffic areas shall be swept clean immediately after fertilizing. Request for this service averages approximately 30 labor hours per year.

2.3 Plant and Shrub Pruning Maintenance. All shrubs, bushes, and other cultivated plants shall be pruned according to their natural growth habit, for proper health, attractive appearance and to prevent interference with pedestrian and vehicular traffic. Pruning is to be done in a manner so as to:

- a. Prevent growth in front of windows, over entranceways or walks, and which will obstruct vision at street intersections.

- b. Remove dead, damaged or diseased work, and
- c. Evenly form and balance the shrub bush or plant.

All cuttings and debris generated by the Contractor's operation shall be removed from the work site the same day. Request for this service averages approximately 40 labor hours per year.

2.3.1 Shrub removal. The Contractor shall remove dead, damaged or diseased shrubs as directed by the COR. Resulting cavities shall be filled with topsoil, regraded, and sprigged with grass or otherwise finished to match the surrounding area. Care shall be taken not to damage existing surrounding shrubbery at the removal site. All cuttings and debris generated by the Contractor's operation shall be removed from the work site the same day. Request for this service averages approximately 16 labor hours per year.

2.3.2 Plant Shrubs. The Contractor shall furnish and plant new nursery-grown shrubs. Plants shall meet the requirements of the American Standard of Nursery Stock as published by the American Association of Nurserymen, Inc. The required size of the shrub will vary, but shall be ordered by the COR as one, two, three and five gallon sizes as appropriate to the planting site. All plants shall be planted according to accepted landscaping practices. The Contractor shall be responsible for watering new shrubs sufficiently until growth is established. Request for this service averages approximately 16 labor hours per year.

2.4 Remove Small Trees. The Contractor shall remove dead, damaged, diseased or undesirable small trees (up to and including 3 inches in diameter) as directed by the COR. Shrubs and small trees shall be dug out or pulled up. Resulted cavities shall be filled with topsoil, regraded, and sprigged with grass or otherwise finished to match the surrounding area. Care shall be taken not to damage existing surrounding shrubbery at the removal site. All cuttings and debris generated by the Contractor's operations shall be removed from the work site the same day. Request for this service averages approximately 16 labor hours per year.

2.4.1 Pruning of Trees. Trees shall be pruned as directed to remove dead, broken, diseased and extraneous branches including damages created by hurricanes, tornadoes, and storms. Tree surgery shall be performed as necessary for preservation in a manner consistent with accepted trade practice. Clean cuts shall be made as nearly flush as possible with the remaining branch or trunk leaving the branch collar intact. All dead bark areas shall be cut to healthy tissue and old wounds not healing properly shall be recut. All stubs or protruding lips shall be removed. All cuttings and debris generated by the Contractor's operation shall

be removed from the work site the same day. Request for this service averages approximately 80 labor hours per year.

2.4.2 Tree Removal. The Contractor shall remove dead, damaged, diseased or undesirable trees as directed, including trees felled by weather or accident, such as damages created by hurricanes, storms, and tornadoes. Trees under 4 inch diameter measured 6 inches above the ground will be considered small trees and shall be removed as specified in paragraph 3.4 above. Trees of 4 inches diameter or greater shall be cut down and the stumps removed to a depth of at least 6 inches below grade. The area shall be filled to grade with topsoil and sprigged with grass or otherwise finished to match the existing area. All cuttings and debris generated by the Contractor's operation shall be removed from the work site the same day. Request for this service averages approximately 40 labor hours per year.

2.5 Wastewater Plant Outfall. Approximately 1200 lineal feet from the wastewater plant outfall to groin shall be cleared of brush, deadfall, and obstructions in the stream bed. Request for this service averages approximately 100 labor hours per year.

2.5.1 Acceptable Results. All brush cleared to within six (6) inches of ground level in areas specified and with waste disposed of as directed by the COR.

2.6 Fence Maintenance. The Contractor shall maintain fences, as necessary, to provide serviceable structures free of clinging vegetation such as vines, saplings, weeds, tall grass etc. up to a distance of one foot from the base on each side of the fence. The Contractor shall protect against soil erosion along base of fence that would permit entry of unauthorized persons or animals. Request for this service averages approximately 150 labor hours per year.

2.6.1 Size. Approximately 14,000 lineal feet of perimeter fence will need maintenance service. Approximately 6,000 lineal feet of that is located in heavily wooded areas. Approximately 8,000 feet of interior fence will need maintenance.

2.6.2 Acceptable Results. On a semiannual basis, all brush, young trees, deadfall, etc., shall be cleared with 3 inches of ground. All vines shall be removed from fence.

2.7 Cliff Line Maintenance. The Contractor shall clear all brush and small trees to within six (6) inches of ground level in areas specified by the COR. Request for this service averages approximately 100 labor hours per year.

2.7.1 Acceptable Results. All brush cleared to within six (6) inches of ground level in areas specified and with waste disposed of as directed by the COR.

2.8 Heavy Weather and Snow Removal Services. The Contractor shall provide services and materials necessary to clear snow and ice from the station's roadways, walks, building entrances, and access points to station utilities. The Contractor shall also provide the services necessary to secure equipment or shore up facilities in the event of high winds, heavy rainfall, or other disorder. Request for this service averages approximately 300 labor hours per year.

2.8.1 Out of Hours Services. The Contractor shall perform the services described in paragraph 2.8 of this enclosure outside of normal working hours, on weekends, and on holidays upon receipt of an oral order from either the COR or Facility Manager, CBD.

2.8.2 Snow and Ice Clearing Procedures. The Contractor shall clear snow and ice removal procedures described below.

a. Notification of Personnel. During the normal work day, the COR, or Facility Manager, CBD, upon receipt of information concerning foul weather, storm warning, icing conditions, etc., will notify the Contractor's Project Manager or on-site Administrative Office of the expected weather. Out of hours, the Contractor shall be notified by the COR or Facility Manager, CBD in accordance with paragraph 2.8.1.

b. Government Furnished Snow Clearing Equipment. A five (5) ton dump truck equipped with the framework to receive and support plowing and sand/salt spreading equipment, a backhoe/front end loader, and a tractor with a snow plowing attachment are available for snow clearing operations. All plowing equipment shall be maintained gassed and operationally ready for use in the event of inclement weather.

c. Snow Clearing Operations. Clearing operations shall commence without delay at the time specified by the COR or his designated representative. Operations shall proceed continuously until all actions specified in subparagraphs d and e have been completed or until otherwise directed by the COR. Should additional snowfall occur subsequent to completion of specified actions, snow clearing operations specified herein shall recommence.

d. Roadway and Sidewalk Clearing. The Contractor shall clear roadways and sidewalks of ice and snow. Unless otherwise specified by the COR, priority shall be given to clearing areas in the following order:

(1) The Main Gate, the access to the Fire Station, road leading to hollows and STP, access gate to West Field, Building 47, and the road to the Communications Research Facility located in the West Field area of the station.

(2) Roadways to buildings 75, 4, and parking areas at Buildings 75, 301, 307 and 314. Access to the fuel delivery area at the Central Heating Plant.

(3) Remainder of paved roadways and parking areas.

(4) Parking area and berthing pier at the Navy Dock.

(5) Fire hydrants and sidewalks.

(6) Unpaved roadways.

e. Roadway and Sidewalk Sanding. After plowing is completed, sand or salt shall be spread as necessary to reduce traffic hazards and ensure safe access for pedestrians to station facilities.

2.9 Bituminous Asphalt Pavements Repairs Wide cracks 1/8 inch or wider shall be sealed individually with a prepared joint sealer. Permissible sealers include those which meet Federal Specification SS-S-1401 or which are commonly used and accepted within the industry for the type of pavement and service to which the pavement is subjected. Potholes, upheavals, and alligator cracked areas shall be repaired by removing the damaged area. The edges of the repaired areas shall be cut straight and vertical. Repair areas shall be primed with a liquid asphalt and patch material shall be placed, graded, and thoroughly compacted. Request for this service averages approximately 50 labor hours per year.

2.10 Rigid (Concrete) Pavement Repairs. All portland cement concrete joints which have lost their sealant material or where the sealant material has lost its bond shall be resealed using accepted industry materials and procedures to produce an acceptable result. In cracked areas, if the base material has been displaced, the entire slab shall be removed and replaced with a new base and slab. Request for this service averages approximately 50 labor hours per year.

2.11 Sidewalk Repairs. The Contractor shall repair broken, cracked, or severely spalled concrete sidewalks. Request for this service averages approximately 16 labor hours per year.

3.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the directives and publications listed below:

3.1 NAVFAC MO-100: Maintenance of Grounds

3.2 NAVFAC MO-101: Maintenance of Miscellaneous Ground Structures

3.3 NAVFAC MO-102: Maintenance and Repair of Surfaced Areas

- 3.4 NAVFAC MO-404: Snow Removal Manual
- 3.5 NAVFAC MO-322: Volume 2, Inspection of Shore Facilities

PERFORMANCE ORIENTED WORK STATEMENT

CENTRAL HEATING PLANT OPERATION AND MAINTENANCE

1.0 SCOPE OF WORK. The Contractor shall provide all necessary personnel for the operation and maintenance of the Chesapeake Bay Detachment (CBD) Central Heating Plant (CHP).

2.0 FACILITIES SYSTEM DESCRIPTION. The facilities and systems that the Contractor shall operate and maintain are described below as set forth in the specification for work.

2.1 Heating Plant. The plant consists of two (2) Low Temperature Hot Water (LTHW) boilers, associated pumps, and ancillary equipment located in Building 79. Primary fuel used is #4 low sulphur oil. Propane gas is used during initial start up operations at the beginning of the heating season. Each boiler is rated at 14.7 MBTU per hour and under normal wintertime conditions is capable of independently supplying the required demand. Hot water is supplied to the station at 225 degrees F and returns in the range of 180 degrees F. The heating plant is normally secured during the non-heating season. This does not preclude the necessity for operations of the plant as directed by the COR for performance testing or annual inspection. The CHP is normally operated from 15 October until 01 May. However, the heating season is determined by temperature. Specifically, the heating season starts when nighttime temperatures are below 48 degrees F for more than three out of five days and ends when daytime temperatures are more than 72 degrees F for more than three out of five days.

2.1.1 Nameplate Data, Hot Water Boilers. Manufacturer of both boilers is Kewanee Boiler Co. and information provided is pertinent to each:

Rating-11716 MBH-350 Max. firing rate-14645
Power-230 VAC Phase-3 Hertz-60
Model-L-3W350-06
Serial #2956 & #2957
Firing range-22.0 - 97.6 GPH

2.1.2 Feedwater Treatment. Ion exchange unit, RPS Series 168 water conditioner, 1300 gallons per day capacity for 0 - PPM hardness.

2.1.3 Pumps. Five (5) low temperature water circulating pumps. Also included are make up water and fuel oil pumps.

2.2 Oil Storage Facilities. There are four (4) above ground horizontal storage tanks each holding 15,000 gallons of #4 fuel oil. These tanks are provided with hot water circulating elements in order to maintain oil temperatures above 30 degrees F. The storage is sufficient to operate the plant for thirty (30) days under normal conditions.

3.0 PERSONNEL REQUIREMENTS. The Contractor shall provide watchstanding operators for continuous twenty-four (24) hours per day, seven (7) days per week operation and maintenance of the CHP during the heating season. The Contractor shall submit to the COR the names and license designations (CDRL A024) of the employees who shall be utilized for performing services hereunder along with experience and qualifications information of each employee within fifteen (15) days after contract start.

3.1 Personnel Qualifications. Contractor personnel operating and maintaining the CHP shall possess an appropriate State of Maryland license, or National Uniform License for Power Engineers (NULPE).

4.0 REQUIREMENTS. The Contractor shall provide continuous attendance during the heating season. Attendance duties shall include normal routine maintenance checks, adjustments, and breakdown maintenance services. Boilers and circulating pumps shall be alternately operated to ensure equal wearing of equipment. However, both boilers shall be maintained in a "ready" status at all times during the heating season. In the event of a boiler becoming inoperative, An Inspector's Report, NAVFAC 11014/38 (CDRL A003), shall be forwarded to the COR describing the deficiency and outlining the time and materials required to restore the equipment to operational readiness. Boilers shall be cleaned midway through the heating season to ensure optimum efficiency. At the end of the heating season, boilers will be cleaned and prepared for lay up. During lay up, water in the boilers and heating lines shall be maintained at 9+ PH, 60+ sulfite and 0 PPM hardness. Monthly checks and adjustments shall be made to ensure proper water treatment levels. Except for emergency repairs, all valve packing and pump overhaul will take place during the lay up period. Specific maintenance responsibilities shall be described in a Contractor furnished Standard Operating Procedures (SOP). These procedures will be based on the guidelines described in manuals NAVFAC MO-205 and NAVFAC MO-209. In the event of unavailable parts, substitution must be approved by the COR prior to installation. The Contractor will submit a detailed Standard Operating Procedures and a Preventive Maintenance Program based on the manuals to the COR within fifteen (15) working days of start of contract. The quality of any repaired system section or component

shall be comparable/as good as the original installation. Parts or components replaced shall be the same type, kind, style, quality, grade, and class as the original items in order to maintain originally specified operating characteristics and to match other items already in place, unless otherwise specifically approved by the COR. Manufacturer recommended spare parts inventory shall be maintained in case of emergency breakdown. Parts not in the inventory will be purchased and installed immediately to avoid disruption to normal operation.

4.1 Annual Inspection and Certification. The Government will provide annual inspection and certification services to the boilers. Such inspections will include: internal and external boiler inspections; pressure tests; tests of automatic controls and alarms; operational inspections; and administrative processing of reports and certificates.

4.1.1 Required Contractor Assistance. The Government will inform the Contractor of the scheduled dates during which the boiler inspections will be provided. The Contractor shall provide the services and assistance necessary to have the boiler ready for inspection, as set forth in the operating instructions and Para. 4.1.3 of this enclosure.

4.1.2 Corrective Actions.

(1) In cases where replacements of individual system components are required for the granting of the certification, the Contractor shall be responsible for up to \$1,000 per component. The Contractor will be reimbursed for all materials needed for certification.

(2) In cases where replacement of piping or pipe insulation are recommended, the Contractor shall provide replacements which do not exceed \$2,000 in direct labor cost and up to \$1,000 in materials costs. The Government will provide for all corrective actions for which the estimated direct labor cost exceeds \$2,000.

(3) The Contractor shall correct deficient conditions as discovered by annual inspections or during daily attendance and maintenance.

4.1.3 Annual Overhaul. Prior to the annual inspection and certification, the Contractor shall perform boiler repairs in the requirements listed below. All items of work which cannot normally be accomplished when the boiler is in operation, shall be completed during this shutdown. Scheduling the time and duration of the shutdown shall provide minimum disruption to normal CBD functions. A shutdown schedule shall be submitted to the COR at least thirty (30) days in advance of the anticipated shutdown. The schedule shall include, at a minimum, maintenance and repair functions to be performed and the period of shutdown. The annual overhaul shall include:

- (1) Clean boiler; to include:
 - (a) Open, clean and oil fireside of boiler.
 - (b) Open and clean waterside of boiler.
 - (c) Clean or replace air filters.
 - (d) Open and inspect float chambers at the top of the low-water cut-off to ensure that equalizer piping is clear, remove plugs from tees and clear the lines.
 - (e) Inspect pumps.
 - (f) Change oil filter, clean strainers.
 - (g) Close boiler and piping.
 - (h) Clean up boiler room.
- (2) Remove water from oil tanks.
- (3) Hydrostatically test boiler. Perform an operational test to check: high and low level cut-off, limit switches, high limit lock-out switch and the pop off safety valves. Inspect all check valves.
- (4) Test all controls, monitoring devices and alarms.

4.1.4 CHP-Preventive Maintenance. Preventive Maintenance shall be performed in accordance with the specifications set forth in Attachment #1, Paragraph 12. Preventive maintenance will be performed on equipment listed in Tab A of Enclosure #6. Minor repairs requiring less than four (4) hours shall be corrected when identified.

4.2 Boiler Water Sampling/Testing. The Contractor shall provide boiler water treatment and testing utilizing chemicals approved by the COR. Boiler water test sample results and chemicals used shall be recorded daily on the Boiler Water Test Treatment record (NAVFAC 11330/2) or an acceptable substitute.

4.2.1 Boiler System Water. Boiler system water shall be maintained within the following tolerances:

<u>TEST</u>	<u>TOLERANCE</u>
PH	9.0 to 10.0
Hardness	Less than 2 ppm
SO3 (Sulfite)	30 to 60 ppm

4.3 Boiler Efficiency Calculations. The Contractor shall calculate the efficiency of each boiler operation. Boiler efficiency shall be measured and recorded during each attendance as a minimum. If the efficiency measured for any boiler is below 80%, the Contractor shall adjust the boiler to increase the efficiency to above the acceptable value. The Contractor shall determine and accomplish actions necessary to restore efficiency levels to at least 80%.

4.4 Gauge Calibration. The Contractor shall calibrate all pressure and temperature gauges annually and attach a self-adhesive seal on each gauge certifying that it has been calibrated. The date of the calibration and the initials of the person performing the calibration shall be noted on the sticker. The gauges shall be calibrated using a Government provided calibrated master gauge. In addition to the normal annual calibration, the Contractor shall recalibrate any gauge which is suspected of being in error. Gauges with no adjustment will be replaced if in error.

4.5 Plant Housekeeping. The Contractor is responsible for cleanliness of the plant. This includes emptying trash, sweeping or mopping floor, cleaning fixtures, proper stowage of materials and tools, etc. Painting in plant will be designated as conditions require and permit.

5.0 RECORDS AND REPORTS. The Contractor shall prepare, maintain and submit the following required reports to the COR or designated QAE.

5.1 Maintenance and Repair Records. The Contractor shall prepare and maintain records of all scheduled and unscheduled maintenance and repairs accomplished, including labor and a listing and cost of repair parts utilized. Records shall be maintained at the CHP (CDRL A007).

5.2 Chronological Narrative Heating Plant Log. The Contractor shall maintain a chronological narrative (i.e. diary-type) plant log which shall contain entries, as required, to record the following information by date and time:

- a. Attendance checks, include name of attendant, date, time, observations made, checks of programming and low-water cut-off devices, meter readings, operational changes and maintenance performed during each visit;
- b. Boiler start-ups, shutdowns, and rotation of boiler units.
- c. Fuel Oil Deliveries (how much, by what company, date of delivery);
- d. Equipment breakdowns/casualties (give details, including corrective action(s) initiated);
- e. Accidents;
- f. Visitors, phone calls, unusual events.

The Contractor shall maintain the above log at the Building 79 heating plant and make the log available for inspection by the QAE and COR at all times.

5.3 Boiler Room Checklist. The Contractor shall prepare and maintain, on CHP daily log (CDRL A005), the plant information required, on a daily (24 hour period) basis. A copy will be made and retained at the CHP. Originals will be sent to the COR on a weekly basis.

5.4 Weekly Boiler Operation Report. The contractor will prepare and maintain a CHP weekly report to include oil and water usage, combustion efficiency, and water quality (CDRL A006). A copy will be forwarded to the COR at the end of each week.

5.5 Recording Charts. The Contractor shall install, maintain, and replace, all recording instrument charts utilized for the monitoring of various plant operations. Charts will be maintained at the CHP for inspection by the COR or designated QAE.

5.6 Boiler Water Test Treatment Record. The contractor will submit to the COR on the first working day of each month the results of boiler water sampling using the Boiler Water Test Treatment Record (NAVFAC 11330/2) or an acceptable substitute (CDRL A008).

5.7 Reporting Equipment Deficiencies. Equipment in a down status and any deficiencies noted by the Contractor during operational checks, preventive maintenance inspections, service work, or at any other time shall be reported in writing on NAVFAC Form 11014/38 to the Government's work control center. Deficiencies discovered which could potentially jeopardize the operation of critical items shall be reported by phone immediately, but not more than two (2) hours after discovery, and followed up by written notice within four (4) hours. Deficiencies noted in non-critical equipment will be reported within two (2) hours after discovery.

6.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the directives and publications listed below. These documents provide standards covering technical operation and maintenance of Navy Boiler systems.

- 6.1 BOILER SAFETY TRAINING MANUAL: P.F. Holford, March 1971, Department of Plant Operation, Prince George's County Public Schools, Upper Marlboro, Maryland.
- 6.2 NAVFAC MO-205: Volumes 1 through 5, Central Heating and Steam Electric Generating Plants.
- 6.3 NAVFAC MO-209: Maintenance of steam, hot water and compressed air distribution systems.
- 6.4 NAVFAC MO-306: Corrosion Prevention and Control.
- 6.5 NAVFAC MO-307: Corrosion Protection by Cathodic Protection.
- 6.6 NAVFACINST. 5450.19B.
- 6.7 NAVFAC MO-322: Volume IV, Part 2, Chapter 2, Boilers and Unfired Pressure Vessels.
- 6.8 NAVFACINST. 11300.7E.
- 6.9 NAVFACINST 11330.12.
- 6.10 NAVFAC DM-3.
- 6.11 ASME Boiler and Pressure Vessel Code.

TAB A

EQUIPMENT INVENTORY

1. Boilers #1 & #2
2. Air Atomization Pumps #1 & #2
3. Burner Assemblies #1 & #2
4. Air Compressor
5. Air Receiving Tank
6. Oil Pumps #1 & #2
7. Oil Transfer Pumps #1 & #2
8. H.W. Circulating Pumps #1, #2, #3, #4, & #5
9. H.W. Oil Preheaters #1 & #2
10. H.W. Heat Exchanger Circulating Pumps #1 & #2
11. Electric Oil Preheater #1 & #2
12. Chemical Feed Pump #1
13. Water Softener
14. Expansion Tank and Components
15. Valves, Controls, & Recorders associated with CHP
16. Domestic Water Heater Exchanger
17. 15,000 Gallon Oil Tanks #1, #2, #3, & #4

PERFORMANCE ORIENTED WORK STATEMENT

AIR CONDITIONING/HEATING/VENTILATION/PLUMBING MAINTENANCE

- 1.0 SCOPE OF WORK. The Contractor shall provide all necessary personnel for the operation, installation, maintenance, and repair of air conditioning, heating and ventilation systems at CBD, the Navy Dock, and Tilghman Island. Included are chilled and hot water distribution within buildings, air handling, fan coil, radiator and fan systems.
- 2.0 Personnel Qualifications. The Contractor shall provide qualified personnel to perform the work who are licensed journeymen.
- 3.0 Description of Facilities. The facilities and systems that the Contractor shall maintain and repair are described below. Specific equipment is listed in Tab A of this enclosure.
- 3.1 200-Ton System at Bldg. 75. System includes twin 100-ton compressors, water-cooled condensers, chillers, cooling tower, air handling units (9), condenser and circulating pumps, fan coil units (66), and ancillary system equipment. Note: Compressors, condensers and chillers were installed in 1987. Most other equipment was installed in 1954.
- 3.2 Package A/C Systems. There are approximately 20 stationary package air conditioning units of various capacities.
- 3.3 Window Units. There are approximately 35 window A/C units located at CBD, Navy Dock and Tilghman Island.
- 3.4 Heat Pumps. Approximately 25 heat pumps of various capacities are located at the CBD main site.
- 3.5 Air Handlers. Approximately 9 air handlers (not including Bldg. 75) are located throughout the station.
- 3.6 Unit Heaters. There are approximately 19 hot water unit heaters located in Bldgs. 21, 29, 50, and 76.
- 3.7 Circulating Pumps. There are approximately 16 circulating pumps for domestic water, hot water, and chilled water located throughout the station.
- 3.8 Water Cooled A/C Backup Unit. A portable three ton unit is available for emergency air conditioning requirements

3.9 Oil Fired Furnaces/Boilers. Bldgs. 29, 49, 50 and 84 have oil fired heating systems not associated with the central heating plant. Capacities range from 100,000 to 300,000 BTU's per hour.

3.10 Buildings Heated by CHP. Bldgs. 1, 3, 4, 6, 15, 75, 76, 249, and 250 are connected to the hot water distribution system and are covered under this attachment. Heating systems in buildings include forced air, heat, hot water convectors, radiators and associated auxiliary equipment.

3.11 Electric Heat Buildings 15, 27, 35, 47, 49, 81, 82, 83, 85, 86, 87, 118, 231, and 8 trailers are heated with electric resistance heaters.

3.12 Electric Boiler. Buildings 2 and 5 are heated by electric hot water boiler.

3.13 L.P. Gas Heat. Bldg. 242, which is located at the Navy dock is heated using L.P. gas supplied by the government.

3.14 Fans. There are approximately 34 fans 16 inches or greater at various locations on the station. Several smaller fans are located throughout the station.

3.15 Electric Water Heaters. There are approximately 24 electric water heaters ranging from 10 to 80 gallons located throughout the station.

3.16 Air Compressors. There are approximately 12 air compressors located throughout the station. All compressors are driven by 10 HP or less motors.

4.0 Specific Functional Requirements.

4.1 Preventive Maintenance (PM). Preventive Maintenance shall be performed in accordance with the specifications set forth in ATTACHMENT 1, Paragraph 12. Preventive Maintenance shall be performed on equipment listed in Tab A of Enclosure 7. Minor repairs requiring less than three (4) hours shall be corrected when identified.

4.1.1 Reporting Equipment Deficiencies. Equipment in a down status and any deficiencies noted by the Contractor during operational checks, preventive maintenance inspections, service work, or at any other time shall be reported in writing on NAVFAC Form 11014/38 (CDRL A003) to the Government's work control center. Deficiencies discovered which could potentially jeopardize the operation of critical items shall be reported by phone immediately, but not more than two (2) hours after discovery, and followed up by written notice within four (4) hours. Deficiencies noted in non-critical equipment will be reported within two (2) hours after discovery.

4.2 Repair Service. The Contractor shall diagnose, repair, replace, install and remove air conditioning, heating and ventilation systems covered under this attachment that are found to be defective and malfunctioning. Repairs are to include components such as piping, insulation, valves, motors, etc. Asbestos removal is excluded from this contract.

4.3 Minor Alterations. The Contractor shall provide services to accomplish minor alterations or additions to air conditioning, heating and ventilation systems described in this attachment. Examples include extending duct work and piping, installation of air conditioning/heating due to additional load, etc.

4.4 Chemical Treatment for Bldg. 75. The Contractor shall provide water treatment and testing of chilled water and cooling tower water utilizing chemicals approved by the COR. Testing results and chemicals used shall be recorded daily on the treatment record supplied by the chemical company or an acceptable substitute. Water shall be treated in accordance with NAVFAC MO-115 Building Maintenance and Refrigeration manual.

4.4.1 Chemical Treatment Record. The Contractor shall submit to the COR (CDRL A009) on the first working day of each month the results of the chilled water and cooling tower water sampling.

4.4.2 Material Safety Data Sheets (MSDS). The Contractor shall furnish MSDS for chemicals used and shall post at the location used for personnel to review.

4.5 Heating and Air Conditioning Operations. The Contractor shall provide operations necessary to ensure the safe, effective, and efficient operation of air conditioning systems listed in Tab A of this Enclosure. The work includes adjustments to the system, checking temperatures, pressures, controls, etc., checking for leaks, and unusual noises, cleaning condensate pans, and ensuring proper drainage, secured guards, etc. The Contractor shall furnish and the government will reimburse for all materials and consumables such as lubricants, grease, water treatment chemicals, filters, and refrigerants to maintain the systems in good condition.

4.5.1 Operations for Bldgs. 75 and 250. Several cooling water and air flows require hand regulation in Bldg. 75. The building shall be checked once between 0800 hrs. and 1000 hrs. and once between 1400 hrs. and 1600 hrs daily to ensure proper operation and satisfactory operating temperatures. Bldg. 250 shall be checked once daily to ensure proper operations. Pneumatic controls and air supply shall be checked daily, air tanks, filters, dryers and dirt legs shall be drained daily in both buildings.

4.6 Heating and Cooling Emergencies. Emergency service calls shall be accomplished whenever required regardless of normally scheduled working hours, weekends or holidays. The Contractor shall respond to all such emergency calls as specified in Section H.

5.0 Housekeeping. The Contractor is responsible for the cleanliness of all mechanical rooms. This includes emptying trash, sweeping floor, proper storage of materials and tools, etc.

Indefinite Quantity Work

6.0 Minor Work. The Contractor shall provide services to accomplish maintenance, repair alterations and construction work exceeding the limits set forth in Section H. Approximately 250 labor hours per year will be required for this service.

6.1 Out of Hours Work. The Contractor shall provide out of hours services for emergencies and scheduled or unscheduled outages.

7.0 Governing Directives. The Contractor shall comply with the applicable portions of the following:

- 7.1 NAVFAC MO-114 Building Maintenance; Plumbing, Heating and Ventilating.
- 7.2 NAVFAC MO-115 Building Maintenance; Air Conditioning and Refrigeration
- 7.3 NAVFAC Mo-206 Operation and Maintenance of Air Compressor Plants
- 7.4 NAVFAC Mo-321 Maintenance Management of Shore Facilities
- 7.5 NAVFAC MO-322 Inspection of Shore Facilities
- 7.6 OPNAVINST 6240.3 Navy Environmental Protection Manual
- 7.7 NRLINST 5100.13A NRL Safety and Occupational Health Manual
- 7.8 EM 385-1-1 US Army Corps. of Engineers, Safety and Health Requirements Manual

N00173-01-R-SK01
ATTACHMENT #1
Enclosure 6

TAB A

FAN COIL UNITS

EQUIP #	DESCRIPTION	BLDG	LOCATION
FCU-001	Fan Coil	75	Room-B7
FCU-002	Fan Coil	231	Room-100
FCU-003	Fan Coil	75	Room-133
FCU-004	Fan Coil	75	Room-132
FCU-005	Fan Coil	75	Room-131
FCU-006	Fan Coil	75	Room-130
FCU-007	Fan Coil	75	Room-129
FCU-008	Fan Coil	75	Room-113
FCU-009	Fan Coil	75	Room-113
FCU-010	Fan Coil	75	Room-113
FCU-011	Fan Coil	75	Room 113
FCU-012	Fan Coil	75	Room-113
FCU-013	Fan Coil	75	Room-113
FCU-014	Fan Coil	75	Room-101
FCU-015	Fan Coil	75	Room-101
FCU-016	Fan Coil	75	Room-101
FCU-017	Fan Coil	75	Room-108
FCU-018	Fan Coil	75	Room-108
FCU-019	Fan Coil	75	Room-201B
FCU-020	Fan Coil	75	Room-201B
FCU-021	Fan Coil	75	Room-201B
FCU-022	Fan Coil	75	Room-201C
FCU-023	Fan Coil	75	Room 202C
FCU-024	Fan Coil	75	Room-202
FCU-025	Fan Coil	75	Room-202C
FCU-026	Fan Coil	75	Room-202C
FCU-027	Fan Coil	75	Room-202C
FCU-028	Fan Coil	75	Room-204
FCU-029	Fan Coil	75	Room-205
FCU-030	Fan Coil	75	Room-223
FCU-031	Fan Coil	75	Room-223
FCU-032	Fan Coil	75	Room-219
FCU-033	Fan Coil	75	Room-218
FCU-034	Fan Coil	75	Room-301
FCU-035	Fan Coil	75	Room-301
FCU-036	Fan Coil	75	Room-301
FCU-037	Fan Coil	75	Room-B7
FCU-038	Fan Coil	75	Room-B7
FCU-039	Fan Coil	75	Room-301

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FCU-040	Fan Coil	75	Room-301
FCU-041	Fan Coil	75	Room-301
FCU-042	Fan Coil	75	Room-301
FCU-043	Fan Coil	75	Room-302

TAB A

FAN COIL UNITS

EQUIP #	DESCRIPTION	BLDG	LOCATION
FCU-044	Fan Coil	75	Room-302
FCU-045	Fan Coil	75	Room-303
FCU-046	Fan Coil	75	Room-303
FCU-047	Fan Coil	75	Room-304 & 305
FCU-048	Fan Coil	75	Room-304 & 305
FCU-049	Fan Coil	75	Room-306
FCU-050	Fan Coil	75	Room-310
FCU-051	Fan Coil	75	Room-321
FCU-052	Fan Coil	75	Room-321
FCU-053	Fan Coil	75	Room-320
FCU-054	Fan Coil	75	Room-320
FCU-055	Fan Coil	75	Room-319
FCU-056	Fan Coil	75	Room-319
FCU-057	Fan Coil	75	Room-319
FCU-058	Fan Coil	75	Room-319
FCU-059	Fan Coil	75	Room-317
FCU-060	Fan Coil	75	Room-315
FCU-061	Fan Coil	75	Room-314
FCU-062	Fan Coil	75	Room-311
FCU-063	Fan Coil	75	Room-311
FCU-064	Fan Coil	75	Room-B7
FCU-065	Fan Coil	75	Room-B6
FCU-066	Fan Coil	75	Room-B6

TAB A

UNIT HEATERS

EQUIP #	DESCRIPTION	BLDG	LOCATION
UH-01	Unit Heaters, Hot Water. 5 Units	50	Various
UH-02	Unit Heaters, Hot Water. 2 Units	29	Rms-101 & 102
UH-03	Unit Heaters, Hot Water. 11 Units	76	High Bays
UH-04	Unit Heater	21	SE Corner

TAB A

ELECTRIC WATER HEATERS

EQUIP #	DESCRIPTION	BLDG	LOCATION
HWH-001	Electric Water Heater. 80 Gallon	50	Rm-108
HWH-002	Electric Water Heater. 52 Gallon	76	Rm-108
HWH-003	Electric Water Heater. 30 Gallon	84	Basement
HWH-004	Electric Water Heater. 30 Gallon	79	Rm-102
HWH-005	Electric Water Heater. 30 Gallon	29	Rm-100
HWH-006	Electric Water Heater. 30 Gallon	310	Rm-100
HWH-007	Electric Water Heater. 50 Gallon	310	Rm-101
HWH-008	Electric Water Heater. 10 Gallon	312	Rm-200
HWH-009	Electric Water Heater. 80 Gallon	307	Mech. Rm
HWH-010	Electric Water Heater. 30 Gallon	314	Mech. Rm
HWH-011	Electric Water Heater. 80 Gallon	4	Mech. Rm
HWH-012	Electric Water Heater. 40 Gallon	15	Restroom
HWH-013	Electric Water Heater. 40 Gallon	2	Bsmt. Mech Rm
HWH-014	Electric Water Heater. 40 Gallon	1	Bsmt. Mech Rm
HWH-015	Electric Water Heater. 40 Gallon	6	Bsmt. Mech Rm
HWH-016	Electric Water Heater. 40 Gallon	47	Ladies Rm
HWH-017	Electric Water Heater. 30 Gallon	49	Rm-101
HWH-018	Electric Water Heater. 40 Gallon	5	Bsmt. Mech Rm
HWH-019	Electric Water Heater. 10 Gallon	249	Restroom
HWH-020	Electric Water Heater. 12 Gallon	35	Locker Rm
HWH-021	Electric Water Heater. 30 Gallon	59 T.I.	Bunk House Restroom
HWH-022	Electric Water Heater. 40 Gallon	4	Rm-119
HWH-023	Electric Water Heater. 2 Gallon	6	Kitchen
HWH-024	Electric Water Heater. 5 Gallon	2	2 nd Fl Kitchen

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TAB A

FANS

EQUIP #	DESCRIPTION	BLDG	LOCATION
Fan-001	Exhaust Hood Fan Unit	75	Rm-B12
Fan-002	Exhaust Hood Fan Unit	75	Roof
Fan-003	Exhaust Fan	75	Rm-B15
Fan-004	Exhaust Fan	75	Rm-B12
Fan-005	Exhaust Fan	75	Rm-B7
Fan-006	Exhaust Fan	47	1 st Floor
Fan-007	Exhaust Fan	47	East End
Fan-008	Exhaust Fan	49	North End
Fan-009	Exhaust Fan	250	Roof West End
Fan-010	Exhaust Fan #1	21	West Wall
Fan-011	Exhaust Fan #2	21	West Wall
Fan-012	Exhaust Fan	79	East Side
Fan-013	Exhaust Fan	50	South Wall
Fan-014	Exhaust Fan	313	East Side
Fan-015	Exhaust Fan	315	South Wall
Fan-016	Exhaust Fan	309	Restroom
Fan-017	Exhaust Fan #1	6	Restroom
Fan-018	Exhaust Fan #2	6	Restroom
Fan-019	Paddle Fans. 9 Units	76	High Bays
Fan-020	Paddle Fans. 3 Units	50	Engine Bay
Fan-021	Fans. 4 Units	76	Above Center Offices

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TAB A

A/C PACKAGE UNITS

EQUIP #	DESCRIPTION/SIZE	BLDG	LOCATION
ACP-001	Bard/30,000 BTU	1	Test Control
ACP-002	Carrier/3 Ton	118	South Side
ACP-003	Leibert/2 Ton	4	West Side
ACP-004	American Standard/2 Ton	5	West Side
ACP-005	Trane/3 Ton	250	SW Side
ACP-006	Worthington/50 Ton	250	North Mech Rm
ACP-007	Trane/5 Ton	6	SW Side
ACP-008	Weather King/5 Ton	6	SE Side
ACP-009	Trane	231	North Side
ACP-010	American Standard/2 Ton	2	Rm 217
ACP-011	Bard/3 Ton	T-521	North Side
ACP-012	Tecumesh	47	Above Offices
ACP-013	Trane/5 Ton	4	Roof. North Unit
ACP-014	Trane/15 Ton	4	Roof. Center Unit
ACP-015	Trane/20 Ton	4	Roof. South Unit
ACP-016	Bard/3 Ton	312	Lower Unit
ACP-017	Bard/3 Ton	312	Upper Unit
ACP-018	Comfort Air/2.5 Ton	1	East Side
ACP-019	Nordyne	2	East Side
ACP-020	York/3 Ton	76	Above North Office Area

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TAB A

AIR COMPRESSORS

EQUIP #	DESCRIPTION/SIZE	BLDG	LOCATION
COM-001	Speedaire/5 HP. 2 Stage	313	Rm 100
COM-002	Emglo	310	Rm 100
COM-003	C&H	29	Rm 100
COM-004	Worthington/5 HP	76	North Mech Rm
COM-005	Speedaire/3 HP	79	Pump Rm
COM-006	Champion/3 HP	15	Garage Area
COM-007	Speedaire/10 HP	4	Mech Rm
COM-008	Emglo	189	Rm 100
COM-009	Speedaire	249	South Side
COM-010	Speedaire/5 HP. 2 Stage	75	Bsmt Mech Rm
COM-011	Quincy	75	High Bay
COM-012	Westinghouse/3HP	50	Rm 108

TAB A

CIRCULATING PUMPS

EQUIP #	DESCRIPTION	BLDG	LOCATION
PMP-001	HW Cir Pump. Ancillary Heat Equip	1	Bsmt Mech Rm
PMP-002	HW Cir Pump	2	Bsmt Mech Rm
PMP-003	HW Cir Pump. Ancillary Heat Equip	4	Mech Rm
PMP-004	HW Cir Pump. Ancillary Heat Equip	5	Bsmt Mech Rm
PMP-005	HW Cir Pump. Ancillary Equip	6	Bsmt Mech Rm
PMP-006	HW Cir Pump. Ancillary Heat Equip	15	Restroom
PMP-007	HW Cir Pump. Ancillary Heat Equip	50	Mech Rm
PMP-008	HW Cir Pump. Ancillary Heat Equip	76	Mech Rm
PMP-009	HW Cir Pump	249	Restroom
PMP-010	HW Cir Pump. Ancillary Heat Equip	250	North Mech Rm
PMP-011	Domestic HW Cir Pump	75	Bsmt Mech Rm
PMP-012	Cir Pump #1. HW & CW	75	Bsmt Mech Rm
PMP-013	Cir Pump #2. HW & CW	75	Bsmt Mech Rm
PMP-014	Cir Pump #3. HW & CW	75	Bsmt Mech Rm
PMP-015	Cir Pump #1. Cooling Tower	75	Bsmt Mech Rm
PMP-016	Cir Pump #2. Cooling Tower	75	Bsmt Mech Rm

TAB A

A/C WINDOW UNITS

EQUIP #	DESCRIPTION/SIZE	BLDG	LOCATION
ACW-001	GE/18,000 BTU	47	Rm 100
ACW-002	GE/8,000 BTU	6	Rm 112A
ACW-003	Fedders/23,000 BTU	29	Shop Area
ACW-004	Fedders/15,000 BTU	1	Rm 105
ACW-005	Whirlpool/21,000 BTU	1	Rm 109
ACW-006	Chrysler/19,000 BTU	2	Rm 104
ACW-007	Whirlpool/10,000 BTU	2	Rm 108
ACW-008	Emerson/5,000 BTU	2	Rm 111
ACW-009	Sears/4,000 BTU	2	Rm 102
ACW-010	Sears/23,000 BTU	2	Rm 101
ACW-011	Fedders/19,000	2	Rm103
ACW-012	Whirlpool/10,000 BTU	2	Rm 216
ACW-013	Whirlpool/10,000 BTU	2	Rm 206
ACW-014	Westinghouse/7,500 BTU	15	Rm 102A
ACW-015	GE/17,000 BTU	5	Rm 201
ACW-016	Whirlpool/17,800 BTU	5	Rm 100A
ACW-017	Friedrich/13,000 BTU	84	Rm 100
ACW-018	Emerson/15,000 BTU	35	Office Area
ACW-019	York/12,000 BTU	50	Rm 103
ACW-020	Emerson/10,000 BTU	T-518	Blue Trailer
ACW-021	Fedders/23,500 BTU	29	Office Area
ACW-022	Westinghouse/6,000 BTU	6	Rm 112
ACW-023	Sears/6,000 BTU	50	Rm 102
ACW-024	Emerson/24,000 BTU	50	Rm 105
ACW-025	GE/15,000 BTU	1	Rm 101
ACW-026	Emerson/10,000 BTU	1	Rm 104
ACW-027	Emerson/10,000 BTU	5	Rm 206
ACW-028	GE/12,000 BTU	5	Rm 209
ACW-029	Friedrich/21,000 BTU	12	Rm 100
ACW-030	Emerson/24,000 BTU	27	Rm 100
ACW-031	Fedders/10,000 BTU	50	Rm 104
ACW-032	Friedrich/21,000 BTU	50	Rm 106
ACW-033	Westinghouse/7,500 BTU	79	Office Area
ACW-034	Friedrich/21,000 BTU	T-161	North Wall
ACW-035	Fedders/8,500 BTU	T.I.	Tower

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TAB A

HEAT PUMPS

EQUIP #	DESCRIPTION/SIZE	BLDG	LOCATION
HTP-001	Carrier/14,000 BTU. Thru wall type	49	101
HTP-002	York/8 Ton	307	SW Corner
HTP_003	Carrier/5 Ton	314	West Side
HTP-004	Bard/3 Ton	Radar Trl	South Bldg 75
HTP-005	Trane/5 Ton. Split System	310	North Side
HTP-006	Carrier/11,500 BTU. Thru wall type	314	Rm 105
HTP-007	Carrier/11,500 BTU. Thru wall type	314	Rm 104
HTP-008	Carrier/11,500 BTU. Thru wall type	314	Rm 100
HTP-009	Sanyo/12,000 BTU	5	Rm 209
HTP-010	Sanyo/12,000 BTU	5	Rm 209
HTP-011	Desert Aire/2 Ton	55	200
HTP-012	Westinghouse/10,600 BTU	88	200
HTP-013	Friedrich/13,000 BTU	216	CRF Guard Booth
HTP-014	Friedrich/13,000 BTU	246	Main Guard Booth
HTP-015	Friedrich/24,000 BTU	249	Rm 100
HTP-016	Modular MSTR/1 Ton	T-161	West End
HTP-017	Bard/3 Ton	T-524	South Bldg 75
HTP-018	Bard/3 Ton	T-521	South Bldg 2
HTP-019	Bard/2 Ton	Radar Trl	North Bldg 250
HTP-020	Bard/2 Ton	Optic Trl	Double-wide West F
HTP-021	Bard/2 Ton	Optic Trl	Double-wide West F
HTP-022	Carrier	T I	Bunk House
HTP-023	Marvair/3 Ton (Hoopers 20' Shelter)	3	East Side
HTP-024	Bard/2 Ton (Lins 20' Shelter)	3	East Side
HTP-025	Hoopers 40' Shelter	3	East Side

TAB A

AIR HANDLER UNITS

EQUIP #	DESCRIPTION	BLDG	LOCATION
AHU-001	Trane	250D	Ceiling
AHU-002	Trane	250E	North Mech Rm
AHU-003	Trane	6	Rm 112B
AHU-004	Trane	6	Under Bldg
AHU-005		75	Rm 220
AHU-006		75	Rm 216
AHU-007		75	Rm 212
AHU-008		75	Rm 307
AHU-009		75	Rm 309
AHU-010		75	Rm 11C
AHU-011		75	Rm 11C
AHU-012		75	Rm B4
AHU-013		75	Rm B3
AHU-014		75	Rm B3
AHU-015		75	Rm B3
AHU-016	Carrier	314	Mech Rm
AHU-017	American Standard	2	Rm 217
AHU-018	American Standard	5	202
AHU-019		47	Above Security
AHU-020	Trane	310	Rm 100
AHU-021	McQuade	75	Roof

COOLING TOWER

EQUIP #	DESCRIPTION/SIZE	BLDG	LOCATION
CTW-001	Cooling Tower/200 Ton	75	South Side

TAB A

OIL/PROPANE/ELECTRIC FURNACES

EQUIP #	DESCRIPTION	BLDG	LOCATION
FUR-001	Burnham (Oil Fired)	50	Mech Rm
FUR-002	Burnham (Oil Fired)	84	Basement
FUR-003	Burnham (Oil Fired)	29	Rm 100
FUR-004	Reznor (Oil Fired)	49	North High Bay
FUR-005	Unit Heater (Propane Fired)	242	Ceiling
FUR-006	Weil-Mclain (Electric) 48KW	2	Basement Mech Rm
FUR-007	Weil-Mclain (Electric) 48KW	5	Basement Mech Rm

PERFORMANCE ORIENTED WORK STATEMENT

TRANSPORTATION/CONSTRUCTION EQUIPMENT OPERATIONS

1.0 GENERAL REQUIREMENTS. The Contractor shall furnish all necessary personnel to provide transportation/construction equipment operation, limited maintenance of grass cutting and snow removal/sanding equipment, operation of the motor fuel dispensing facilities, management record-keeping, and unscheduled maintenance of other equipment.

2.0 DESCRIPTION OF VEHICLES AND EQUIPMENT.

2.1 Inventory Listing of Vehicles and Equipment. TAB A to this enclosure provides a listing of vehicles and equipment which will be assigned to the Contractor. This inventory of equipment primarily consists of automotive vehicles, construction equipment, materials handling equipment, and special purpose vehicles and equipment such as, grass cutting and snow removal, and small utility trailers. Each item of equipment is identified for control and record keeping purposes by a seven-digit U.S. Navy Registration Number. Other equipment includes pumps, generators, and equipment which are gasoline or diesel engine powered or outfitted.

2.2 Vehicles and Equipment Assignment. For the purpose of this contract, vehicle and equipment assignments are categorized as follows:

a. General Contractor Use. Specified items of equipment that will be made available for use by the Contractor in providing services under this contract.

b. Sole Government Use. Specified items of equipment that will be utilized solely by Government personnel or by other Contractors specifically authorized by the Government.

3.0 PERSONNEL QUALIFICATIONS. The Contractor shall provide personnel capable of checking fluid levels (cooling, oil, brake, battery, transmission fluid, etc.); adding fluids as necessary; checking and correcting tire inflation; installation and removal of snow removal equipment; sharpening mower blades, chainsaws, etc.; replacing line on weedwackers; and checking mowing equipment prior to use for proper operation (cleaning under decks, identifying loose pulleys, belts, leaks, etc.). All transportation operators shall possess a valid State of Maryland driver's licenses for the class of vehicle operated prior to operation of any vehicles on or off of CBD premises. At least one contractor employee shall process a CDL-Hazmat license. Operators of construction or load handling equipment shall be qualified operators with a minimum of two years experience in operating equipment similar to equipment listed in TAB A. In addition, operators shall be capable of demonstrating competency and operating techniques to the COR or designated representative. Only operators, approved by the COR, shall operate construction/load handling equipment listed in TAB A.

3.1 Licensing Requirements and Procedures. A valid State of Maryland license which indicates vehicle class for which issued will be accepted as proof that the Contractor operator has achieved proficiency to operate vehicles within that class range. A copy of each operator's license shall be retained at the dispatcher's office for inspection by the COR or designated representative. No vehicle shall be issued to any operator who does not hold a current license for the appropriate class of vehicle.

4.0 OPERATION AND MAINTENANCE FUNCTION REQUIREMENTS.

4.1 CBD Fuel Dispensing Station Services. The Contractor shall provide services to dispense gasoline and diesel engine fuel to Government-owned or leased equipment. The Contractor shall provide operational maintenance services at the time of refueling that shall include checking fluid levels (cooling, oil, brake, battery, hydraulic transmission, etc.); adding fluids if necessary; checking tire inflation. The Contractor shall receive and record fuel deliveries by Government suppliers, and shall notify the Government when fuel levels reach 50% of tank capacity. Fuel tanks have a storage capacity of 1000 gallons each.

4.1.1 Location of Facilities. Fuels shall be dispensed from facilities located on the west side of Building 76. Fuel required to be delivered to such items as emergency generators or research projects shall be transported in government provided safety containers or fueling vehicles.

4.1.2 Fuel Security Requirements. The Contractor shall at no time leave a pump in an unsecured condition. At no time shall Government-owned fuel be issued to non-approved vehicles or equipment. The Contractor shall report all suspected or attempted violations to the COR and to the Security Forces Supervisor. No personnel except as authorized by the COR, or designated representative, other than Contractor employees, shall dispense fuel.

4.1.3 Required Record Keeping and Reports. The Contractor shall maintain and submit records of all fuel dispensed to each equipment/vehicle by USN registration number, or authorized user in cases where equipment is not USN-registered. The Contractor shall also maintain fuel inventory records, and submit reports to the COR.

4.1.3.1 Daily Fuel Issues and Status Record. This record shall be used to collect and maintain information concerning vehicle/equipment fuel usage and overall fuel usage status (CDRL A010). During each fuel issue, the Contractor shall record the number of gallons issued; type of issue, (i.e., gasoline, diesel); mileage or hourmeter reading of equipment; and the **signature and code of the individual receiving the fuel**. The Contractor shall, on days fuel is dispensed, take gauge readings both at the start-of-day and at the end-of-day and record the daily gallon total of fuels issued at CBD. Monday Wednesday and Friday from 0800-0900 hours are times fuel is normally dispensed; however, in emergencies fuel will be issued at anytime during normal working hours.

Gauge readings shall also be made after each fuel delivery. These records shall be maintained at Building 1 on a daily basis and be available for inspection by the COR or designated representative.

4.1.3.2 Daily Fuel Dispensing Report. This report (CDRL A011) is to be completed whenever fuel is dispensed. The report shall be maintained in Building 1 for inspection by the COR or designated representative.

4.1.3.3 Fuel Delivery Log. The Contractor shall maintain a log of all fuel (including heating oil) deliveries made to the station. This log shall be maintained at Building 1. The Contractor shall record the date and time of delivery, the type of fuel delivered, gallons delivered and the delivering company. The Contractor shall accept delivery receipts from the supplier, verify the quantities shown as actually delivered, and forward all receipts to the COR within one (1) day of the delivery. Contractor shall notify COR within one day of any discrepancies between gauge readings and fuels issued. The Contractor shall take fuel readings of all fuel oil tanks (CDRL A012) on the last working day of each month. The completed form shall be forwarded to the COR within one (1) working day.

4.1.3.4 Monthly Fuels Reporting. The Contractor shall summarize all fuel issues from the Daily Fuel Issues and Status Record (CDRL A010) and all fuel delivery information on a monthly basis and prepare and submit a Monthly Equipment Utilization Report (CDRL A013) to the COR by the second working day of the following month. Variances between gauge readings and fuel issues shall require written explanation. Contractor will be responsible for unexplained losses caused by negligence in record keeping.

4.2 Vehicle and Equipment Operations. The Contractor shall operate vehicles and equipment listed in TAB A as required in the performance of work under this contract, and in accordance with State, Federal, and NRL regulations. Off-station operations are limited to a 100-mile radius of CBD.

4.2.1 Contractor-Owned or Leased Equipment. At any time the Contractor operates Contractor-owned or leased equipment at CBD, both the equipment and operators shall meet the requirements of the Department of Transportation Federal Motor Carrier Safety Regulations, and comply with the licensing requirements of Maryland State and local motor vehicle laws. Contractor-owned or leased equipment operated on the premises of CBD shall be marked as follows: Affixed to each door/side panel, shall be the full name of the Contractor's company and his contract number in block-style characters at least three inches in height, and of a color which provides a high visual contrast to the equipment color.

4.2.2 Motor Vehicle Fuel Economy. The Contractor shall operate transportation equipment in the most fuel efficient manner possible. Vehicle usage shall be limited to the performance of work under the scope of this contract. Operations shall be conducted in accordance with paragraph 7.3 of NAVFAC P-300, entitled Guidelines for Achieving Motor Fuel Economy.

4.2.3 Accident Reporting for Contractor-Operated Vehicles and Equipment. The Contractor's operator(s), if involved in any accident while operating any vehicle on CBD premises or while operating a Government vehicle off station, shall immediately report the accident to the COR or designated representative and complete a Standard Form 91 within one (1) working day following the accident (CDRL A014). Additional requirements are contained in NRL Instruction 5102.1B, Mishap Investigation and Reporting, Appendix C. Repair of damages, other than normal wear, to vehicles or equipment operated by Contractor personnel shall be the responsibility of the Contractor. Repairs shall be effected within five (5) working days from the date of the accident.

4.2.4 Crane Rental Services. The Contractor shall procure the services of a crane rental company to load and unload trucks, and lift or move equipment as required by the COR. The government will reimburse for the cost of the crane rental.

4.2.5 Motor-Vehicle Operations Services. The Contractor shall provide services both on a scheduled and unscheduled basis in support of Government operations as follows:

4.2.5.1 Scheduled Services. The Contractor shall provide the services of a motor vehicle operator to perform the following requirements.

4.2.5.1.1 NRL Mail Delivery and Pickup. Outgoing mail from CBD Building 6 shall be picked up and delivered to designated locations at the Naval Research Laboratory, Washington, D.C. Mail shall be picked up at designated locations at the Naval Research Laboratory and delivered to Building 6 (CBD). Two (2) trips per week shall normally be required. Mail runs shall leave CBD at 09:30 hours, Tuesday and Friday of each week. Adjustments to the schedule may result due to holidays, or base closings due to inclement weather.

4.2.5.1.2 Material Pick-up and Delivery. The Contractor shall receive, load/unload, and take responsibility for supplies and materials from NRL or other locations within a 100-mile radius of CBD designated by the COR or designated representative for transport to and from CBD. Two (2) trips per month shall normally be required. This trip may be made concurrent with the Tuesday/Friday mail run. The Contractor shall reimburse the government for loss or damage to material and supplies while being transported by the Contractor. Applicable placards shall be posted as required by DOT, State and District of Columbia regulations. All loads shall be secured and covered to ensure stability and protection.

4.2.5.2 Unscheduled Services. The Contractor shall provide unscheduled services, as required to support Government operations. It is estimated that there will be one (1) request per month for unscheduled services. Normally either a pickup or a 2 ton truck shall be required. Off-station operations are limited to a 100-mile radius of CBD.

4.3 Limited Repair and Maintenance of Vehicles and Grounds Equipment. The Contractor shall ensure all equipment is properly readied for use. This shall include checking and adding fluids if necessary; greasing and oiling; replacing or sharpening blades; tightening belts; identifying potential problems; hosing underside of decks; and tightening/replacement of bolts, etc. The Contractor shall notify the COR in writing of any deficiencies detected during inspections or operations of equipment.

5.0 REPLACEMENT VEHICLES AND EQUIPMENT. The vehicles and equipment indicated in TAB A are subject to change as the Government receives replacement vehicles and/or as directed by the Director of the Research and Development Services Division of the Naval Research Laboratory. Replacements in kind (type) or quantity in the range of plus or minus 10% of the vehicles or equipment listed in TAB A will not constitute cause for a Change Order to this contract.

6.0 EQUIPMENT TURNOVER TO CONTRACTOR. All vehicles and equipment indicated in TAB A Part 1 will be turned over to the Contractor as of the contract start date in an "as is" condition for the provision of services in accordance with this contract.

7.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the following:

- 7.1 NAVFAC P-300: Management of Transportation Equipment.
- 7.2 NRLINST 11200.1E Administration, Operation and Utilization of Transportation Equipment
- 7.3 NRL Safety and Occupational Health Manual NRL Instruction 5100.13A.
- 7.4 NAVMAT P-5100 Safety Precautions for Shore Activities.
- 7.5 Fire Prevention and Protection Manual NRL Instruction 11320.1C.
- 7.6 Explosives Safety Manual NRL Instruction 8020.1.
- 7.7 NAVFAC Instruction 11200.12.
- 7.8 NAVSUP Instruction 10490.32 Maintenance of MHE.
- 7.9 Maryland State Motor Vehicle Laws and Regulations.
- 7.10 NAVFAC MO-403-Navy Driver's Handbook.

- 7.11 NAVFAC P-306 Testing and Licensing of Construction Equipment Operators.
- 7.12 NAVORD OP-2239 Driver's Handbook Ammunition, Explosive and Dangerous Articles.
- 7.13 NAVORD OP-02165, Volume 1 Navy Transportation Safety Handbook.
- 7.14 U.S. Department of Transportation, FHA, Motor Carrier Safety Regulation, Parts 200-999.
- 7.15 Regulations implemented by Commanding Officer, NRL

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TAB A

CONTRACTOR EQUIPMENT INVENTORY LISTING

<u>USN No</u> PLANT ACCOUNT No	DISCRIPTION/MANUFACTURER	YEAR
96-42512 392493	Dump Truck, International S1700	1989
95-28769 416229	2-T, Stake Truck, Ford, F-700	1989
94-31766 378709	1-T, Lift Gate P/U Truck, Chev.	1987
94-33373 378717	Panel Truck, 4x2 Chev.	1988
94-36348 385157	1-T, Step Van, Chev.	1989
N/A 407115	Mighty Mits, Small Truck, Mitsubishi	1993
N/A 407116	Mighty Mits, Small Truck, Mitsubishi	1993
13-85768 378688	Forklift, Hyster, 15,000	1986
13-17388 384525	Forklift, Mitsubishi, 4,000	1986
48-17964 397280	Tractor, WHL, Loader, Backhoe John Deere, Model 310C	1990
48-16633 325709	Tractor, WHL, John Deere	1977
48-16634 381231	Tractor, WHL, John Deere	1980
N/A 450705	Tractor, Lawn, Gravely, Model 360 Serial #000167	1999
N/A 407135	Tractor, Lawn, Gravely, Model 360 Serial #000351	1999
N/A 453263	Mower, Lawn, ExMark, Model M4814KA Serial #210812	1999
N/A 407092	Mower Attachment, Tri-Wing Rotary, Saxon, Model F-11	1991
	Snow Plow, Meyer, Model ST90 Part #9163 (Fits Tractor)	
	Snow Plow, Meyer, Model HM-10 Part #9239 (Fits Truck)	
	Spreader, Salt & Sand, SJ Meeks	
N/A 392450	Sweeper Attachment, M-T Co. Inc, Model MT	1990
N/A 407107	Tractor Mower, Sulky Type, 60" Deck, Gravely, Model MV18	1992

N00173-01-R-SK01
ATTACHMENT #1
Enclosure 7

TAB A
CONTRACTOR EQUIPMENT INVENTORY LISTING

<u>USN No</u> PLANT ACCOUNT No	DISCRIPTION/MANUFACTURER	YEAR
<u>51-76342</u> 325710	<u>Welder, Arc, Trailer Mounted</u> <u>Hobort, Powerweld 303</u>	<u>1977</u>
<u>31-07796</u> 412491	<u>Air Compressor, 250 CFM,</u> <u>Ingersol Rand, Diesel</u>	<u>1987</u>
<u>N/A</u> 392438	<u>Mower, Bush Hog Attachment, Allied,</u> <u>Model, 306, S/N 1105702</u>	<u>1977</u>
	<u>Mower, Lawn, Lowes, 14/42 , S/N 133MS796062</u>	<u>1996</u>
	<u>Mower, Lawn, Craftsman, 18/42</u>	
	<u>Pump, Homelite, Model UT01549</u> <u>140 GPM 3 HP, Gas Powered</u>	<u>1989</u>
	<u>Road Plow, 3 Point, Rear Mount, S/N 5277</u>	
<u>51-23923</u> 431739	<u>Generator, Portable, Libby, 30KW</u> <u>Model MEP805A, S/N RZH00739</u>	<u>1994</u>
	<u>Generator, Portable, 7000 Watts,</u> <u>120/240 Volts, 60Hz, 14 HP</u>	<u>1997</u>
	<u>Chainsaw, Poulan, 1800 Super</u> <u>S/N 1G216G244</u>	<u>1990</u>
	<u>Chainsaw, Stihl, Model 028AV</u>	<u>1987</u>
<u>N/A</u> 407091	<u>Chainsaw, Power Pruner, 11' Reach</u>	<u>1991</u>
	<u>Lawn Edger, Craftsman, 3 HP, S/N 0189</u>	<u>1992</u>
	<u>Leaf Blower, Echo, ES1000</u>	<u>1992</u>
	<u>Utility Trailer, Single Axle,</u> <u>Steel Dump Box 5'x 3' ½"</u>	
<u>N/A</u> 407106	<u>Ventilator, Air Blower, General</u> <u>Equipment Co., Model GP-8</u>	<u>1992</u>
	<u>Mud Pump w/Hoses, Teel, Model 3P613B</u>	<u>1998</u>
<u>N/A</u> 407134	<u>Battery Charger, Dayton 6/12/24 Volt</u>	<u>1997</u>
	<u>Weedeater, Echo, 3100 S/N 013348</u>	<u>1997</u>
	<u>Weedeater, Echo, SRM 3100 S/N 544680</u>	<u>1999</u>
	<u>Weedeater, Echo, SRM 3100 S/N 547352</u>	<u>1999</u>
	<u>Weedeater, Echo, 3100 S/N 013503</u>	<u>1997</u>
	<u>Pruner, Echo SRM 3000 S/N 047920</u>	
	<u>Mower, Push, LawnBoy, C20CPR</u> <u>S/N H0002174, (CBD #1)</u>	<u>1987</u>
	<u>Mower, Push, LawnBoy 6431</u> <u>S/N E0323C0018, (CBD #2)</u>	<u>1990</u>
	<u>Mower, Push, LawnBoy, 6211,</u> <u>S/N C138A01111</u>	

PERFORMANCE ORIENTED WORK STATEMENT

PEST CONTROL SERVICES

1. SCOPE OF WORK. The Contractor shall provide all necessary personnel, materials, chemicals and equipment, except as specified to be furnished by the Government to provide pest control services as described herein.

2.0 GENERAL REQUIREMENTS.

2.1 PESTICIDE LICENSING, CERTIFICATION, PERMITS, AND APPROVAL.

2.1.1. **STATE LICENSING**. The Contractor shall be licensed by the State of Maryland to provide pest control in the categories in which work will be performed. A copy of this license shall be provided to the Contracting Officer's Representative (COR) prior to the start of work.

2.1.2. **CERTIFIED APPLICATORS**. All pesticide applications shall be performed by a certified pesticide applicator. The certification must be in the category in which the work will be performed. A copy of this certification shall be provided to the COR prior to the start of work.

2.1.3. **BIRD DEPREDATION, ANIMAL CONTROL, AND OTHER APPLICABLE PERMITS**. Any permit required to perform the work in this contract must be obtained by the Contractor. Permits may include Fish and Wildlife Bird Depredation Permits, State of Maryland Nuisance Wildlife Control Permits, Permits to take fur-bearing animals, or other permits required by Federal, State, or local laws/regulations. A copy of any applicable permit shall be provided to the COR prior to the start of work.

2.1.4. **PESTICIDE APPROVAL**. The Contractor shall submit to the COR a list of pesticides "proposed for use" prior to initiation of work. The COR must approve the pesticides proposed before they can be used. The submission form is attachment (1). Copies of the pesticide label and material safety data sheet for each pesticide proposed for use must be included. Copies of the State of Maryland business license as an applicator of pesticides and the pesticide applicators certificate in the appropriate categories (category in which the work will be performed) must also be attached to Pesticide Approval Submission Form.

If the Contractor wishes to use a pesticide (ex: different EPA #) not current on the "list" (previously submitted), attachment (1) containing information on the new pesticide must be submitted to the COR for approval. Once pesticides are approved by the COR, they can be used throughout the course of the contract provided that registration is not revoked by the EPA or the State.

Any changes in pesticide use shall have prior approval of the COR using attachment (1). All pesticide use shall be in strict conformance with label directions.

2.2 GENERAL:

2.2.1. CONTRACTOR CHECK-IN AND LOCATOR. The Contractor's superintendent shall check-in at a site designated by the COR each day work will be performed. The Contractor's superintendent shall indicate the work, and work site(s) for that date. The Contractor's superintendent shall check-out at the completion of each day's work at a site indicated by the COR.

2.2.2. RESPONSIVENESS. The Contractor shall only respond to service requests or work orders originating from the specific Government Representatives designated by the COR.

2.2.3. RETREATMENT REQUESTS (CALL BACKS). The Contractor shall, after receiving notice from the COR, and at no additional charge to the Government, retreat previously treated areas when inspection reveals that inadequate control was obtained. There is no limit to the number of call-backs for retreatment of control failures.

2.3 PESTICIDES. All pesticides used on NRL-CBD property shall be registered with the EPA and the State of Maryland for the use intended. The Contractor's Representative shall maintain a label book of pesticides used, including all appropriate Material Safety Data Sheets (MSDS), and have it readily available at all times, when on-site, for inspection (carried in the cab of the pest control vehicle on-station).

A copy of this label book shall be provided to the Pest Control Quality Assurance Evaluator (PCQAE) and the Contracting Officer's Representative (COR) prior to the commencement of work.

Any discrepancy between this contract and the pesticide label shall be resolved in favor of the label.

2.4 PESTICIDES.

2.4.1. MIXING/APPLICATION. During preparation, and/or application of pesticides, the Contractor shall:

1. Always store in original containers having EPA-registered labels or in containers meeting EPA label requirements; and

2. Use application equipment appropriate for the nature and size of work, that is clean, calibrated, and in proper operational condition; and

3. Never leave equipment unattended during filling, and during application usage; and
4. Use back flow preventors on hoses when connected to water outlets in filling operations; and
5. Inspect equipment (per manufacturer's label) and the area during application to insure proper and safe treatment; and
6. Use only equipment approved by Underwriters Laboratory (UL) for indoor use in buildings; and
7. Keep safety equipment, fire extinguisher, and spill kit available;
and
8. Never fuel gasoline powered equipment indoors; and
9. Formulate/mix all pesticides over spill containment pads/devices and perform these operations only at locations designated by the COR.

2.4.2. DISPOSAL. The Contractor shall dispose of all excess pesticides, pesticide rinse water, empty pesticide containers, and any pesticide contaminated article in accordance with the label and applicable state and Federal regulations. Pesticides, pesticide containers, pesticide residue, pesticide rinse water, or any pesticide-contaminated articles shall not be disposed of on the installation or on any Federally owned property.

2.4.3. PESTICIDE DISPERSAL EQUIPMENT. All pesticide dispersal equipment shall be clearly and plainly marked with "DANGER"... "PESTICIDES".

2.4.4. GOVERNMENT PESTICIDE INSPECTION.

Pest Control Quality Assurance Evaluator (PCQAE). PCQAEs are Contractor Surveillance Representatives specifically trained in pest control technology to perform oversight of the pest control contractor. The PCQAE has authority to stop the pest control operation/pesticide use if:

The pest control operation endangers or is hazardous to the environment, or
The pest control operation endangers or is hazardous to humans or animals,
or

The pest control operation is in violation of the pesticide label, or a Federal, state, or local law or any Naval regulation as noted in this contract, or

The pest control operation is in violation of this contract.

Stopped pest control operations will be reported immediately to the COR. Pest control operations will not be permitted to be resumed until the problem/deficiency has been corrected."

2.5 PESTICIDE USE REDUCTION AND INTEGRATED PEST MANAGEMENT.

The Department of Defense has set a strategic goal to reduce overall pesticide use by 50%. We believe that Integrated Pest Management (IPM) techniques are the way to achieve this. IPM uses all applicable management techniques including physical, mechanical, biological, cultural, and chemical. The total reliance on chemical controls (as in the past) is not applicable. The combination of methods that produces effective long term control at a reasonable price with least reliance on chemicals is selected.

The Contractor is urged to use IPM. IPM can benefit the Contractor. Mouse-proofing a residence may take more time up-front compared to setting out baits, but may take less time overall especially considering call-backs for unsatisfactory control.

The Contractor is urged to use less toxic materials or target specific pesticides. It may take less time to spray baseboards in a galley than to apply multiple paste baits. However, baits are applied less frequently than liquids, baits do not wash away in cleaning, and baits have been proven effective.

IPM can benefit the Contractor by providing long term control of pests, resulting in less call-backs. It is expected that the Contractor shall use IPM techniques whenever possible.

2.5.1 Specification Changes. The Contractor shall recommend specification changes to the COR whenever:

- a. Newer, safer, and more effective methods become available.
- b. More selective pesticides become available.
- c. Less toxic pesticides become available.

2.6 Notification of Actual or Potential Pest Problems. The Contractor shall report to the COR any evidence of pests or conditions conducive to pest infestation at the time such condition is first noticed. Examples of some of the conditions conducive to pest infestations are:

poor sanitation,

lack of proper pest exclusion, or
incidental pest attractants.

A memo should be prepared by the Contractor and submitted to the Government Representative within 48 hours of noticing the problem.

2.7 Safety Requirements.

2.7.1 Pesticide Spills and Decontamination. The Contractor shall be responsible for properly cleaning, decontaminating, and reporting pesticide spills as specified by the DoD Pesticide Spill Prevention and Management Manual TIM #15 (attachment ?) and the NRL Instruction 6240.6 series. The NRL environmental coordinator and the Spill Response Team shall be immediately notified.

2.7.2 **Pesticide Vehicles.**

2.7.2.1. Safety Equipment. Vehicles used to transport pesticides shall be equipped with a fire extinguisher, a spill and decontamination kit capable of handling the maximum amount of pesticide transported at any given time, a personal eye wash station, at least 2 gallons of emergency wash water for personal decontamination, and a first aid kit. Pesticides shall not be transported in the cab of the vehicle.

2.7.2.2. Security. All pesticides carried on vehicles shall be secured (locked compartments or locking tank lids) at all times on the installation. Vehicles shall not be left unattended at any time unless properly locked and secured.

2.7.2.3. Identification. Pest control vehicles will be marked with the owner's or Contractor's name clearly identified as a pest control vehicle with letters at least three inches tall. Each vehicle shall display a valid state license plate, valid safety inspection sticker, applicable Department of Transportation placarding, and other identification markings as required by state, Federal, or local regulations.

2.7.2.4. Appearance. All vehicles shall be maintained with a clean and orderly appearance, free from observable pesticide spills residues, or build-up. Vehicles shall not be cleaned or washed on Government property.

2.7.3. Occupied Spaces. Liquid or aerosol pesticides shall not be applied in occupied spaces. An "occupied space" is any indoor area where people are present. Liquid pesticides are defined as any pesticide that passes through a nozzle. Aerosol pesticide can be generated from pressurized cans or by machines. Dust pesticide formulations shall not be applied in occupied spaces if the dust can be carried by air currents to people. Injectable (dab) baits, cockroach and ant bait stations, or other pesticide formulations that do not volatilize or carry on air currents may be applied in occupied spaces (example: applying boric acid dusts to the interior of wall voids, or placing ant bait stations).

2.7.4. Reentry Times, Hazard Warnings, and Adequate Ventilation. If liquid pesticides are applied, people shall not be permitted to re-enter the area until the pesticide has dried. The contractor shall post signs stating when people may re-enter a treated area. If the pesticide applied is hazardous to humans, a hazard warning sign shall be posted advising occupants that the pesticide being used may be hazardous to their health. If an area has been treated and all ventilation has been turned off, ventilators shall be restarted prior to people re-entering the structure and the room(s) aired out to the satisfaction of the PCQAE prior to people re-entering the area.

3.0 SPECIFIC FUNCTION REQUIREMENTS. Whenever the Contractor provides any pest control service to a CBD building, structure, or grounds area, the following procedure shall be used.

1. A complete inspection shall be made of the site.
2. Identify pests, visible pest damage, or any potential for pest infestation.
3. Determine the extent of the pest problem.
4. Render treatment as appropriate to control, prevent, or otherwise mitigate the pest(s).
5. Evaluate the effectiveness of the treatment.
6. Complete the NOFORMS Format computer based reporting for any pest control function performed.

3.1 Household Pest Control.

3.1.1 Unscheduled Pest Control Service. The Contractor shall provide pest control service for the control of roaches, ants, silverfish, spiders, other arthropods, and rodents such as mice and rats. After pest control treatments have been completed, the Contractor shall place survey style sticky traps in the treated area. At least one sticky trap per 200 square feet of treated area shall be placed. The contractor shall return 48 hours after the survey sticky traps were set, and examine these traps to determine the effectiveness of control procedures. These results shall be recorded (on the NOFORMS Computer Format). The records shall be available to the PCQAE for inspection at any time and shall be turned in with the invoice.

3.1.1.1 Control Methods. The Contractor shall utilize regular industry practices by applying pesticides and/or other methods to obtain the control required. The

Contractor is urged to use Injectable (dab) bait formulations and ant and cockroach bait stations. If ant or cockroach bait stations or bait dabs are used, the contractor is not required to place survey sticky traps or return in 48 hours to evaluate the effectiveness of the results, because bait formulations are slower acting. However, the Contractor is required to return within 30 days and evaluate the results of the bait placements, record the results on NOFORMS and turn in these this data with the invoice.

3.1.1.2 Location and Frequency.

(1) Pest control services shall be ordered by the COR on an on-call basis.

(2) All buildings and structures included for pest control services are listed in Tab A. Requests for this service average 1 - 3 per month.

3.1.1.3. (1) Structures with Food Handling Facilities: Arthropod Management

GENERAL REQUIREMENTS: The Contractor shall prevent/control all arthropod pests in food handling establishments. Arthropod pests include, but are not limited to, cockroaches, ants (including carpenter ants), silverfish, centipedes, fleas, spiders, stored product pests, etc..

METHODS OF TREATMENT	ACCEPTABLE LEVELS OF CONTROL
<p><u>Survey:</u> All service shall start with a survey to determine the pests present and the location of their harborage areas. The Contractor may use pyrethrum flushing agent, sticky traps, or other survey techniques as applicable.</p> <p><u>Management:</u> Use non-chemical and chemical management techniques.</p> <p><u>Non-Chemical Management:</u> Caulk, grout, or seal cracks, crevices, entranceways, harborage entrances, etc. Report sanitation and major structural problems to the COR in a simple hand-written report.</p> <p><u>Chemical Management:</u> (a) Cockroach and ant bait stations and gel bait</p>	<p><u>Time Period to Obtain Control:</u> 1 week of initial treatment.</p> <p><u>Time Period to Maintain Control:</u> 4 weeks of initial treatment</p> <p><u>Level of Control:</u></p> <p>Cockroaches. Three or more cockroaches at any stage of development per room per survey, or one or more egg capsule (either loose or attached to a female) per room per survey, shall require retreatment of the room by the Contractor at the Contractor's</p>

<p>formulations shall be the primary chemical control tool used for cockroach and ant management. In addition to baits, or for other arthropod pests, the Contractor may apply (by crack and crevice technique only) a residual liquid pesticide or dust to all known or suspected harborages, feeding sites or passageways, including but not limited to utility lines pipe chases, drain line accessways, under and behind baseboards, behind cabinets, and other crevices. If the pesticide label permits, spot treatments (2 square feet) may be performed under dishwashers and refrigerators or behind stoves and other equipment. The Contractor shall ALWAYS use an insect growth regulator tank-mixed with any liquid residual pesticide(s). Baseboard spraying is prohibited.</p> <p>(b) The Contractor may perform space treatments (ULV or aerosol fogging) in false ceilings, wall voids, crawlspaces, and other areas where food is NOT prepared, served, or stored. Space treatments shall be scheduled when all occupants are absent from the building. Contractor personnel shall monitor the application to ensure that the building is vacant throughout the treatment time except for protected workers. After treatment, windows shall be opened, and the building shall be ventilated until the Contractor determines it is safe to re-enter.</p> <p>(c) Adjacent areas to infested areas may be treated as needed to control existing infestations. The scope and type of treatment shall be at the Contractor's discretion but does not constitute an additional or added service call.</p>	<p>expense. The PCQAE may conduct surveys using flushing agents, sticky traps, or visual surveys. Validated customer complaints are valid survey information.</p> <p>Ants. Five or more ants per room per survey shall be cause for re-treatment of the room at the Contractor's expense. The PCQAE may use sticky trap or visual surveys. Validated customer complaints are valid survey information.</p> <p>Other Arthropod Pests. Three or more miscellaneous arthropod pest (not including cockroaches or ants) per room per survey shall be cause for re-treatment of the room at the Contractor's expense. PCQAE survey techniques shall be the same as those for "Ants" listed above.</p>
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3.1.1.3. (2) Structures (NoN-Food Handling Facilities) and Warehouses: Arthropod Management

GENERAL REQUIREMENTS: The Contractor shall prevent and control nuisance arthropod pests in buildings and structures including, but not limited to, cockroaches, ants, (including carpenter ants) silverfish, spiders, crickets, flies, centipedes, box elder bugs, and mites.

METHODS OF TREATMENT	ACCEPTABLE LEVEL OF CONTROL
<p><u>Survey:</u> All service shall start with a survey of the area to determine the pests present the location of their nesting areas. The Contractor may use pyrethrum flushing agent, sticky traps, flashlight surveys, or other survey techniques as applicable.</p> <p><u>Management:</u> Use non-chemical and chemical management techniques.</p> <p><u>Non-Chemical Management:</u> Caulk, grout, or seal cracks, crevices, entranceways, harborage entrances, etc. Report sanitation and food storage practice deficiencies, and major pest proofing deficiencies to the COR in a simple hand written report.</p> <p>Indoors: Spiders, Centipedes, Crickets, Ground Beetles, Box Elder Bugs, and Occasional Nuisance Indoor Invaders: Use vacuum cleaners to cleanup debris and the insects. Pesticide use is prohibited for their control.</p> <p><u>Chemical Management:</u> Indoor Cockroaches and Ants: Bait stations and gel bait formulations shall be the primary chemical control tool used. In addition to bait use, the Contractor may apply (by crack and crevice technique only) a residual pesticide spray to known or suspected harborage areas. The Contractor may also spot treat (2 square feet) areas under machinery etc. or behind stationary equipment. The Contract shall use an insect growth regulator tank-mixed with residual all liquid formulation pesticides. Dusts formulations may be used on porous cement, in wall voids, and other areas where applicable. Baseboard spraying is prohibited.</p> <p>Adjacent areas may be treated as needed to control existing infestations but does not constitute</p>	<p><u>Time Period to Obtain Control:</u> 1 week of initial treatment.</p> <p><u>Time Period to Maintain Control:</u> 4 weeks of initial treatment</p> <p><u>Level of Control:</u></p> <p>Cockroaches. Three or more cockroaches at any stage of development, or one or more cockroach egg capsule (either loose or attached to a female), per room, per survey shall require retreatment of the room by the Contractor at the Contractor's expense. Inspection surveys may be conducted using flushing agents, sticky traps, or visual surveys. Validated customer complaints are valid survey information.</p> <p>Ants. Five or more ants per room per survey shall be cause for re-treatment of the room at the Contractor's expense.</p> <p>Other Arthropod Pests. Three or more miscellaneous arthropod pest (not including cockroaches or ants) per room per survey shall be cause for re-treatment of the room at the Contractor's expense.</p>

an additional or added service call.

Outdoor Perimeter Treatments: Perimeter treatments may be performed for all pest species who nest outside, and invade indoors. Granular baits or residual sprays may be applied in a three-foot wide band and one foot up foundation walls around exteriors of structures.

3.1.1.3 (3) Rodent Management in and around Buildings and Structures

GENERAL REQUIREMENTS: Prevent and control rodents indoors or within 75 linear feet of the exterior walls of designated buildings and structures. Rodents pests include, but are not limited to Norway rats, roof rats, house mice, and field mice.

METHODS OF TREATMENT	ACCEPTABLE LEVEL OF CONTROL
<p><u>Survey:</u> All service calls shall start with a survey of the area to determine the pests present and harborage locations. Rodent signs include burrows, rub marks, fecal droppings, and runways, gnaw marks, tracks, or other signs of rodents.</p> <p><u>Management:</u> Use non-chemical and chemical management techniques. Control efforts outdoors (within 75 linear feet of the building exterior) for indoor problems or in adjacent structures does not constitute an added service call or charge. If rodent harborages are noted further than 75 linear feet from exterior walls of designated structure, report the problem to the COR.</p> <p><u>Non-Chemical Management: Food Areas:</u> Rodenticides will not be used in areas where food is prepared, served, or stored without special approval from the COR. Sticky board traps, snap traps and other mechanical traps may be used as needed. Traps shall be serviced daily during rodent trapping operations. Removal and disposal of rodent carcasses is considered a normal part of rodent control and does not constitute an added service call or charge. Caught rodents shall not be left in traps for longer than 24 hours. Perform rodent proofing as needed to effect harborage elimination. Stuff holes, seal-off rodent entrances etc.. Report sanitation problems, major structural deficiencies, and lack of rodent-proof food storage containers to the COR</p> <p><u>Chemical Rodent Management:</u> Rodenticides may be used in crawl spaces, basements, and other areas as long as food is not served, stored, or prepared in those areas. Rodenticide bait shall be placed only in distinctly marked, tamper-proof bait stations inaccessible to adults, children, pets and non-target species, or in burrows. Rodenticide pellet formulations are not</p>	<p><u>Time Period to Obtain Control:</u> 10 days of initial treatment.</p> <p><u>Time Period to Maintain Control:</u> 30 days of initial treatment</p> <p><u>Level of Control:</u> Complete elimination of rodent infestations is required. Signs of rodents identified during subsequent Contractor surveys, or Government inspections, will require that the Contractor retreat at her/his own expense. Rodent signs include rodent droppings, freshly gnawed holes in screens or other media, urine stains, commodity damage, new or reopened burrows, active runways, fresh tracks, or actual sightings.</p>

<p>allowed. Only solid block (extruded) rodenticide formulations may be used. If rodenticides are used outdoors to assist indoor operations, only anticoagulant rodenticides shall be used. Rodenticide selection indoors is by the Contractor (one approved by the ACO). All rodent baits should be replaced as needed to keep bait acceptance high. Moldy or otherwise unacceptable bait, spillage, and all dead and dying rodents shall be removed and properly disposed of as a normal part of rodent control operations. All poisoned rodents shall be quickly collected to minimize the potential of secondary poisoning. Removal of rodent carcasses shall be considered as a normal part of rodent control and shall not constitute a extra service call. If carcasses cannot be located, a suitable odor neutralizer shall be applied. The acceptable level of odor from dead rodents shall be determined subjectively by the Government Official.</p>	
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3.1.3 Annual Termite Inspections. The Contractor shall inspect all buildings listed in Tab B annually. Contractor shall prepare a schedule (CDRL A023) for termite inspections and submit it to the COR or designated QAE within 45 days after contract start. A trained Government QAE Inspector shall accompany the Contractor on this annual inspection.

3.1.3.1 Annual Inspection Termite Report. Attachment (2) provides guidance and procedures for termite and other wood destroying organism inspections and reports.

3.2 Vegetation Control.

3.2.1 Weed Control by Application of Herbicides/Growth Regulators or Mechanical Means. The Contractor shall control pest vegetation for the growing year.

3.2.1.1 Control Methods. The Contractor shall use standard industry practices to control unwanted vegetation including mechanical, cultural, and chemical.

3.2.1.2 Location, Size, Frequency.

(a) Vegetation control shall be accomplished along all fencelines and walls (including perimeter, security, transformer enclosure compound, and all other fences) at CBD. The Contractor should use standard industry practices to maintain a vegetation free zone which is not over a total of eight (8) inches wide: four (4) inches on either side of the fence.

(1) Size/Quantity: Approximately 17,900 linear feet (LF) including 1278 LF at Tilghman Island.

(2) Frequency: Vegetation control shall be provided year-round.

(b) Vegetation control shall be accomplished along the perimeter at the bases of all buildings and structures at CBD. The Contractor shall use standard industry practices to control vegetation around buildings including mechanical, cultural, or chemical controls. If herbicides are used, the band width of herbicide used shall not exceed four (4) inches from the base of the building.

(1) Size/Quantity: Approximately 88 buildings and 92 structures (including those at Tilghman Island).

(2) Frequency: Control services shall be provided during the period of 1 April to 31 Oct.

(c) Control shall be accomplished around the bases of other miscellaneous items at CBD including all utility poles, manhole and handhole covers, and signposts, as required. The Contractor may apply an approved herbicide, effective not over a width of four (4) inches around the base of each item.

(1) Size/Quantity: Total quantity is described below.

Utility Poles: 10
Manhole/Handhold Covers: 193
Signposts: 85

(2) Frequency: Control services shall be provided during the period of 1 April to 31 Oct.

(d) Pavement Crack and Joint Vegetation Control. All vegetation growing in the cracks and joints of paved roads, their curbs or adjacent walks, shall be controlled. The Contractor shall use standard industry practices. Control is considered to be the complete lack of vegetation.

(1) Size/Quantity: Approximately 6.0 miles of roadway requires control of weeds or vegetation.

(2) Frequency: Control services shall be provided during the period of 1 April to 31 Oct.

3.2.1.3 Minimal Acceptable Level of Control. Designated areas shall remain vegetation free during the specified time period.

3.3 Carcass Removal. All dead or dying rodents or other non-game animals resulting from pest control operations shall be removed from the installation and disposed of in accordance with local ordinances. Recovery and disposal shall be made within 24 hours after notification of the presence of dead or dying animals. Game animals shall be buried on station in area designated by the COR. In the event that noxious odors indicate the presence of dead rodents or other animals in inaccessible areas, the Contractor shall make every effort to locate and remove the carcass and will apply an effective neutralizer at the time of discovery or within four (4) hours after notification of such a condition, during normal duty hours. Requests average five (5) times a year for this service.

4.0 RECORDS AND REPORTS. The Contractor shall maintain, complete and submit all such records and reports herein specified. Records shall also be maintained in accordance with applicable Federal regulations and State of Maryland law.

4.1 Monthly Pest & Herbicide Control Logs. Logs shall be maintained at CBD daily as operations are performed (CDRL A019). All operations, both chemical and non-chemical, shall be recorded on the log within 24 hours of completion of daily activities. The Contractor shall prepare and submit a copy of the Pest Control Log, CBD Form #3520/11 and Herbicide Control Log, CBD Form #3520/12 at the beginning of each month.

4.2 NOFORMS Pest Management Reporting. The Contractor shall prepare, submit, and maintain daily records of all control operations, including surveys, and chemical and non-chemical controls, using the NOFORMS Computer based reporting system. There shall be one entry for each operation. The entries for all operations shall be completed within 24 hours after the operation.

A 3 ½" disk of the NOFORMS program and directions for use can be obtained from the COR. All software will be provided free of charge by the Navy. Disks submitted to the COR with the monthly data become the property of the Navy.

A 3 ½" floppy disk with completed pest management data shall be made available for inspection and shall be forwarded to the COR with that month's invoice. Pest Management data which is rejected by the COR due to improper preparation, shall be resubmitted by the Contractor at no additional cost to the Government. Contractor failure to submit proper records for the month may be grounds for delayed or non-payment of the invoice by the Government until the pest management records are submitted correctly.

4.3 Inspection by Regulatory Agencies. The Contractor shall notify the COR immediately by phone of any inspection visit by an agent(s) of any regulatory

agency at any time, occurring on the installation. This notification shall include inspections by agencies covering any functional area included in the scope of this contract. The Contractor shall report in writing to the COR (CDRL A022) within 24 hours after the inspection: the name(s), identification, title(s) and number(s), and agency(s) of the inspector(s), and the reasons for the visit. The Contractor shall also submit a copy of all reports issued to the Contractor, and thereafter as further reports are received. If samples are obtained, the Contractor shall obtain like samples, signed by the Inspector as like samples, to be submitted to the COR with the written report. In no case shall inspectors be allowed to proceed with any inspection on the installation without proper identifications and authorization of the COR.

5.0 Indefinite Quantity Work

Requests for these services average 50 hours per year.

5.1 Nuisance Pest Control. Provide control of occasional invasion of nuisance pests to include birds, removal of bird nesting material, removal and cleanup of bird droppings and debris; control of bees, wasps, removal of nests; control of ticks, fleas, crickets, etc. as ordered by the COR.

5.1.1 Control Methods. The Contractor shall utilize regular industry practices by applying pesticides and/or other methods to obtain the control required.

5.1.2 Location, Size, Frequency. The locations at which unscheduled services shall be required may be any of the facilities at CBD. Historically, approximately 6 pest control problems of this type require services on an annual basis.

5.1.3 Minimal Acceptable Level of Control.

(a) Arthropods Other Than Cockroaches. Control shall be established within a ten (10) day treatment period and maintained for 30 days from beginning of treatment. Section 3.1.1.3.(2) forward procedures and criteria for indoor treatments.

(b) Birds. The prevention of nesting, and roosting shall be established within a thirty (30) day period and shall remain for an additional 60 days thereafter.

5.2 Termites. The Contractor shall control termites infestations at the direction of the COR. Historically, two treatments have been performed each year at NRL-CBD, however, that is not a guarantee of how many will be required.

Attachment (2) provides guidance for termite procedures and control.

5.3 Other Wood Destroying Organisms. The Contractor shall control other wood destroying organisms upon notification by the COR. Other wood destroying

organisms include but are not limited to carpenter ants, powder post beetles, old house borers, carpenter bees, and wood decay fungi. It is estimated that 2 treatments per year will be needed.

5.3.1 Control Methods. Control procedures and levels of control are enclosed in attachment (2).

5.4 Ornamental Plants, Flowers, Shrubs, and Tree Pest Control. The Contractor shall provide control of bagworms, armyworms, tent caterpillars, sod-webworms, spider mites, clover mites, lace bugs, Japanese beetles, aphids, and other similar type pests on all bedded ornamental plants, flowers, shrubs, and trees.

5.4.1 Control Methods. The Contractor may use handpicking or other mechanical means or approved pesticide sprays, dusts, granules, or baits and apply same using regular industry practices and methods to obtain the control required.

5.4.2 Minimal Acceptable Level of Pest Control. Minimum control is defined as prevention or reduction or elimination of the pest population to a point where no damage is being done to the host plant(s). "Control" shall be obtained within 30 days of treatment shall be maintained for an additional 30 days (i.e. 60 days of treatment)

5.5 Other Miscellaneous Pest Control.

5.5.1 Special Services. The Contractor shall provide services consisting of immediate response to control live or dead pests other than those types of pests indicated in paragraph 5.1 including poisonous and non-poisonous snakes, foxes, raccoons, skunks, or other invertebrates.

5.5.2 Control Methods. The Contractor shall control pest vertebrates at the direction of the COR. Pest vertebrates include, but are not limited to, skunks, raccoons, snakes, lizards, possums, cats, squirrels, and dogs. The Contractor will use cage-style live traps or other humane techniques that generally do not harm animals. Sticky boards may be used to capture snakes. Leg hold traps, snare traps, or other traps which may harm the animal will not be used. Captured dogs and cats will be delivered to the local animal shelter. It is illegal to transport off-base and release captured animals that can transmit rabies. At the direction of the COR, potential rabies carriers will either be released (provided they look healthy and are acting normally) after pest exclusion has been completed or humanely euthanized in accordance with State laws. Dead pests/carcasses shall be removed as set forth in paragraph 3.4. At the direction of the COR, animals that do not transmit rabies will either be transported to another part of the base and released or humanely euthanized in accordance with State laws. Permits for the control of vertebrate pests shall be obtained and a copy provided to the COR prior to any control actions.

5.5.3 Location and Frequency. Location may be anywhere at CBD. Estimated frequency is three (3) problems per year. Tilghman Island is not routinely included as a potential location; however, it is not excluded from this requirement.

5.5.4 Acceptable Level of Control.

(a) Live poisonous snakes: Death and removal of carcass in accordance with paragraph 3.4.

(b) Live non-poisonous snakes: Live trapping, removal from location and release into forest area at Southwest corner of CBD.

(c) Live animal pests: Live trapping, removal from location and release into forest area at Southwest corner of CBD.

5.5.5 Required Contractor Response Time. The Contractor shall provide qualified personnel on the reported location of the problem in accordance with the requirements of Section C. Once response has been made, the Contractor shall provide continuous service to obtain the desired level of control.

6.0 GOVERNING DIRECTIVES. The Contractor shall comply with the applicable portions of the documents listed below:

6.1 State of Maryland Pesticide Law: Title 15 MD Dept. of Agriculture; Regulations Pertaining to the Pesticide Applicator's Law.

6.2 Public Law 91-190. National Environmental Policy Act (NEPA) of 1969.

6.3 Public Law 92-516. Federal Insecticide Fungicide and Rodenticide Act (FIFRA) as amended.

6.4 Public Law 93-205. Endangered Species Act of 1973.

6.5 Public Law 94-580. Resource Conservation and Recovery Act (RCRA) of 1976.

6.6 Executive Order 11752, Prevention, Control, and Abatement of Environmental Pollution at Federal Installations, 17 December 1973.

6.7 Department of Defense Directive 4150.7 - Department of

Defense Pest Management Program.

6.8 Department of Defense Technical Information Memorandum No. 14 - Protective Equipment for Pest Control Personnel, 1978.

6.9 Armed Forces Pest Management Board Technical Information Manual (TIM) No. 15. Pesticide Spill Prevention and Management.

6.10 OPNAV 5090.1B Ch-2 - Environmental Protection Manual.

6.11 NAVFAC Instruction 6250.4B - Pest Control Operations in the Naval Shore Establishment.

PEST CONTROL SERVICES

Attachment (2)

SUBTERRANEAN TERMITE AND OTHER WOOD DESTROYING ORGANISM INSPECTION AND CONTROL

The Contractor shall inspect for and control infestations of subterranean termites or other wood destroying organisms upon notification by the COR.

I. INSPECTIONS.

A. SERVICE. The Contractor shall provide complete inspections of housing units, garages, and other structures as designated by the COR to determine infestations or damage to wood structural components or other wood which may be caused by termites or other structural or wood infesting pests. The inspections shall include both the indoor and exterior of buildings and structures and any attached fences, sheds, carports, etc. The interior inspections shall include the complete first floor and all basements and crawlspaces. The Contractor shall also inspect for conditions which will promote attack by structural pests to wood, such as poor drainage, wood in ground contact, etc. Use of sounding and probing tools should be the primary method. Other methods may include, but are not limited to use of moisture meters, auditory meters, and termite dogs.

B. REPORTS. A written Termite/Wood Destroying Pest Inspection Report shall be completed for each unit inspected (Form DD 1070). A sketch on graph paper (to reasonable scale) of the building footprint with areas of infestation(s) clearly marked shall accompany the DD 1070. Reports shall be forwarded to the COR within 5 days after the units are inspected.

II. TERMITE CONTROL.

The Contractor shall control infestations of termites at the direction of the COR.

A. ACCEPTABLE TERMITICIDES. Termiticide shall be a water-based emulsion of a product containing one of the following active ingredients: chlorpyrifos, isofenphos, cypermethrin, permethrin, or fenvalerate.

B. TERMITICIDE APPLICATION. Termiticides shall be applied in accordance with label directions, and all federal, state, local, and applicable regulations. At the time of soil treatment application, the soil shall be in a condition with low moisture content to allow uniform distribution of the treatment solution throughout the soil. The Contractor shall not apply pesticide during or immediately following heavy rains, or when conditions will cause runoff and create an environmental hazard.

C. ACCEPTABLE TERMITICIDE CONTROL PROCEDURES. The Contractor shall deliver termiticides to the project site in original containers bearing original labels or reasonable facsimiles thereof. Diluent shall not include any other pesticide residues or rinse water. On-site filling operations shall be under the direct and continuous observation of a contractor's representative to prevent overflow. Water for formulating shall be drawn only from a site(s) designated by the COR. A back flow preventor meeting local plumbing codes/standards shall always be used.

The application shall establish a continuous soil treatment barrier. No pesticides shall be applied to the soil beneath a plenum air space. Pesticides shall not be applied until the location of heat and air conditioning ducts, vents, and water, sewer, and plumbing lines are known and identified. Extreme caution must be taken to avoid contamination of these structural elements and airways.

Areas requiring treatment may include portions of foundation slabs, hollow masonry units of the foundation, expansion joints or cracks in foundation slabs, interior and exterior foundation perimeters, crawl spaces, wood construction contacting soil and posts, pillars, and piers with respective footings as applicable. Foams that aid in the dispersion of termiticides are permitted.

1. **PREPARATION**. During preparation, and/or application of pesticides, the Contractor shall:

Use application equipment appropriate for the nature and size of work, that is clean, calibrated, and in proper operational condition; and

Never leave equipment unattended during use; and

Inspect equipment (per manufacturer's label) and the area during application to insure proper and safe treatment; and

Keep safety equipment and spill kit available.

2. **DISPOSAL.** The Contractor shall dispose of all excess pesticides, pesticide rinse water, empty pesticide containers, and any pesticide contaminated article in accordance with the label and applicable state and Federal regulations. Pesticides, pesticide containers, pesticide residue, pesticide rinse water, plastic sheeting or any pesticide contaminated article shall not be disposed of on the installation.

3. **SPILLS AND DECONTAMINATION.** The Contractor shall be responsible for properly cleaning, decontaminating, and reporting pesticide spills as required by federal, state, installation regulations, and this contract.

D. BORATES IN ADDITION TO TERMITICIDES. Wood protectant termiticides (pesticide sprayed directly on to the wood to protect it) containing borates (active ingredient) are permitted. However, the wood protectants may be only be used in addition to the normal industry practice of soil treatment.

E. TERMITE CONTROL WARRANTY. The Contractor shall furnish the COR with a five year written warranty against existing and new infestations from subterranean termites for the areas treated. The warranty shall also state that the chemical concentration, rates, and method of application complied with the EPA label. The warranty period will commence from the date of acceptance by the COR. A detailed structural assessment shall be made by the Contractor with concurrence by the COR prior to initial treatment for reference at a later date, should there be any questions of subsequent damage. Damages resulting from subterranean termite infestation within a period of five years from the date of acceptance will be repaired at the Contractor's expense. If infestation should occur in the treated building within the five year warranty period, the soil shall be retreated to exterminate all infestations at the Contractor's expense.

F. ACCEPTABLE LEVEL OF CONTROL. Infestations of termites shall be controlled within 14 days. Visual sighting of pests or additional damage after this period shall be grounds for retreatment at the Contractor's expense.

III. STRUCTURAL PEST CONTROL (EXCLUDING TERMITES)

A. PESTICIDES. The Contractor shall apply an EPA registered pesticide labeled for wood infesting organisms and the site

at the direction of the COR. Carpenter ants and carpenter bees should be controlled through nest eradication. Ant bait stations can be used until the location of the next can be identified and destroyed. Wood injection systems can be used to deliver pesticides into wood that is infested with powder post beetles, old house borers, or other wood infesting pests. Borates or other suitable EPA registered pesticides may also be used.

Pesticides shall be applied as required based on survey information to areas where pests have been found. Care should be taken of wood surfaces that may be stained by pesticides. The following pesticides may be used either for wood injection or wood coating: chlorpyrifos, borates, carbaryl, and permethrin. Liquids or dusts may be used.

Known insect galleries should be injected with a labeled insecticide. Other infested wood may be surface treated with a labeled insecticide, provided that the application does not mar the surface of finished wood.

B. ACCEPTABLE CONTROL PROCEDURES. All work will be performed in conformance with these contract specifications. Highest industry standards apply.

C. CONTROL WARRANTY. The Contractor shall furnish the COR with a five year written warranty against existing and new infestations from wood infesting organisms (excluding fungus) for the areas treated. The warranty period will commence from the date of acceptance by the COR. A detailed structural assessment shall be made by the Contractor with concurrence by the COR prior to initial treatment for reference at a later date, should there be any questions of subsequent damage. Damages resulting from wood destroying organism infestations within a period of five years from the date of acceptance will be repaired at the Contractor's expense. If infestations should occur in the treated areas within the five-year warranty period, the wood/area shall be retreated at the Contractor's expense.

D. ACCEPTABLE LEVEL OF CONTROL. Wood destroying organism (excluding fungus) infestations shall be controlled within 60 days. Visual sighting of pests or additional damage after this period shall be grounds for retreatment at the Contractor's expense.

PERFORMANCE ORIENTED WORK STATEMENT

OIL SPILLS AND HAZARDOUS WASTE CLEAN-UP SERVICES

- 1.0 SCOPE OF WORK. The Contractor shall provide the necessary support personnel to control and abate hazardous substance and oil/fuel spills. These services shall be conducted on land and water areas at CBD and Fishing Creek Harbor, (not out on the waters of the bay) in accordance with the guidance of the COR.
- 2.0 PERSONNEL QUALIFICATIONS. The Contractor shall have at least two employees that have had training in hazardous substance (i.e.: paint thinners, water treatment chemicals, fuels/oils, etc.), clean-up and control. Training shall be a minimum of two (2) days through a course approved by the Maryland Department of the Environment. All contract employees shall have informal training and shall be capable of conducting clean-up operations as defined in Paragraph. 4.1.
- 3.0 DESCRIPTION OF POTENTIAL SPILL AREAS.
- 3.1 Fuel Tanks and Refilling Facilities. There are 25 above ground tanks and one (1) underground tank at CBD and the Navy Dock. Tanks are listed in Tab A of this enclosure.
- 3.2 Transformers. There are 34 oil filled transformers located on the main site. There are 5 PCB contaminated transformers included in this list. There are no PCB transformers on CBD. Transformers are listed in Tab B of this enclosure.
- 3.3 Bldg. 75 Water Treatment Chemicals. Approximately 110 gallons of chemicals will be stored and used in the basement mechanical room. Chemicals are used to treat cooling tower and chilled water. Material Safety Data Sheets (MSDS) are available for existing stock.
- 3.4 Bldg. 79 Water and Oil Treatment Chemicals. Approximately 165 gallons will be stored and used at the boiler house. MSDS are available for existing stock.
- 3.5 Bldg. 15, Garage. A variety of lubricating and hydraulic oils, battery acid, coolants and degreasers, normally used for vehicle maintenance, are stored and used at the garage.
- 3.6 Navy Dock. Bilge water/oil, new and used oil, and solvents are kept at Navy Dock.
- 3.7 Bldg. 76 Hazardous Waste Storage Container. A portable building is used as a storage area for hazardous waste and bulk storage of unused chemicals. The bulk of wastes stored would be spent paint thinners, expired shelf life

paints/varnishes, oily rags, batteries. Government personnel maintain inventory of this container.

3.8 Fire Test Facility in West Field. All pads, piping, pits and tanks associated with this facility have the potential for spills.

4.0 SPECIFIC FUNCTIONAL REQUIREMENTS.

4.1 Hazardous Substances and Oil Spills. The Contractor shall provide the following services, as appropriate, to the nature of the spill.

(a) Conduct inspections to identify and determine the source(s) and nature of the spill including type of substance, flow path(s), etc.

(b) Take immediate action to stop the spill.

(c) Take immediate action to contain the substance spilled and prevent further flow through sewers, drains, into ground, etc. Remove the substance using absorbent materials. Remove contaminated absorbents and contaminated soil and store in location designated by COR. (Small amounts will be stored in Bldg. 47.)

(d) Temporarily block sewage or storm drainage piping and structures to stop substance flow, conduct subsequent cleaning and clearing operations after control of spill.

(e) Take other actions as required to assure safety of personnel, equipment, and utilities, and return all affected areas to their original uncontaminated condition.

The Contractor shall train all employees in the cleanup plan and the requirement to immediately report all spills to the Employee's supervisor and the COR for immediate implementation of spill control and cleanup operations. Spill operations will be the subject of close and continuing inspection by the Government to assure responsiveness and effectiveness of all Contractor services.

4.2 Proper Labeling and Storage. The Contractor shall ensure that drums, containers, boxes, etc., containing a hazardous material or waste are properly labeled and stored. The Contractor shall attach the NRL Hazardous Waste Label (NDW-NRL 6240/2509) to containers containing hazardous waste.

4.3 Spill Equipment. The Contractor shall maintain, for immediate use, an adequate supply of materials to clean up a moderate (50 gallons or less) spill. Soda ash or similar neutralizers shall also be maintained for a small (10 gallon or less) spill. Spill response material shall be stored in Bldg. 47.

4.4 Degreasing Tank at Bldgs.15 & 79. The Contractor shall utilize the Government furnished degreasing tank and solvent rental service. Solvents not furnished by the rental company will not be disposed of in the tank.

4.5 Material Safety Data Sheets (MSDS). The Contractor shall furnish MSDS for chemicals, solvents, and oils used and shall post at the location used for personnel to review.

5.0 CONTRACTOR LIABILITY. The Contractor shall provide cleanup and correction services for all damages resulting from spills arising from the actions, negligence, or incompetence of his employees. This will extend to all shore and water cleanup costs and correction of damages realized.

6.0 Oil Spill Recall List. The Contractor shall provide a list of at least three (3) employees that will be available for emergency service within 15 working days after start of contract.

Indefinite Quantity Work.

7.0 Out of Hours Emergencies. Emergency service shall be accomplished whenever required and shall be carried to completion without interruption, regardless of normally scheduled working hours, weekends or holidays. The Contractor shall respond to all such emergency service calls as specified in Section H.

8.0 GOVERNING DIRECTIVES.

8.1 Used Oil and Solvents Management Study dated 10-31-88

8.2 Environmental Annotated Code of Maryland

8.3 NRLINST 5100.13C, NRL Safety and Occupational Health Manual

8.4 OPNAVINST 6240.1A, Navy Environmental and Natural Resources Program

8.5 NRLINST 6240.2G, NRL Environmental Protection Program

8.6 NRLINST 6240.4E, Hazardous Waste Management Plan

8.7 NRLINST 6240.5A, NRL Oil & PCB Spill Contingency Plan

8.8 NRLINST 6240.6D, NRL Hazardous Substance Spill Plan

TAB-A

CBD FUEL TANKS

TANK #	G ALLONS	CON TENTS	LOCATION	PLA CEMENT
C-111	15,000	#4 OIL	W OF BLDG 79	ABOVE GRD
C-149	15,000	#4 OIL	W OF BLDG 79	ABOVE GRD
C-284	15,000	#4 OIL	W OF BLDG 79	ABOVE GRD
C-285	15,000	#4 OIL	W OF BLDG 79	ABOVE GRD
C-294	2,000	DIESEL	NAVY DOCK	ABOVE GRD
C-296	275	WASTE OIL	W OF BLDG 15	ABOVE GRD
C-317	5,000	HEPTANE	SE OF BLDG 29	ABOVE GRD
C-318	5,000	VAR FUELS	SE OF BLDG 29	ABOVE GRD
C-319	550	DIESEL	SE OF BLDG 29	ABOVE GRD
C-320	1,000	GASOLINE	SE OF BLDG 29	ABOVE GRD
C-321	8,000	VAR FUELS	SE OF BLDG 29	ABOVE GRD
C-322	8,000	JP-5 FUEL	SE OF BLDG 29	ABOVE GRD
C-323	8,000	JP-4 FUEL	SE OF BLDG 29	ABOVE GRD
C-327	1,000	#2 OIL	S OF BLDG 244	ABOVE GRD
C-328	1,000	GASOLINE	W OF BLDG 76	ABOVE GRD
C-329	1,000	DIESEL	W OF BLDG 76	ABOVE GRD
C-402	275	DIESEL	W OF BLDG 50	ABOVE GRD
C-403	2,000	#2 OIL	S OF BLDG 84	ABOVE GRD
C-404	6,000	DIESEL	NEW CRF SITE	ABOVE

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ATTACHMENT #1
Enclosure 9

				GRD
C-405	550	#2 OIL	E OF BLDG 29	ABOVE GRD
C-406	6,000	DIESEL	OLD CRF SITE	UNDER GRD
C-407	550	#2 OIL	W OF BLDG 50	ABOVE GRD
C-408	240	DIESEL	BLDG 15 POTABLE	ABOVE GRD
C-409	275	GASOLINE	BLDG 15 POTABLE	ABOVE GRD
C-410	550	#2 OIL	N OF BLDG 49	ABOVE GRD
C-411	550	DIESEL	N OF BLDG 21	ABOVE GRD

TAB-B

CBD TRANSFORMERS

XFMR	LOCATION	MFR	SERIAL #	EPA CAT
T-5A	B-21 S SIDE	BA STD	PDQ-0364	NON PCB
T-6A	B-21 S SIDE	BA STD	PDQ-0365	NON PCB
T-12	B-87 N SIDE	STKWL	15508	NON PCB
T-15	B-84 S SIDE	STKWL	15511	NON PCB
T-18	B-81 W SIDE	STKWL	15505	NON PCB
T-19	B-82 W SIDE	STKWL	15506	NON PCB
T-20	B-83 W SIDE	STKWL	15504	NON PCB
T-24	B-244 S SIDE	STKWL	15503	NON PCB
T-30	B-4 S SIDE	STKWL	15501	NON PCB
T-31	B-4 S SIDE	STD	RCD 1505	NON PCB
T-32	B-4 S SIDE	STKWL	15500	NON PCB
T-34	B-4 SW SIDE	GE	6952361	NON PCB
T-43	B-79 S SIDE	STKWL	15510	NON PCB
T-47A	B-244 S SIDE	WAGNER	YC2918	NON PCB
T-47B	B-244 S SIDE	WAGNER	YC2920	NON PCB
T-47C	B-244 S SIDE	WAGNER	YC3186	NON PCB
T-49	B-244 S SIDE	GE	C86300B	PCB CON
T-50A	B-244 S SIDE	WEST	3166236	PCB CON
T-50B	B-244 S SIDE	WEST	3166237	PCB CON
T-50C	B-244 S SIDE	WEST	3166235	PCB CON
T-52	B-21 S SIDE	GE	B683113	NON PCB
T-53	B-21 S SIDE	GE	B550707	PCB CON
T-57	B-50 SE SIDE	RTE	713-7610	NON PCB
T-59	B-29 W SIDE	BALTEAU	PTE-0421	NON PCB
T-60	B-301 N SIDE	VANTRAN	88V3946	NON PCB
T-61	B-312 N SIDE	VANTRAN	88V3947	NON PCB
T-64	B-75 S SIDE	VIRGINIA	440750A008	NON PCB
T-65	B-3 N SIDE	FAYETTEVILLE	95063-01	NON PCB
T-66	B-76 E SIDE	FAYETTEVILLE	95033-2	NON PCB
T-67	B-21 NE SIDE	FAYETTEVILLE	96327-01	NON PCB
T-68	B-49 NE SIDE	GEC ALSTHOM	PAA-0043	NON PCB
T-69	B-249 S SIDE	GEC ALSTHOM	PAA-0041	NON PCB
T-70	B-88 S SIDE	GEC ALSTHROM	PBH-0953	NON PCB
T-71	B-218 N SIDE	ABB DISTRIBUTION	96J206309	NON PCB

FACILITIES/EQUIPMENT INVENTORY DATA FOR CBD

Part 1 General CBD Site and Facilities Data

Part 2 Inventory of Existing Buildings and Facilities

Part 3 Equipment/Tool Inventory

PART 1

GENERAL CBD SITE AND FACILITIES DATA

<u>Description</u>	<u>Quantity</u>
Communication Lines	3.34 MI
Seawalls	4,322 LF
Groins/Jettie	100 LF
Street Lighting Lines	16,550 LF
Electric Distribution Lines	49,144 LF
Hot Water Distribution Lines	13,340 LF
Sanitary Sewer Lines	12,135 LF
Potable Water Distribution Lines	21,240 LF
Storm Sewer Lines	8,570 LF
Paved Roads	4.6 MI
Paved Parking Areas	70,240 SY
Unpaved Roads	2.0 MI
Sidewalks	2,047 SY
Retaining Wall	1,701 LF
Security Fence/Wall	13,950 LF
Interior Fences	3,950 LF
Fire Alarm Systems	20 Boxes
Potable Water Storage	400,000 Gals
Seawall (Tilghman Island)	1,549 LF
Security Fence (Tilghman Island)	1,2,789 LF
Land CBD Main Site	160 Acres
Land Fishing Creek	0.6 Acres
Land Tilghman Island	2.0 Acres
No. of Buildings	59
No. of Structures	53

PART 2

INVENTORY OF EXISING BUILDIINGS & FACILITIES

Bldg. or Fac. No.	No. of Stories or "S" if a Structure	Net SF or Size	Current Use	Year Built/Type of Construction
1	1	3,886	Test Control, Contractor Office/Shop	1941/P
2	2	8,039	RD&T Lab	1942/P
4	1	15,721	RD&T Lab	1943/P
5	2	8,430	RD&T Lab	1943/P
6	1	4,007	Admin. Bldg.	1941/P
12	1	307	RD&T Tilt Platform Control Bldg	1941/P
13	1	99	Magazine	1944/P
14	1	204	Magazine	1944/P
15	1	4,684	Garage/Contract or Shop Area	1942/S-P
21	1	1,172	Diesel Standby Generator Bldg.	1944/P
24	1	735	RDSD Storage	1945/S-P
26	1	4,425	Storage	1944/S-P
27	1	289	RD&T	1944/P
29	1	1,161	RD&T Lab	1944/P
32	1	2,130	Storage	1945/P
35	1	390	Navy Dock Office	1944/P
37	1	41	Navy Dock Storage	1944/S-P
45	1	685	RDSD Storage	1945/S-P
47	1	3,790	Security Office	1947/P
49	1	3,860	RDSD Storage	1947/P
50	1	3,916	Fire Department	1947/P
55	1	2,456	RD&T Storage	1949/P
59	1	564	Tilghman Island, RD&T Bunk House	1944/P
68	1	520	Storage	1948/S-P
69	1	250	Bottle Gas Storage	1948/P
73	S	10,000	Open Fenced RD&T Storage	1952/T

PART 2

INVENTORY OF EXISING BUILDIINGS & FACILITIES

Bldg. or Fac. No.	No. of Stories or "S" if a Structure	Net SF or Size	Current Use	Year Built/Type of Construction
75	3	38,839	RD&T Lab	1954/P
76	1	26,530	RD&T Storage	1954/P
77	1	38	Gate House #3	1954/P
78	S	920	Utility/Service Tun	1954/P
79	1	1,446	Central Heating Pl	1954/P
80	S	400,000 Gal	Potable Water Ele Storage Tank	1954/P
81	1	200	Water Pump Hous	1954/P
82	1	200	Water Pump Hous	1954/P
83	1	120	Water Pump Hous	1954/P
84	1	1,254	Sewage Treatmen Plant/Office	1954/P
85	1	70	Sewage Lift Statio	1954/S-P
86	1	58	Sewage Lift Statio	1954/S-P
87	1	130	Sewage Lift Statio	1954/P
88	4	1,112	RDSD Bldg. Weld Shop	1954/P
89	S	314	RD&T Facility	1953/S-P
99	S	50'	Flag Pole	1941/P
105	S	1,650	Wood Antenna Pla	1949/S-P
107	S	2,560	Concrete Antenna Platform	1941/P
109	S	170	Dock Berthing Wh	1942/S-P
111	S	15,000 Gal	#4 Fuel Oil Tank a	1954/S-P
118	1	371	Lab	1950/S-P

PART 2

INVENTORY OF EXISING BUILDINGS & FACILITIES

Bldg. or Fac. No.	No. of Stories or "S" if a Structure	Net SF or Size	Current Use	Year Built/Type of Construction
120	S	133	Transformer Enclo	1954/P
128	S	780	Transformer Enclosure	1944/P
129	S	72LF	Transformer Enclosure	1944/P
131	S	96	Switch Gear Enclosure	1959/P
132	S	48	Switch Gear Enclosure	1959/P
133	S	42	Switch Gear Enclosure	1959/P
134	S	288	A/C Cooling Tower	1954/S-P
138	S	2,160	Main Electrical Substation	1944/P
143	S	736	STP Sludge Bed	1954/S-P
144	S	177	STP Digester	1954/P
145	S	491	STP Trickling Filter	1954/P
149	S	15,000 Gal	#4 Fuel Oil Tank at CHP	1954/S-P
186	S	624	RD&T Roll-Pitch Platform	1943/P
189	1	132	RD&T 400 Hz Generator Bldg	1948/S-P
190	S	100	Transformer Enclosure	1954/P
193	S	70	Switch Gear	1960/P
198	S	11,550	RD&T Antenna	1961/S-P
199	S	10,000	RD&T Antenna	1961/S-P
200	S	36	Antenna Tower	1961/S-P
217	1	109	Generator Bldg. Tilghman Island	1961/S-P
218	S	3,170	HV Gun/Materials RD&T Facility	1961/P
219	S	106	HV Gun Control RD&T Facility	1961/P

PART 2

INVENTORY OF EXISING BUILDINGS & FACILITIES

Bldg. or Fac. No.	No. of Stories or "S" if a Structure	Net SF or Size	Current Use	Year Built/Type of Construction
227	1	540	RD&T Storage	1964/P
228	1	141	RD&T Facility	1962/P
229	S	256	75' Tower Tilghma	1961/P
231	1	440	Transmitter Bldg	1963/P
233	S	500 Gal	Septic Tank HV Gu	1963/P
237	S	88LF	Groin (Hollows)	1964/P
242	1	640	Navy Dock Shop	1966/P
243	1	692	Equipment Bldg Ti Island	1967/S-P
244	1	2,596	CRF Storage	1967/P
245	S	500 Gal	Septic Tank Tilghr Island	1968/P
246	1	19	Main Guard House	1969/S-P
247	S	800 Gal	Septic Tank Bldg 244	1969/P
248	S	4,322 LF	Seawall	1969/P
249	1	758	RD&T Facility	1970/P
250	1	5,418	RD&T Lab	1970/P
251	S	70'	70' Tower CBD	1970/P
252	S	3,750	RD&T Burn Pad	1970/P
255	S	216	Transformer Enclo	1970/P
267	S	600	Zuni Launch Pad	1972/P
273	1	100	Fuel Pump House	1975/P
284	S	15,000 Gal	#4 Fuel Oil Tank C	1982/P
285	S	15,000 Gal	#4 Fuel Oil Tank C	1982/P
286	S	566	Multi-Media Filter B STP	1982/P
287	S	840	Concrete Antenna	1982/P
289	S	75	Switch Gear Enclo	1983/P

PART 2

INVENTORY OF EXISING BUILDIINGS & FACILITIES

Bldg. or Fac. No.	No. of Stories or "S" if a Structure	Net SF or Size	Current Use	Year Built/Type of Construction
290	S	100	Switch gear Enclos	1983/P
301	1	2,688	CRF Bldg	1989/P
303	1	100	Wastewater Pump	1988/P
304	S	20,000	Wastewater Storage	1988/P
305	S	20,000 Gal	Wastewater Storage	1988/P
306	S	20,000 Gal	Wastewater Storage	1988/P
307	1	2,508	RD&T Bldg	1989/P
308	S	10,000	Fire Test Deck	1989/P
309	1	2,400	RD&T Lab	1990/P
310	1	800	RD&T Lab	1990/P
311	S	2,400	RD&T Concrete D	1990/P
312	2	1,232	RD&T Office/Lab	1990/S-P
313	1	3,000	RD&T Burn Bldg	1991/P
314	1	2,688	RD&T Lab	1991/P
315	1	221	Fuel Pumping Fac	1992/P
316	S	2,400	Fuel Tank Contain Berm	1992/P
327	S	40	Sewage Lift Statio	1986/P
330	S	400 LF	Ordinance Pier	1994/P

PART 3

EQUIPMENT/TOOL INVENTORY

PLANT ACCT #	QTY	EQUIPMENT	MAKE	MODEL
	1	Pipe Cutter	Ridgid	206
	1	Electric Snake	Ridgid	K-37
	1	Tripod Pipe Vice	Ridgid	40A-166605
	1	Pipe Cutter	Toledo	B104-1
	1	Ratchet Die	Ridgid	65R
321204	1	Sewer Machine	Ridgid	1500
	150'	Sewer Cable, 1 inch	Ridgid	1500
	1	Pump Fill	Rite	700A
392436	1	Threading Head	Toledo	999
	1	Threading Head	Ridgid	Jam-Proof
	1	Electric Snake	Ridgid	K036
	1	Pipe Vice	Ridgid	24
	1	Sump Pump, 1/3 Hp Electric	Wayne	16628
	1	Pipe Vice	Erie	3
	2	Pipe Wrench, 48"		
	4	Pipe Wrench, 36"		
	1	Pipe Wrench, 24 "Offset		
	3	Pipe Wrench, 14"		
	2	Pipe Wrench, 18" Offset		
392443	1	Drain Cleaner	Spartan	100
	4	3/8 Drill	B&D	
	1	Electric Snake	Ridgid	K-38
	1	Pipe Cutter, 2"-4" Wheel	Ridgid	4-S-3
	1	Acetylene Bottle Hose/Gages		
331344	1	Megger	Biddle Co.	
	1	Hydraulic Knockout Set	Greenlee	767
331341	1	Hammer Drill	Hilti	TE-17
	1	Phase Meter	Western	
	1	Amp Probe Volt Meter		RS-3
392041	1	Neon Voltage Tester	Biddle Co	
392040	1	Neon Voltage Tester	Biddle Co	
	1	Hammer Drill	Milwaukee	
	1	Drill, ¾	Sioux	
	2	Cable Cutters	Greenlee	704 & 706
407111	1	Sawzall	Milwaukee	
331339	1	Table Drill, ½	Atlas	
	1	A/C Volt Detector		TIF 100A/C
	1	Multimeter Fluke		1A783

PART 3

EQUIPMENT/TOOL INVENTORY

PLANT ACCT #	QTY	EQUIPMENT	MAKE	MODEL
	1	Drill	Hilti	TE-24 DLX
	1	Hot Stick, 30 ' Extension		
	1	Hydraulic Press		250
	1	Die Holder	Ridgid	
	7	Dies	Ridgid	
	1	Fluke Meter		
	2	12 Volt Light with Charger		
	1	Come-a-Long, 1 Ton		
	2	Fish Tape, 3/8"		
	1	Step Ladder, 4 Feet		
	1	Extension Ladder, 26 Feet		
	1	Pipe Wrench, 24"		
	1	Drop Light		
	2	Extension Cords		
	2	Pair High Voltage Gloves		
	1	Hot Stick, 6'		
	1	Hot Stick, 4'		
	1	Fish Tape 1/4"		
	1	Fiberglass Ladder, 6'		
	1	Knockout Set, 1/2" to 1 1/4"		
	1	Knockout Set, 1 1/2" to 2"		
	2	EMT Benders, 1/2"		
	2	EMT Benders, 3/4"		
	1	EMT Benders, 1"		
	1	Bolt Cutters		
	1	Large Rubber Safety Blanket		
	1	Small Rubber Safety Blanket		
	1	Underground Cable Locator	Ideal	62-135
	1	Circular Saw	Dewalt	
33174	1	Portable Drill Press	Di-Cor	1201
392070	1	Concrete Vibrator		
392432	1	Belt Sander	Craftsman	315-22620
331166	1	Belt Sander, Floor Model	Delta	310506
331160	1	Radial Arm Saw	Skill	
331167	1	Band Saw	Moak	
331168	1	Table Saw	Rockwell	
331169	1	Joiner	Delta	
331163	1	Drill Press		

PART 3

EQUIPMENT/TOOL INVENTORY

PLANT ACCT #	QTY	EQUIPMENT	MAKE	MODEL
	1	Power Miter Box, 9"	B&D	
	1	Vacuum	Master Vac	909
331171	1	Stensil Cutter	Marsh	10805
331172	1	Metal Cutter Stensil Machine	Roover Bros	34046X
	1	Buda Jack		
	1	Finishing Sander	Milwaukee	6016
	1	Drill, 3/8" Cordless	Milwaukee	0401-1
	1	Router	B&D	6902-5
	1	Drill, 1/2"	Milwaukee	4Z371
	1	Hand Cart, Heavy Duty		
	1	Lift Pallet	Lewis Shepard	
	1	Aluminum Scaffold	Aidek	
392441	1	Dynamometer	Dillon 20K	
399440	1	Dynamometer	Dillon 5K	
	1	Refrigerator Cart		
	1	Std. Hand Truck		
392442	1	Micro Press		
	1	Electronic Combustion Analyzer, O2, CO2 Temp	Kane-May	KM9101
	1	Soot-Vac, Vacuum Cleaner	Soot-Vac	GTC-540-55

CONTRACT DATA REQUIREMENTS LIST

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The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0004,0008,0012,0016,0020		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____		
D. SYSTEM / ITEM Base Operations Support CBD			E. CONTRACT / PR NO. 36-0073-00		F. CONTRACTOR	
1. DATA ITEM NO. A005	2. TITLE OF DATA ITEM Heating Plant Daily Log			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 6		6. REQUIRING OFFICE NRL, COR	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY DAILY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
					Draft	Final
					Reg	Repro
16. REMARKS Log will be prepared daily and sent to COR on a weekly basis.				COR	1	
				15. TOTAL →	1	
1. DATA ITEM NO. A006	2. TITLE OF DATA ITEM Weekly Boiler Operation			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 6		6. REQUIRING OFFICE NRL, COR	
7. DD 250 REQ NO	9. DIST STATEMENT REQUIRED	10. FREQUENCY WEKLY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
					Draft	Final
					Reg	Repro
16. REMARKS Report will be required at the end of each week.				COR	1	
				15. TOTAL →	1	
1. DATA ITEM NO. A007	2. TITLE OF DATA ITEM Heating Plant Repair Records			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 6		6. REQUIRING OFFICE NRL, COR	
7. DD 250 REQ NO	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
					Draft	Final
					Reg	Repro
16. REMARKS Records retained at Heating Plant.				COR	1	
				15. TOTAL →	1	
1. DATA ITEM NO. A008	2. TITLE OF DATA ITEM Boiler Water Test Treatment Record			3. SUBTITLE NAVFAC 113302		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 6		6. REQUIRING OFFICE NRL, COR	
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY MNTLY	12. DATE OF FIRST SUBMISSION 30 DAC	14. DISTRIBUTION		
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION First of Every Month	a. ADDRESSEE	b. COPIES	
					Draft	Final
					Reg	Repro
16. REMARKS Record shall be submitted on the first working day of the following month.				COR	1	
				15. TOTAL →	1	
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE

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The public reporting burden for this collection of information is estimated to average 170 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0004,0008,0012,0016,0020		B. EXHIBIT A		C. CATEGORY: TOP TM- OTHER			
D. SYSTEM / ITEM Base Operations Support CBD			E. CONTRACT / PR NO. 36-0073-00		F. CONTRACTOR		
1. DATA ITEM NO. A021	2. TITLE OF DATA ITEM Pesticide/Herbicide Application Schedule			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 9		6. REQUIRING OFFICE NRL, COR		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION w/in 30 DAC		14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES		
16. REMARKS One (1) day prior to preparing or applying chemicals.					COR	Draft	Final
						Reg	Repro
					1		
					15. TOTAL	1	
1. DATA ITEM NO. A022	2. TITLE OF DATA ITEM Reporting of Inspections by Regulatory Agencies			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 9		6. REQUIRING OFFICE NRL, COR		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES		
16. REMARKS Report within 24 hours after inspection.					COR	Draft	Final
						Reg	Repro
					1		
					15. TOTAL	1	
1. DATA ITEM NO. A023	2. TITLE OF DATA ITEM Termite Inspection Schedule & Report			3. SUBTITLE			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 9		6. REQUIRING OFFICE NRL, COR		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION See block 16.		14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES		
16. REMARKS Schedule to be submitted Not Later Than forty-five (45) days after contract starts. Report to be submitted fifteen (15) days after completion of inspection.					COR	Draft	Final
						Reg	Repro
					1		
					15. TOTAL	1	
1. DATA ITEM NO. A024	2. TITLE OF DATA ITEM License Designations, Experience & Qualifications for			3. SUBTITLE CNP Operator			
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW Enclosure 6		6. REQUIRING OFFICE NRL, COR		
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION See block 16.		14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		a. ADDRESSEE	b. COPIES		
16. REMARKS Contractor to submit within fifteen (15) days after contract start, then as required.					COR	Draft	Final
						Reg	Repro
					1		
					15. TOTAL	1	
G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE	

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A. CONTRACT LINE ITEM NO. 0004,0008,0012,0016,0020		B. EXHIBIT A		C. CATEGORY: TOP _____ TM _____ OTHER _____	
D. SYSTEM / ITEM Base Operations Support CBD			E. CONTRACT / PR NO. 36-0073-00		F. CONTRACTOR
1. DATA ITEM NO. A025	2. TITLE OF DATA ITEM Standard Operating Procedures			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		
16. REMARKS Submit Not Later Than thirty (30) days after contract award. Updates required as they occur.					15. TOTAL →
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1. DATA ITEM NO. A026	2. TITLE OF DATA ITEM Government Furnished Equipment Inventory			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ANNUAL	12. DATE OF FIRST SUBMISSION 60 DAC		14. DISTRIBUTION
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION 365 DAC		
16. REMARKS Government representatives and contractor shall conduct a joint inventory at the start of the contract. Contractor shall submit inventory deficiencies annually thereafter.					15. TOTAL →
<hr/>					
1. DATA ITEM NO. A027	2. TITLE OF DATA ITEM CBD Work Authorization			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		
16. REMARKS Completed Work Authorizations Not Later Than two (2) working days after completion of work.					15. TOTAL →
<hr/>					
1. DATA ITEM NO. A028	2. TITLE OF DATA ITEM CBD Service Call			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION		14. DISTRIBUTION
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION		
16. REMARKS Completed Service Calls Not Later Than two (2) working days after completion of work.					15. TOTAL →
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G. PREPARED BY		H. DATE	I. APPROVED BY		J. DATE

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A. CONTRACT LINE ITEM NO. 0004,0008,0012,0016,0020		B. EXHIBIT A		C. CATEGORY: TDP _____ TM _____ OTHER _____	
D. SYSTEM / ITEM Base Operations Support CBD			E. CONTRACT / PR NO. 36-0073-00		F. CONTRACTOR
1. DATA ITEM NO. A029	2. TITLE OF DATA ITEM Monthly Summary of Completed Work			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY MNTLY	12. DATE OF FIRST SUBMISSION 33 DAC	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION 63 DAC	a. ADDRESSEE	b. COPIES	
10. REMARKS Submit summary Not Later Than the third (3rd) working day of the following month.			Draft	Final	
				Reg	Repro
			15. TOTAL →		
1. DATA ITEM NO. A030	2. TITLE OF DATA ITEM Preventive Maintenance Schedule			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION 60 DAC	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
10. REMARKS Contractor to provide preventive maintenance schedule sixty (60) days after award. Changes to PM schedule must be approved by the COR.			Draft	Final	
				Reg	Repro
			15. TOTAL →		
1. DATA ITEM NO. A031	2. TITLE OF DATA ITEM Weekly PM Schedule			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY WEKLY	12. DATE OF FIRST SUBMISSION 70 DAC	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION 77 DAC	a. ADDRESSEE	b. COPIES	
10. REMARKS Contractor shall submit weekly reports on PM accomplished and scheduled. Deferred PM schedules shall also be reported.			Draft	Final	
				Reg	Repro
			15. TOTAL →		
1. DATA ITEM NO. A032	2. TITLE OF DATA ITEM Insurance Certification			3. SUBTITLE	
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		6. REQUIRING OFFICE NRL, COR
7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY OTIME	12. DATE OF FIRST SUBMISSION 15 DAC	14. DISTRIBUTION	
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
10. REMARKS Submit Not Later Than fifteen (15) days after contract award.			Draft	Final	
				Reg	Repro
			15. TOTAL →		
G. PREPARED BY		H. DATE	I. APPROVED BY		J. DATE

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CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports (0701-0188), 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302. Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please DO NOT RETURN your form to the above address. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. 0004,0008,0012,0016,0020		B. EXHIBIT A		C. CATEGORY: TOP _____ TM _____ OTHER _____		
D. SYSTEM / ITEM Base Operations Support CBD			E. CONTRACT / PR NO. 36-0073-00		F. CONTRACTOR	
1. DATA ITEM NO. A033	2. TITLE OF DATA ITEM Changes to CBD Drawings			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		8. REQUIRING OFFICE NRL, COR	
7. DD 250 REQ NO	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
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16. REMARKS Submit changes are required.				COR		
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1. DATA ITEM NO. A034	2. TITLE OF DATA ITEM Personnel Contingency Plan			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE SOW		8. REQUIRING OFFICE	
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7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
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16. REMARKS						
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1. DATA ITEM NO.	2. TITLE OF DATA ITEM			3. SUBTITLE		
4. AUTHORITY (Data Acquisition Document No.)			5. CONTRACT REFERENCE		8. REQUIRING OFFICE	
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G. PREPARED BY			H. DATE	I. APPROVED BY		J. DATE
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AGREEMENT

between

**INTERNATIONAL UNION OF
OPERATING ENGINEERS
LOCAL 37**

and

**MERIDIAN MANAGEMENT CORPORATION
Employer At
THE NAVAL RESEARCH LABORATORY
CHESAPEAKE BAY DETACHMENT
CHESAPEAKE BEACH, MARYLAND**

This Agreement, entered into this 21st day of April 2000, is by and between Local 37, International Union of Operating Engineers, affiliated with the Metropolitan Baltimore Council, AFL-CIO, and the Maryland State AFL-CIO party of the first part (hereinafter referred to as the "Union") and

MERIDIAN MANAGEMENT CORPORATION
Employer at
THE NAVAL RESEARCH LABORATORY
CHESAPEAKE BEACH, MARYLAND

Party of the second part (hereinafter referred to as the "Employer").

That for the purpose of mutual understanding, and in order that a harmonious relationship may exist between the Employer and the employees in the unit herein defined, and to the end that continuous and efficient service may be rendered by both parties for the mutual benefit of both, it is hereby agreed that:

ARTICLE I
UNION REPRESENTATION AND MEMBERSHIP

Section 1. The Employer recognizes the Union as the exclusive representative for the purpose of collective bargaining with respect to rates of pay, hours of work and other conditions of employment for its employees employed at the **Naval Research Laboratory, Chesapeake Beach, Maryland.**

Section 2. Jurisdiction: All employees in positions under the classifications as set forth in Exhibit "A" attached hereto and as further referred to in Article 1, Section 5 of this Agreement. The first sixty (60) calendar days of employment shall be considered a probationary period. Probationary employees shall have no seniority rights and the Employer may lay off such employees as it finds necessary, or discharge such employees as it finds necessary, and said employees will have no recourse to the grievance procedure outlined in this Agreement.

Section 3. In accordance with the provisions of the Labor-Management Relations Act, all employees shall, within thirty (30) days from the start of employment, become members of the Union, and retain such membership during the period of this Agreement. Subject to the provisions of the Act, the company will, within five (5) working days after receipt of written notice from the Union, discharge any employee who is not in good standing with the Union.

Section 4. The jurisdiction of the Union shall extend over those Union members who are responsible for the operation, maintenance and repair of:

- a. All fired or unfired pressure vessels and vacuum systems.
- b. All refrigeration and air conditioning machinery and their associated equipment.
- c. All plumbing and piping including water, gas, heating, steam and sanitation systems.
- d. All electrical equipment, conduit, wiring, devices, lamping, appliances, and fixtures including power, and lighting, also including control circuitry.
- e. All machinery and equipment used on CBD Base premises. To include movement of test projects from NRL-CBD-PAX River to and from. Operation of base heavy equipment (back-hoe) to accomplish requested work on premises.
- f. Repair to all floors, walls, ceilings, etc., or any part of the facility that the unit members are qualified to maintain.
- g. In addition to the above, the jurisdiction of the Union shall also extend over those Union members who are responsible for grounds and roads maintenance services as well as the operation of transportation equipment.

The Union, in the exercise of its rights, agrees to keep the equipment covered herein in a clean and orderly condition.

The employer reserves the right, at its discretion, to contract or subcontract work to persons other than those covered by this Agreement. This assignment of work will be primarily for work beyond the scope and qualifications of the employees covered herein to perform and will not be used to undermine the Union or discriminate against its members.

Section 5. The scope of duties of the classifications as listed in Exhibit "A" of this Agreement shall be as follows:

- a. Lead Engineer-Assists and acts for the Employer in accomplishing tasks and duties in the performance and responsibilities required by the contract and the terms of the collective bargaining agreement. Performs the work of all trades required by the contract, as directed by the Employer's Project Manager. Plans, schedules, and assigns activities of personnel engaged in the maintenance and repair of electrical, mechanical,

structural and non-structural systems of all buildings. Inspects completed work for conformance to standards. Performs other duties as required or directed by management.

- b. **HVAC Mechanic:** Installs, services and maintains environmental control systems, utilizing knowledge of refrigeration theory, pipefitting, and structural layout. Inspects completed work for conformance to standards. Performs other duties as required or directed by management.
- c. **Steam Fitter -** Maintains and repairs steam lines, fittings, connections, etc. in low and high pressure steam systems, in addition to the performance of plumbing trades functions. Performs other duties as required or directed by management.
- d. **Stationary Engineer -** Operates and maintains the assigned facility and all related systems/components. Performs tours of areas and/or equipment as directed by management and required under the contract specification. Performs preventative maintenance, service calls, diagnostic services, and incidental, minor, and major repairs as required. Performs other duties as required or directed by management.
- e. **Maintenance Mechanic -** Performs scheduled and unscheduled maintenance and repairs of all equipment and systems outlined in the Employer's contract with the Government. Performs other duties as required or directed by management.
- f. **Plumber -** Assembles, installs, and repairs pipes, fittings, and fixtures of heating, water, and drainage systems, according to specifications and plumbing codes. Performs other duties as required or directed by management.
- g. **Craft/Trade Mechanic -** performs general building maintenance and repairs, including drywall, painting, carpentry, and other architectural and structural sustaining maintenance and repair. Assists Maintenance Mechanic and Engineers with major maintenance tasks, repairs and other duties as assigned. Performs other duties as required or directed by management.
- h. **General Maintenance Worker -** Assists maintenance mechanics as directed. Performs general maintenance and repair of building structures and mechanical electrical, and sanitary systems. Performs other duties as required or directed by management.
- i. **Electrician -** Performs all electrical trades functions necessary to install, maintain and repair the fixtures, equipment and systems, described in the contract. Performs other duties as required or directed by management.
- j. **Small Engine Mechanic -** Repairs fractional-horsepower gasoline engines used to power lawnmowers, garden tractors, and similar machines, using hand tools. Locates causes of trouble, dismantles engines, using hand tools and examines

parts for defects. Replaces or repairs parts, such as rings and bearings, using hand tools. Cleans and adjusts carburetor and magneto. Starts repaired engines and listens to sounds to test performance. Performs other duties as required or directed by management.

- k. Driver/Messenger - Drives automobile or light truck to deliver messages, documents, packages and mail to various business concerns or governmental agencies. May transport office personnel and visitors, and perform miscellaneous errands, such as carrying mail to and from the post office and sorting or opening incoming and outgoing mail. Performs other duties as required or directed by management.
- l. Laborer- Performs tasks which require mainly physical abilities and effort involving little or no specialized skill or prior work experience. The following tasks are typical of this occupation: loads and unloads trucks, and other conveyances; moves supplies and materials to proper location; stacks materials for storage or binning; collects refuse and salvageable materials, digs, fills, and tamps earth excavations; levels ground using pick, shovel, etc.; shovels concrete and snow; cleans culverts and ditches; cuts trees and brush; operates power lawnmowers; moves and arranges heavy pieces of office and household furniture, equipment, and appliances; spreads sand and salt on icy roads and walkways; picks up leaves and trash. Performs other duties as required or directed by management.
- m. Truck Driver, Medium - Drives a truck to transport materials, merchandise, equipment, or workers between various types of establishments. May also load or unload truck with or without helpers, make minor mechanical repairs, and keep truck in good working order. (Straight truck, 1 1/2 to 4 tons inclusive usually 6 wheels). Performs other duties as required or directed by management.
- n. Truck Driver, Heavy - Same duties as Truck Driver, Medium, but drives straight trucks over 4 tons, usually 10 wheels. Performs other duties as required or directed by management.
- o. Grounds Laborer - Maintain grounds of industrial, commercial or public property such as buildings, camp and picnic grounds, parks, playgrounds, greenhouses, and athletic fields and repairs structures and equipment. Performs other duties as required or directed by management.

All employees engaged in the activities above must possess, for each activity they will be directly engaged in or supervise, licenses, permits, and bonding as required by the state, county, parish, city, or other local jurisdictions and as specified in the contract between the Employer and the Government.

It is recognized by both parties that the Employer may assign to an employee any work for which the Employer feels he/she is capable of performing, wherever and whenever it is reasonable to do so in the opinion of the Employer. The parties also agree that the Employer can

direct employees to take any reasonable action required for the Employer to meet its obligations under its contract with the Government.

Section 6. Should the Employer apply to the Union Business Office for new help, the Union agrees that it will make every effort to furnish competent help without discrimination because of race, creed, sex, age, national origin or membership or non-membership in the Union. The Employer agrees to notify the Union of the names and addresses of any new employees no later than fifteen (15) days from their dates of employment.

Section 7. The Business Manager and/or Business representative of the Union shall be permitted access to the engine room, boiler room or any section of the plant where employees covered by this Agreement may be working. In the exercise of this provision, the Union agrees to first notify the Employer of the intent and time to enter said premises. The Union acknowledges that any and all accesses to the various buildings covered by this Agreement shall be subject to all Federal Security requirements of this contract, and shall be upon the express authorization of the appropriate Government officials.

Section 8. In determining the qualifications of new employees, the Employer will require the applicants to be mentally and physically capable and competent to protect the best interests of the Employer. The Employer shall be the sole judge of the qualifications of all applicants and retains the rights to reject any applicant for employment.

Section 9. Both the Union and the Employer agree to cooperate in complying with the provisions of the American Disabilities Act (ADA)

ARTICLE II **WAGES, HOURS AND OVERTIME**

Section 1. Wages and classifications of positions shall be as shown in Exhibit "A". All wages are to be paid bi-weekly.

Section 2A. Workday definition: A standard workday for a full-time employee shall consist of eight (8) consecutive hours, exclusive of a one-half (1/2) hour unpaid lunch period, for all employees.

In order to fulfill its obligations under its contract with the Government, the employer has the right to change the days and/or hours a person will work during a work week provided that the employee is given at least one (1) week's advance notice of the change.

However, under emergency situations or to support an ongoing research project or test, the Employer is not required to provide any advanced notice of changed days or hours that an employee is required to work during a work week.

b. An alternate work week for full-time employees may be formed to include forty (40) hours divided into four (4) days of ten (10) consecutive hours per day. When an employee works this work week, all time worked in excess of ten (10) hours in one day or forty (40) hours in one week shall constitute overtime.

c. **Overtime:** Any work exceeding forty (40) hours divided into five (5) days of eight (8) consecutive hours, exclusive of a one-half (1/2) hour unpaid lunch period where applicable, in any one day or forty (40) hours in any one week (but not both) shall constitute overtime and shall be paid for at one and one-half (1-1/2) times the basic rate. Work performed on the seventh (7th) consecutive day shall be paid for at double or two times (2x) the basic rate.

Section 3. Each full-time employee shall have two (2) regularly assigned days off in each forty (40) hour week and, where practicable, these days shall be consecutive. Should an employee be assigned to work on either of his/her assigned days off, or both, he/she shall be paid accordingly. He/she shall not be assigned off on any of his/her regular working days.

Section 4. Management shall post a work schedule in the engine/boiler room at least one (1) week in advance. Management agrees to use employee seniority as the primary consideration for shift selection.

Section 5. In the event that an employee is called back to work in an emergency or for any other reason (other than negligence on his/ her part) after completing his/her regular work day and leaving the premises, he/she shall receive the appropriate overtime rate for all hours worked or he/she shall be paid a minimum of four (4) hours straight time pay, whichever is greater.

Section 6. No employee shall suffer a reduction in salary, adverse change in working conditions or the loss of any benefit now enjoyed by him/her as a result of this Agreement, but this shall not be held to apply to the result of any arrangement or reorganization of personnel, and it is agreed that this section is limited to the understanding that an employee, now enjoying a benefit greater than one expressly provided in this Agreement, shall continue to receive the benefit so enjoyed and not be reduced to such lesser benefit provided herein.

ARTICLE III

VACATIONS, HOLIDAYS & SICK LEAVE

Section 1. Full-time employees covered by the terms of this Agreement who have worked continuously in the employment of the Employer for the following periods shall be entitled to vacations as shown below. The Employer shall accept and approve employees vacation based on employment seniority.

After one year's service	two weeks vacation
After five year's service	three weeks vacation
After ten year's service	four weeks vacation
After twenty year's service	five weeks vacation

Vacation pay shall be forty (40) hours straight time pay per week of vacation at the rate in effect on his/her anniversary date. Employees shall be paid their vacation pay on the regularly scheduled pay day prior to the approved vacation period, providing, two (2) weeks advanced notice is given to the Employer. Time for taking said vacations shall be at the discretion of the Employer. Should a recognized holiday occur during an employee's vacation, he/she shall

receive an additional day's vacation with pay.

Upon completion of one (1) year of service, should an employee's services be terminated for any reason, he/she shall receive pay in lieu of all unused accumulated vacation. Vacation time may be carried over to the next year subject to the approval of the Employer.

Part-time employees will receive prorated vacation benefits based on their average weekly hours of work.

Section 2. The following holidays shall be recognized and all full-time/part-time and seasonal employees shall receive a day's pay for same:

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

Any holidays or portions thereof declared legal by the President of the United States.

- a. In weeks during which a holiday occurs on a scheduled work day and an employee is assigned off duty, he/she shall receive a day's pay for same. During such week(s) all work performed in excess of thirty-two (32) hours shall be paid for at one and one-half (1.5) times the basic rate.
- b. If an employee works on any of these holidays, he/she shall be paid at one and one-half (1.5) times the basic rate for all hours worked, in addition to holiday pay. No employee shall be assigned to work less than eight (8) hours on a holiday.
- c. If a holiday falls on an employee's regularly scheduled day off, and he/she is not required to work, he/she shall receive a day's pay for same.
- d. If any of these holidays fall on a weekend, the day designated by the Government shall be observed as the holiday
- e. Employees on leave of absence, disability, or workers' compensation shall not be eligible for holiday occurred within seven (7) days of the commencement of the absence.
- f. It is understood and agreed that in no event shall sub-sections (a), (b) or (c) of this section be combined or pyramided, nor shall this section be combined with Article II, Section 2 of this Agreement.

Section 3. After completion of his/her probationary period, each full-time employee covered under the terms of this Agreement shall be entitled to forty-eight (48) hours of sick leave

annually, based on his/her anniversary date, the forty-eight (48) hours will be earned on a proportionate basis each month of the year in the amount of four (4) hours per month. Employees will be paid for any sick leave earned but not taken during the year - there will be no accumulation of sick leave. Pay for sick leave shall be based on the employee's base rate of pay. It is agreed and understood that sick leave is intended for an employee's illness only. After two (2) single days of sick leave have been used in one calendar year, the Employer may request that proof of illness or incapacitation be furnished by the employee's licensed physician for the third sick leave day used and for any sick leave used after that point during the term of the contract.

Part-time and seasonal employees will receive prorated sick leave based on their average weekly hours of work.

Article IV

Miscellaneous

Section 1. Subject to the approval of the Employer's Project Manager, Assistant Project Manager, or other Employer-designated individual, all orders and instructions for the engine room, boiler room, mechanical repairs, and maintenance work shall be issued through the Lead Engineer.

Section 2. It is expressly agreed that this Agreement covers only those employees authorized and qualified to operate and maintain the equipment and provide building maintenance and repairs required by the Employer's contract with the Government and as set forth in Article I, Section 5 of this Agreement, and that the term "maintenance man" does not and is not intended to include custodial and janitorial employees such as charwoman, janitors, porters, elevator operators, and similar employees.

Section 3. The Employer shall not enter into any agreement with any employee covered by this Agreement, the terms which conflict with the terms of this Agreement.

Section 4. The Employer agrees to pay the sum of Twenty-six dollars (\$26.00) per quarter for each full-time and part-time employee covered herein (exclusive of temporary, and casual employees) to the Treasurer of Local 37 I.U.O.E. Joint Apprenticeship Trust Fund.

Section 5. It is recognized by the Employer and the Union that three (3) consecutive calendar days may be needed by a full-time employee to attend a funeral service. If any of these days are working days, the employee shall suffer no loss in pay. The second or third of these days shall be the day of the funeral. Funeral leave shall be operative for the following relatives: spouse, child, sister, brother, parent, parent-in-law, grandparent and grandchildren. No employee shall receive any part of funeral leave that occurs during previously scheduled or regular time off, or when the employee is absent from work for other reasons. In no event shall pay for funeral leave be in excess of eight (8) hours per day at straight time.

Section 6. a. The Employer will deduct from the pay of the employee the Union dues upon signing of an individual dues deduction authorization card in the form agreed to between the

Employer and the duly designated officer of the Union.

- b. For full-time employees the dues deductions will be 2 times the hourly rate once a month.
- c. Part-time employees dues will be a flat rate of \$20.00 a month.
- d. For every hour worked \$.05 (5 cents) an hour will be deducted from their hourly pay for political contributions in the PAC Fund if authorized by the employee.

Section 7. Full-time employees actually serving on juries shall receive the difference between their straight-time weekly basic pay and the amount received while on jury duty. They will be expected to work their regularly posted schedule on days when the jury is not in session. The Employer will not be obligated for more than thirty (30) days of pay for those full-time employees serving on jury duty.

Section 8. The Employer agrees to furnish all major tools and equipment for the safe and efficient performance of the employees' duties. Since each employee has the normal tools of the trade pertaining to his/her classification, in the event an employee's own personal hand tool is broken during the course of performing his/her duties, the Employer agrees to furnish a replacement tool of equal value to the employee.

Section 9. The Employer agrees to furnish the employees sufficient work uniforms to be worn during working hours while on duty. Maintenance of uniforms will be the responsibility of the employee.

Section 10. This Agreement embodies the entire Agreement between the Employer and the Union and shall inure to the benefit of and shall be binding on the heirs, executors, administrators, successors and assigns of the parties hereto.

No provision shall be construed in any manner so as to restrict the Employer from the complete operation and management of its business and plants or in the direction of the working forces.

Section 11. In the event any article, section or provision of this Agreement is held improper or invalid by any civil authority, agency or court, such article, section or provision shall not invalidate other portions of this Agreement, and if any part of this Agreement is in conflict with or not in compliance with the Labor-Management Relations Act, 1947, any amendments or additions thereto, such parts of this Agreement shall be automatically deleted from this Agreement.

Section 12. The Shop Steward shall be afforded a reasonable period of time to conduct Union business during working hours as long as such action does not interrupt operations.

Section 13. Work assigned to an employee that moves said employee into a higher wage classification shall be paid at the higher wage classification within the appropriate pay period.

Section 14. Employer agrees that boiler/engine room employees laid off during the summer will be considered first for recall during the resumption of winter operations. All employees affected by layoff will be offered all available work first according to seniority, at the rate of pay for the particular job classification of the job being offered.

Section 15. It is the intent of this article to establish a procedure to consider and offer employment to the most qualified applicant in situations where a permanent vacancy, other than a temporary vacancy occurs within the bargaining unit.

When a permanent vacancy occurs within one of the positions contained in the bargaining unit, a bulletin shall be posted in the headquarters of each unit for a period of fourteen (14) calendar days during which time eligible employees will have an opportunity to submit written bids for the vacancy.

An applicant who does not bid for a job for reasons including absences from work during the posting period, shall lose all rights to the job; however, shop stewards may bid for job vacancies for employees on vacation, absent due to illness, or other justifiable reasons subject to his/her availability for that position if that employee so desires.

New hires, promotions or transfers will be based on the applicant's qualifications for that particular job. The company agrees to give each applicant consideration. In consideration of each applicant, the company will rate each applicant on a factor basis to determine his/her level of qualifications for that particular vacancy.

In the event that two (2) or more applicants are measured to having the same relative qualifications, then seniority within the bargaining unit will be the determining factor.

There will be a sixty (60) calendar day trial period for applicants who are awarded new positions. In the event that their performance is unacceptable, they may be returned to their old positions and pay rates within this trial period.

Section 16. The Employer shall have the right to establish, maintain and enforce Work Rules and Disciplinary Procedures, and other regulations to assure order and safe company Operations, it being understood and agreed that such Work Rules and Regulations shall not be inconsistent or in conflict with any specific provisions of this Agreement. If there is a specific conflict with this Agreement, the Agreement will govern. The Employer will maintain on its bulletin board and furnish the Union with a printed copy of the current edition of the Work Rules and Regulations. Changes in existing Work Rules and Regulations, as well as new Work Rules and Regulations promulgated by the Employer, will not become effective until it is presented to the Union and the unit members.

ARTICLE V

HEALTH, WELFARE & PENSION BENEFITS.

Section 1. Full time Employees have the choice of either Health and Welfare coverage or Annuity Program, but not both. If so chosen the Employer agrees to provide group health insurance for the employee and his/her dependents and life insurance coverage (employee only to the sum of \$16,000.00), for each full-time employee working at least 30 hours in a work week. (This also includes vacation time.) This coverage will be provided through an insurance company selected by the Employer. Notice must be given to the Union thirty days prior to any carrier changes. Such eligibility for this coverage will be provided after completion of sixty (60) calendar days of continuous service. The Employer agrees to pay the lesser of the actual total amount due for the coverage or the following monthly maximum for any one employee:

Effective 4/21/2000	Effective 5/1/2001
\$450.00	\$495.00

For those employees who are not eligible or elect not to have the group health and life insurance benefits outlined above, the Employer will make contributions for each hour worked to the Operating Engineers Annuity Fund of the Union on behalf of the said employee.

Effective 4/21/2000	Effective 5/1/2001
\$2.05 per hr.	\$2.25 per hr.

Section 2. The Union acknowledges that if the monthly cost of providing the coverage indicated above are higher than the amounts shown for a period, the Employer will deduct the difference from the employee's wages. A notice will be given to all employees notifying them of rate increases for Health and Welfare cost.

Section 3. In the event that federal health care reform legislation becomes effective during the term of this Agreement, which imposes obligations on the parties requiring modification of the health and welfare provisions of this Agreement, it is agreed that the parties will immediately meet to negotiate appropriate modifications.

Section 4. For each full and part-time employee covered herein, the Employer agrees to contribute the following amounts per hour (up to a maximum of 2,080 hours per year) to the Central Pension Fund of the International Union of Operating Engineers and Participating Employers. Contributions shall not be made until an employee has completed his/her probationary period

Effective 4/21/2000	Effective 5/1/2001
\$1.30	\$1.50

ARTICLE VI

Section 1. All grievances shall be filed within 10 (ten) calendar days after the disputed event occurred. Unresolved grievances shall be appealed to the next higher step within 10 (ten) calendar days after the meeting in the lower step. Settlement of grievances may be arrived at in any step of the grievance procedure, which settlement will be final and binding on the Union and Employer.

Grievances covered by this Agreement shall be handled in the following manner:

- Step 1. Between the Employer's Supervisor and the Local Union Steward at the Research Laboratory.
- Step 2. Between the Business Representative and the Employer's Supervisor at the Research Laboratory.
- Step 3. If the parties are unable to effect an amicable settlement or adjustment of any grievance or controversy, it shall be submitted to the American Arbitration Association for a binding decision to become effective immediately.

Section 2. Each party shall pay one-half (1/2) of the cost of arbitration.

Section 3. There shall be no lockout by the Employer and no strike or stoppage of work called by or approved by the Union during the entire period of this Agreement.

ARTICLE VII **TERM OF AGREEMENT**

This Agreement shall be in full force and effect from April 21, 2000 to and including the 1st day of May, 2002 and shall renew from year to year unless not less than sixty (60) days prior to an anniversary date of this Agreement written notice to the contrary be given. Both parties understand that in the event the Employer's contract with the Government is canceled or terminated for any reason, this Agreement will be terminated.

ARTICLE VIII **SUCCESSORS**

This Agreement embodies the entire Agreement between the Employer and the Union and shall inure to be the benefit of and shall be binding on the heirs, executors, administrators, successors and assigns of the parties hereto. No provision shall be construed in any manner, so as to restrict the employer from the complete operation and management of his/her business and plants or in the direction of the working forces. The Employer in the exercise of his/her rights, however, shall observe the provision of this Agreement.

EXHIBIT "A"

The wages for the following classification shall not be less than the amounts listed below:

	Effective 4-21-2000	Effective 5-1-2001
Lead Engineer	\$24.51	\$25.37
Heating/Air Conditioning Mechanic	22.28	23.06
Steam Fitter	21.72	22.48
Operating/Stationary Engineer	21.17	21.91
Maint. Mechanic	20.89	21.62
Plumber	20.89	21.62
Craft/Trade Mechanic	20.33	21.04
General Main. Worker	17.48	18.09
Electrician	22.28	23.06
Small Engine Mechanic	19.50	20.18
Driver/Messenger	11.64	12.05
Laborer	11.93	12.35
Grounds Laborer	9.36	9.69
Truck Driver/Medium	16.15	16.72
Truck Driver/Heavy	17.83	18.45

**DEPARTMENT OF DEFENSE
CONTRACT SECURITY CLASSIFICATION SPECIFICATION**

(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)

1. CLEARANCE AND SAFEGUARDING SER 019-00

a. FACILITY CLEARANCE REQUIRED

SECRET

b. LEVEL OF SAFEGUARDING REQUIRED

NONE

2. THIS SPECIFICATION IS FOR: (X and complete as applicable)

a. PRIME CONTRACT NUMBER	
b. SUBCONTRACT NUMBER	
c. SOLICITATION OR OTHER NUMBER	Due Date (YYMMDD)
X 36-0073-00	

3. THIS SPECIFICATION IS: (X and complete as applicable)

a. ORIGINAL (Complete date in all cases)	Date (YYMMDD)
X	000410
b. REVISED (Supersedes all previous specs)	Revision No. Date (YYMMDD)
c. FINAL (Complete Item 5 in all cases)	Date (YYMMDD)

4. IS THIS A FOLLOW-ON CONTRACT? YES NO. If Yes, complete the following:
Classified material received or generated under _____ (Preceding Contract Number) is transferred to this follow-on contract.

5. IS THIS A FINAL DD FORM 254? YES NO. If Yes, complete the following:
In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of _____

6. CONTRACTOR (Include Commercial and Government Entity (CAGE) Code)

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)
FOR RFP PURPOSES ONLY, NOT VALID FOR ACTUAL CONTRACT AWARD		

7. SUBCONTRACTOR

a. NAME, ADDRESS, AND ZIP CODE	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)
N/A		N/A

8. ACTUAL PERFORMANCE

a. LOCATION	b. CAGE CODE	c. COGNIZANT SECURITY OFFICE (Name, Address, and Zip Code)
Naval Research Laboratory Chesapeake Bay Detachment 5813 Bayside Road Chesapeake Beach, MD 20732		N/A

9. GENERAL IDENTIFICATION OF THIS PROCUREMENT

Services as required to operate and maintain the Chesapeake Bay Detachment, Naval Research Laboratory, Chesapeake Beach, MD.

10. THIS CONTRACT WILL REQUIRE ACCESS TO:

	YES	NO
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		X
b. RESTRICTED DATA		X
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		X
d. FORMERLY RESTRICTED DATA		X
e. INTELLIGENCE INFORMATION:		
(1) Sensitive Compartmented Information (SCI)		X
(2) Non-SCI		X
f. SPECIAL ACCESS INFORMATION		X
g. NATO INFORMATION		X
h. FOREIGN GOVERNMENT INFORMATION		X
i. LIMITED DISSEMINATION INFORMATION		X
j. FOR OFFICIAL USE ONLY INFORMATION		X
k. OTHER (Specify)		

11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:

	YES	NO
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		X
b. RECEIVE CLASSIFIED DOCUMENTS ONLY		X
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		X
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		X
e. PERFORM SERVICES ONLY	X	
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		X
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		X
h. REQUIRE A COMSEC ACCOUNT		X
i. HAVE TEMPEST REQUIREMENTS		X
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		X
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		X
l. OTHER (Specify)		

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release.

Direct Through (Specify):

Commanding Officer, Naval Research Laboratory, Washington, DC 20375-5320, Code 3522.20.

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs)* for review.
 * In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

Access to classified information is not required for the purpose of submitting a bid/proposal for this statement work. However, prior to award of contract, the successful contractor will be required to have a SECRET facility clearance, and personnel available with DoD granted personnel security clearances commensurate with level of access required for performance of contract.

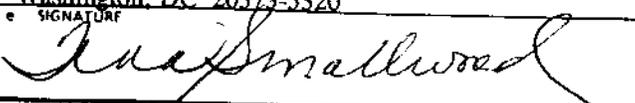
14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.) Yes No

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.) Yes No

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL TINA SMALLWOOD	b. TITLE Contracting Officer, Security	c. TELEPHONE (Include Area Code) 202-767-2240/2521
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d. ADDRESS (Include Zip Code)
 Naval Research Laboratory
 4555 Overlook Ave., SW
 Washington, DC 20375-5320

e. SIGNATURE


17. REQUIRED DISTRIBUTION

<input checked="" type="checkbox"/>	a. CONTRACTOR
<input type="checkbox"/>	b. SUBCONTRACTOR
<input checked="" type="checkbox"/>	c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR
<input type="checkbox"/>	d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION
<input type="checkbox"/>	e. ADMINISTRATIVE CONTRACTING OFFICER
<input checked="" type="checkbox"/>	f. OTHERS AS NECESSARY 1221.11, 3522.20, 3502