PERFORMANCE BASED WORK STATEMENT

FOR

MTCF DSN Room Deep Cleaning

78th Signal Battalion
Buckner Communications Site, Okinawa, Japan
25 Jun 2026

PWS Review by: CO/CA/CS _____Date:
Final Review : CORC _____ Date:

PERFORMANCE WORK STATEMENT
TABLE OF CONTENTS

SECTION		PAGE
1	DESCRIPTION OF SERVICES	2
2	SERVICES SUMMARY	3
3	GOVERNMENT FURNISHED PROPERTY AND SERVICES	5
4	GENERAL INFORMATION	5-11

1. DESCRIPTION OF SERVICES

In December 2024, the MTCF DSN room experienced a chilled water leak which damaged the room. While the pipe was repaired immediately and services were restored in less than a day, the DSN room and cable vault require extensive cleaning to restore the room to its former state.

1.1. Cleaning all areas (Total square footage of the room is 1,126.91). Painting damaged walls and replacement of ceiling/floor tiles is decomposed to the following:

- Clean the above ceiling A/C duct tops where possible – possible scaffolding required
- Wipe down above ceiling pipe where possible – possible scaffolding required
- Clean the ceiling tiles and replace where required (up to 10% of 1,126.91 sq ft.). The Government will provide all necessary tiles.
- Clean the walls
- Repaint wall area below leak area (west wall).
- Clean above equipment – e.g. panels / CRACs / disconnects etc.
- Clean fiber cable trays and ladders
- Clean cables in trays and ladders
- Clean the floor cover base
- Clean the RGAF and use buffing machine
- Replace RGAF tiles if stained (Up to 10% of 1,126.91 sq ft.). The Government will provide all necessary tiles.
- Clean under the floor and sub floor cables
- Clean Cable vault walls – lower part
- Clean cable vault floor
- Cable vault sump pump and sensor
- The contractor must remove all replaced tiles, paint debris, wastewater, and other project waste from the installation for disposal. The contractor shall be fully responsible for all debris and waste disposal.

1.2. Performance Schedule. Upon contract award, and prior to commencing services, the Contractor shall submit Work Plan and Cleaning Schedule to the 78th Signal Battalion Quality Assurance Personnel (QAP) or designated representative for acceptance. The schedule shall include the specific dates and locations for projected work for which the Contractor will perform the Work Plan and Cleaning Schedule tasks listed below. The Contractor shall submit a revised schedule if changes occur, for QAP acceptance. The Contractor shall not implement changes to the schedule until the changes are accepted by the QAP or designated representative.

1.3. Services Summary.

Performance Objective	PWS Paragraph	Performance Threshold	Surveillance Method
Clean the above ceiling A/C duct tops where possible – possible scaffolding required	1.1	All residue from the leak removed	Visual Inspection

Wipe down above ceiling pipe where possible – possible scaffolding required	1.1	All residue from the leak removed	Visual Inspection
Clean the ceiling tiles and replace where required (up to 10% of 1,126.91 sq ft.). The Government will provide all necessary tiles.	1.1	All residue from the leak removed	Visual Inspection
Clean the walls	1.1	All residue from the leak removed	Visual Inspection
Repaint wall area below leak area (west wall).	1.1	All residue from the leak removed	Visual Inspection
Clean above equipment – e.g. panels / CRACs / disconnects etc.	1.1	All residue from the leak removed	Visual Inspection
Clean fiber cable trays and ladders	1.1	All residue from the leak removed	Visual Inspection
Clean cables in trays and ladders	1.1	All residue from the leak removed	Visual Inspection
Clean the floor cover base	1.1	All residue from the leak removed	Visual Inspection
Clean the RGAF and use buffing machine	1.1	All residue from the leak removed	Visual Inspection
Replace RGAF tiles if stained (up to 10% of 1,126.91 sq ft.). The Government will provide all necessary tiles.	1.1	All residue from the leak removed	Visual Inspection
Clean under the floor and sub floor cables	1.1	All residue from the leak removed	Visual Inspection
Clean Cable vault walls – lower part	1.1	All residue from the leak removed	Visual Inspection
Clean cable vault floor	1.1	All residue from the leak removed	Visual Inspection
Cable vault sump pump and sensor	1.1	All residue from the leak removed	Visual Inspection
The contractor must remove all replaced tiles, paint debris, wastewater, and other project waste from the installation for disposal. The contractor shall be fully responsible for all debris and waste disposal.	1.1	All replaced tiles, paint debris, wastewater, and other project waste removed from the installation for disposal.	Visual Inspection

2. GOVERNMENT FURNISHED PROPERTY AND SERVICES.

2.1. Government Furnished Property. N/A.

3. GENERAL INFORMATION.

3.1. Quality Control.

The Contractor is required to control the quality-of-service delivery and offer to the Government for acceptance only services which conform to contract requirements. The overall control of quality must meet the specified performance thresholds for each requirement in the Services Summary.

3.2. Quality Assurance.

The Government will periodically evaluate the Contractor's performance by appointing a representative(s) to monitor performance to ensure services are received. The Government representative will evaluate the Contractor's performance through intermittent on-site inspections.

3.2.1. The QAP is the authorized Government representative who will perform assessments of the Contractor's performance. Subsequent to contract award, the identity of the QAP, with a letter defining their duties and authority will be promptly furnished to the successful bidder/offeror.

3.2.2. The QAP will inform the contract manager in person when discrepancies occur and will request corrective action. The QAP will make a notation of the discrepancy on their surveillance checklist with the date and time the discrepancy was noted and will request the contract manager (or authorized representative) to initial the entry on the checklist.

3.2.3. Any matter concerning a change to the scope, prices, terms or conditions of this contract shall be referred to the Contracting Officer (CO).

3.2.4. The services to be performed by the Contractor during the period of this contract shall at all times and places be subject to review by the CO or authorized representative.

3.3. Physical Security Requirements.

3.3.1. The Camp Foster Annex is a United States Marine Corps (USMC) installation and requires access approval through the USMC PMO.

3.3.2. Base passes and vehicle stickers. The Contractor is responsible to obtain such clearances and/or passes as required for his/her employees to enter the U.S. military installations prior to start to work. The Contractor shall be responsible for all passes issued to his/her employees under this contract. Applications shall be coordinated with the QAP. At the time of application, security forces may conduct a background check on employees. Upon termination of employment, the Contractor shall be responsible for returning identification cards and base passes within 24 hours.

3.3.3. Interference with Government Operations. The Contractor shall establish work procedures and methods to avoid interference with existing operations within or adjacent to the cleaning

work. Free passage into adjoining or adjacent buildings/areas not in the Contract will not be permitted, except as approved by the QAP. Procedures and methods shall also provide for safe conduct of work and protection of property, which is to remain undisturbed.

3.3.4. Secured Areas/Buildings. The Contractor will be escorted by an appropriate Government official. The Contractor shall provide the QAP with an access list to the security personnel solely valid for these secured areas or buildings prior to start this contract. The QAP will ensure the access list is delivered to the 78th Signal Battalion S2.

3.5. Hours of Operation.

3.5.1. The Contractor shall perform the services required under this contract during the following hours: 0700 through 1600, Monday through Saturday, excluding Sundays and U.S Holidays. With prior approval of the CO, the Contractor may work extended hours to ensure timely completion of work at no additional cost to the Government.

3.5.2. Non-duty hours of operation are from 1600 to 0700, Monday through Saturday, including Sunday, and US Holidays. With prior approval of the CO, the Contractor may work extended hours to ensure timely completion of work at no additional cost to the Government.

3.5.3. Operations During Typhoon Conditions. When Tropical Cyclone Condition Readiness (TCCOR) 2 is declared, all work will cease immediately. The Contractor will clean up and dispose of all loose debris and waste as directed by QAP to secure the job site against damage that may result from anticipated weather conditions. Contractor responsibility shall remain the same during tropical cyclone declaration TCCOR 1 Caution. Upon the declaration of TCCOR 1 Caution, the Contractor employees shall be excused from all duties. Upon declaration TCCOR 1 Recovery, the Contractor will immediately be available for duty.

3.5.4. Recognized Holidays. The Contractor is not required to provide service on the following days: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Days, Thanksgiving Day, and Christmas Day. If the holiday falls on Saturday, it is observed on Friday. If the holiday falls on a Sunday, it is observed on Monday.

3.6. Conservation of Utilities.

The Contractor shall instruct employees in utilities conservation practices. The Contractor shall be responsible for operating under conditions which prevent the waste of utilities which include the following:

3.6.1. Lights will be used only in areas where and when work is actually being performed.

3.6.2. Mechanical equipment controls for heating, ventilation, and air conditioning systems will not be adjusted by the Contractor or by Contractor employees unless authorized.

3.6.3. Water faucets or valves will be turned off after the required use has been accomplished.

3.6.4. Government telephones will be used only for official Government business.

3.7. Records.

The Contractor shall be responsible for creating, maintaining, and disposing of only those Government required records that are specifically cited in this PWS. If requested by the Government, the Contractor shall provide the original record or a reproducible copy of any such record within five working days of receipt of the request.

3.8. Environmental Controls.

3.8.1. Compliance with Laws and Regulations. The Contractor shall be knowledgeable of and comply with all applicable Japan Environmental Governing Standards (JEGS can be found at http://www.usfj.mil/Portals/80/Documents/Other/2016%20JEGS.pdf), and requirements regarding environmental protection. In the event environmental laws/regulations change during the term of this contract, the Contractor is required to comply as such laws come into effect. If there is an increase or decrease in cost as a result of the change, the Contractor shall inform the Contracting Officer pursuant to notice requirements and negotiate a modification to the contract.

3.8.2. Notification of Environmental Spills. If the Contractor spills or releases any substance contained in the JEGS into the environment, the Contractor or its agent shall immediately report the incident to the Army fire department at 911 and the QAP. The liability for the spill or release of such substances, rests solely with the Contractor and its agent. The Contractor is responsible for spill clean-up, remediation and disposal in accordance with appropriate laws and regulations. A written report shall be submitted to the QAP within 7 calendar days from the incident.

3.8.3. Material Storage and Use. The Contractor shall follow manufacturer's guidelines and professional recommendations for control of humidity, temperature, cleanliness, and materials handling. This includes hazardous materials.

3.9. Government Observations.

Government personnel, other than the Co and the QAP, may from time to time, with CO and QAP coordination, observe Contractor operations. However, these personnel may not interfere with Contractor performance or make any changes to the contract.

3.10. Safety Requirements.

In performing work under this contract, the Contractor will:

3.10.1. Conform to the safety requirements contained in the contract for all activities related to the accomplishment of the work.

3.10.2. Perform work in a safe manner as required by OSHA 2206, General Industry, Occupational Safety and Health Standards (29 CFR 1910) and Japan Environmental Governing Standards (JEGS) by US Force Japan.

3.10.3. The Contractor will not disturb building materials that are known or suspected to contain Asbestos. The Contractor shall be required under 29 CFR to provide Safety Data Sheet (SDS) and safety precautions to US Army officials when hazardous materials are brought to the workplace. The Contractor shall be required to protect the human health of Army personnel from all chemical, physical agent, and physical hazards caused by Work Plan and Cleaning Schedule activities. Accident Prevention Plan/Activity Hazard Analysis (APP/AHA) per EM 385-1-1 should include fire/explosion prevention.

3.10.4. Develop and provide at the start of the orientation period or the start of the first operational performance period (if there is no orientation period) a safety plan for the protection of Government facilities and property and to provide a safe work environment for Contractor personnel.

3.10.5. Provide protection to Government property to prevent damage during the period of time the property is under the control or in possession of the Contractor.

3.10.6. Include a clause in all subcontracts to require sub-Contractors to comply with the safety provisions of this contract as applicable.

3.10.7. Record and report promptly (within one hour) to the CO and the QAP all available facts relating to each instance of damage to Government property or injury to either Contractor or Government personnel.

3.10.8. In the event of an accident/mishap, take reasonable and prudent action to establish control of the accident/mishap scene, prevent further damage to persons or property, and preserve evidence until released by the accident/mishap investigative authority through the contracting officer.

3.10.9. If the Government elects to conduct an investigation of the accident/mishap, the Contractor shall cooperate fully and assist Government personnel in the conduct of investigation until the investigation is completed.

3.10.10. Include a clause in each applicable subcontract requiring the sub-Contractor's cooperation and assistance in accident reporting and investigation.

3.10.11. Emergency Phone Numbers.

From on base (Use DSN Phone): 911
From off base: 911-1911
From Cell Phone: 098-911-1911

3.11. Continuation of Essential DOD Contractor Services During Crisis.

This service is determined to be *non-essential* for performance during crisis according to DODI 3020.41, Operational Contract Support, paragraph 2.c. In the event of crisis, the Contractor will be notified by the CO of the need to discontinue services due to contingency, base closure or other causes. If notification to discontinue services is not received, the Contractor will be expected to continue performance in accordance with this PWS.

3.12. Publications.

Compliance with all publications, regulations and operating instructions provided by the Government is required when:

3.12.1. They pertain to the procedures for materials expediting herein and where the Contractor is authorized by the performance work statement to accomplish the work specified in the publication, regulation or operating instructions.

3.12.2. The publications prescribe US Army policies, use of materials, procedures and processes applicable to the work requirements.

3.12.3. The Contractor is required to acquire and work on the latest version of any publications.

3.13. Contractor Personnel.

3.13.1. Contract Manager: The Contractor shall provide a contract manager and alternate contract manager (responsible in the absence of the contract manager) who shall be responsible for the performance of the services. The names of the contract manager and alternate(s) shall be provided to the CO in writing prior to the beginning of the first performance period. The contract manager and alternate(s) must be able to read, write, speak, and understand English.

3.13.1.1. The contract manager and alternate shall have full authority to act for the Contractor on all contract matters relating to daily operations of this contract.

3.13.1.2. The contract manager or alternate shall be available on work sites during the normal hours of operation for the CO, QAP, and other Government personnel designated by the CO for any matters and issues concerning the contract.

3.13.2. Contractor Employees: the Contractor shall not employ persons for work on this contract if such employee is identified to the Contractor by the CO as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population.

3.13.2.1. Contractor personnel shall present a neat appearance and be easily recognized as Contractor employees. This may be accomplished by wearing distinctive clothing bearing the name of the company or by wearing appropriate badges, which contain the company name and employee name in English.

3.13.2.2. The Contractor shall not employ any person who is an employee of the U.S. Government if employing that person would create a conflict of interest. Additionally, the Contractor shall not employ any person who is an employee of the Department of the Army, either military or civilian, unless such person seeks and receives approval according to DOD 5500-7-R Joint Ethics Regulation.

3.13.2.3. The Contractor is cautioned that off-duty active military personnel hired under this contract may be subject to permanent change of station, change in duty hours or deployment. Military Reservists and National Guard members may be subject to recall to active duty. The abrupt absence of these personnel could adversely affect the Contractor's ability to perform; however, their absence at any time shall not constitute an excuse for nonperformance under this contract.

3.14. Japanese Road Laws.

3.14.1. The Contractor shall comply with Japanese Road Laws while on US Military installations to specifically include: Article 43, "The Road Law" (Japan) (prohibited acts relative to roads). No person shall commit the following described acts:

3.14.1.1. Damaging the road, causing roads to be littered with debris, polluting the roads with debris or fallout from motor vehicles or otherwise defacing roads unreasonably or without due cause.

3.14.1.2. Article 43-2 (Measures to be taken to prevent cargo or things loaded on motor vehicles from falling out).

3.14.1.3. The agency managing a road may when there is reasonable cause for him to feel that items or cargo being carried in or on a motor vehicle may fall out and damage, pollute, or otherwise deface the road in such manner as to hinder or obstruct the traffic, order the operator of the vehicle in question to take steps or measures necessary to prevent occurrence of such hindrance by stopping operation of the vehicle, or correcting the method of loading or traveling or operation of the vehicle.

3.15. Insurance Requirements.

3.15.1 The Contractor shall procure and maintain during the entire period of his performance under this contract the following minimum insurance on each vehicle used by the Contractor at the work site.

3.15.2. Type: Automobile Property Damage Insurance, amount: ¥3,000,000 or dollar equivalent. Bodily Injury Insurance, amount: ¥30,000,000 or dollar equivalent.

3.15.3. All vehicles must be properly inspected/insured in accordance with Japanese Compulsory Insurance (JCI) requirements.

3.15.4. Prior to the commencement of work hereunder, the Contractor shall furnish to the CO a certificate or written statement of the above required insurance. The policies evidencing required insurance shall contain an endorsement to the effect that cancellation or any material change in the policies adversely affecting the interests of the U.S. Government in such insurance shall not be effective for such period as may be prescribed by the laws of the state in which this contract is to be performed and in no event less than thirty (30) days after written notice thereof to the CO.

3.16. Contractor Incurred Expenses.

All expenses incurred by the Contractor while executing this contract to include, but not limited to: travel expenses, lodging, dining, and other miscellaneous expenses will be the sole responsibility of the Contractor. Any and all compensation for these expenses will be considered as included in the pricing quote.