PERFORMANCE WORK STATEMENT (PWS)

FOR

87 ABW/JA MOVE (from Bldg. 2901) (to 1902)

4 May 2026

1.0 SCOPE OF WORK:

The Contractor shall provide removal/installation services of Government-owned furniture consisting on: (1) disassembling, packing, and transporting furniture from Building 2901, 87 ABW, Joint Base McGuire-Dix-Lakehurst, into Building 1902, Joint Base McGuire-Dix-Lakehurst; (2) disassembling, packing, and transporting furniture from Building 2901, 87 ABW, Joint Base McGuire-Dix-Lakehurst, into Falcon Court North Chapel, Joint Base McGuire-Dix-Lakehurst; (3) unpacking, transporting, assembling, and installing furniture within Building 1902, 87 ABW Joint Base McGuire-Dix-Lakehurst, into different rooms within the building in accordance with the "Building Move Furniture" document attached to this Performance Work Statement; and (4) unpacking, transporting, assembling, and installing furniture within Falcon Court North Chapel, 87 ABW Joint Base McGuire-Dix-Lakehurst, into different rooms within the building in accordance with the "Building Move Furniture" document attached to this Performance Work Statement.

The Contractor shall provide all personnel, labor, equipment, tools, materials and supervision necessary to accomplish this non-personal services contract. The contractor will ensure all furniture items are protected to prevent damage and provide PPE to employees to complete the job safely.

2.0 SERVICES NON-INHERENTLY GOVERNMENTAL FUNCTION:

The Government will neither supervise contractor employees nor control the method by which the contractor performs the required tasks. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services or give the perception of personal services. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Contracting Officer immediately. These services shall not be used to perform work of a policy/decision making or management nature, (e.g., inherently governmental functions). All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government. None of the functions to be performed are inherently governmental, in accordance with (IAW) FAR 7.503.

3.0 PLACE OF PERFORMANCE:

Origin: Bldg. 2901 on Joint Base McGuire-Dix-Lakehurst, NJ

Destination: Bldg. 1902 **and** Falcon Court North Chapel on Joint Base McGuire-Dix-Lakehurst, NJ.

4.0 PERIOD OF PERFORMANCE:

- 1-5 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): disassembling, packing, and transporting furniture from Building 2901, part of 1st floor and 2nd floor, Joint Base McGuire-Dix-Lakehurst, into Building 1902, Joint Base McGuire-Dix-Lakehurst

- 1-5 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): unpacking, transporting, assembling, and installing furniture within Building 1902, 1st and 3rd floors, Joint Base McGuire-Dix-Lakehurst, into different rooms within the building in accordance with the "Building Move Furniture" document attached to this Performance Work Statement

- 8-12 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): disassembling, packing, and transporting furniture from Building 2901, remaining 1st and 2nd floors, Joint Base McGuire-Dix-Lakehurst, into Building 1902, Joint Base McGuire-Dix-Lakehurst.

- 8-12 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): unpacking, transporting, assembling, and installing furniture within Building 1902, remaining 1st and 3rd floors, Joint Base McGuire-Dix-Lakehurst, into different rooms within the building in accordance with the "Building Move Furniture" document attached to this Performance Work Statement

- 8-12 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): disassembling, packing, and transporting furniture from Building 2901, 1st Floor, Joint Base McGuire-Dix-Lakehurst, into Falcon Court North Chapel, Joint Base McGuire-Dix-Lakehurst

- 8-12 June 2026 (These dates are anticipated and subject to change. The government will confirm the exact dates at least 7 days prior to start date of the performance): unpacking, transporting, assembling, and installing furniture within Falcon Court North Chapel, 87 ABW Joint Base McGuire-Dix-Lakehurst, into different rooms within the building in accordance with the "Building Move Furniture" document attached to this Performance Work Statement.

5.0 SPECIFIC REQUIREMENTS:

5.1. 1-5 June 2026

Disassembling and transporting, furniture from Building 2901, 87 ABW, Joint Base McGuire-Dix-Lakehurst, and reko to Building 1902, Joint Base McGuire-Dix-Lakehurst

Disassemble, removal, relocation, and reassemble of 335 pieces of office furniture with care into the respective building and rooms as ALL furniture will be reused. A list of rooms as follows (a breakdown for each room is located on the Building Move Furniture excel spreadsheet):

- 2901/108 to 1902/112
- 2901/109 to 1902/111A (room number may change)
- 2901/Entry Hallway to 1902/123
- 2901/Inner Hallway 1st floor to 1902/123
- 2901/108 to 1902/319
- 2901/110 to 1902/323
- 2901/111 to 1902/318
- 2901/112 to 1902/316
- 2901/113 to 1902/321
- 2901/114 to 1902/322 (one workstation)
- 2901/115 to 1902/320
- 2901/117 to 1902/304C (room number may change)
- 2901/217 to 1902/312
- 2901/211 to 1902/307
- 2901/209 to 1902/116
- 2901/2nd Floor Hallway to 1902/302

5.2 8-12 June 2026

Disassembling, transporting, and installing furniture from Building 2901, 87 ABW, Joint Base McGuire-Dix-Lakehurst, to Building 1902, Joint Base McGuire-Dix-Lakehurst

Disassemble, removal, relocation, and reassemble of 500 pieces of office furniture with care into the respective building and rooms as ALL furniture will be reused. A list of rooms as follows (a breakdown for each room is located on the Building Move Furniture excel spreadsheet):

- 2901/105 to 1902/323
- 2901/114 to 1902/322 (remaining desks)
- 2901/116 to 1902/304B (room number may change)
- 2901/118 to 1902/303A&B (room number may change)

- 2901/119 to 1902/304A (room number may change)
- 2901/216 to 1902/313
- 2901/221 to 1902/310
- 2901/219 to 1902/314
- 2901/214 to 1902/313A
- 2901/215 to 1902/311
- 2901/213 to 1902/115
- 2901/210 to 1902/308
- 2901/212 to 1902/309

5.3 8-12 June 2026

Disassembling, transporting, and installing furniture from Building 2901, 87 ABW, Joint Base McGuire-Dix-Lakehurst, to Falcon Court North Chapel, Joint Base McGuire-Dix-Lakehurst

Disassemble, removal, relocation, and reassemble of 65 pieces of office furniture with care into the respective building and rooms as ALL furniture will be reused. A list of rooms as follows (a breakdown for each room is located on the Building Move Furniture excel spreadsheet):

- 2901/106
- 2901/106A

Detailed building layout and list of furniture attached.

The government reserves the right to remove or add furniture pieces not to exceed 10 items or to direct placement to a different room within the same building

6.0 TRANSPORTATION OF FURNITURE

The contractor shall exercise care in handling, loading, unloading and all furniture into a closed van or truck with an enclosed bed or flatbed vehicle with container. The furniture shall be transported with care and protected with stretch wrap or moving blankets to prevent scratching. Care should be exercised if packing furniture on top of each other as to prevent a safety hazard and damage to the furniture. A Government Representative will be responsible for identifying broken/unserviceable furniture.

7.0 INSTALLATION

Includes transporting the listed furniture from Bldg. 2901, Joint Base McGuire-Dix-Lakehurst into Bldg. 1902, Joint Base McGuire-Dix-Lakehurst. Additionally, installation includes re-assembling of furniture moved within rooms in Bldg. 1902.

8.0 CLEAN UP

The contractor shall remove all materials and other debris as a result of disassembling, loading, and unloading of the furniture. The contractor personnel will collect and deposit at the location designated by government personnel. A general cleanup will also be conducted at the end of the furniture removal. The contractor is only responsible for trash and debris created as a result of service provided. The contractor is not responsible for preexisting trash or debris located on work site. The contractor is not required to apply floor protection during the removal of furniture however they will be held accountable for any damages caused to the walls or flooring during the removal of furniture.

9.0 DAMAGE TO GOVERNMENT PROPERTY

In all instances where government property or equipment is damaged by the contractor, a full report of the facts and the extent of the damage, including pictures shall be submitted to the government representative within 24 hours following the incident. The government representative shall forward the report to the contracting officer within 24 hours of receipt. If the contractor is found at fault, the contractor shall be held responsible and will reimburse the government for all damages.

10.0 BASE ACCESS CARDS

All contractor personnel shall obtain appropriate base access cards for entrance onto the base. If the requirements call for Air Force computer or network access, a Common Access Card (CAC) is necessary. ID card/CAC processing will be done by the unit Trusted Agent.

11.0 SECURITY REQUIREMENTS

11.1 Base Access: For either the site visit or submission of proposals, all personnel requesting access to Joint Base McGuire-Dix-Lakehurst must possess a valid State or Government picture identification card (REAL ID). Furthermore, individuals presenting identification cards from a state that is non-compliant with the REAL ID Act will require additional documentation to gain unescorted base access. Additional documentation include a valid U.S. or foreign government issued passport, an employment authorization document that contains a photograph, or identification cards issued by federal state or local government agencies that include a photo and biographic information. A full list of REAL ID Act compliant and non-complaint states can be found at https://www.dhs.gov/current-status-states-territories. Personnel requesting vehicle access to JBMDL Air Force Base must provide a valid driver's license, current vehicle registration, and valid vehicle insurance.

11.2 Physical Security: The contractor shall be responsible for safeguarding all government property provided for use. At the end of each workday, the contractor will ensure the government facility, equipment, and materials are secure.

11.3 Pass and Identification Items: The contractor shall ensure that pass and identification items required for contract performance are obtained for contractor employees and non-Government owned vehicles (as applicable.)

11.4 Traffic Regulations: Contractor employees shall comply with all base traffic regulations, and are subject to random vehicle speed control checks. Contractor personnel cited for traffic violations on the installation may suffer loss of base driving privileges, debarment from the base, or other administrative action. The use of cell phones, except hands-free phones, is prohibited while driving on military bases.

11.5 Random Personnel and Vehicle Searches: Contractor personnel are subject to random personnel and vehicle searches. If contractor personnel refuse to be searched, they will be denied entry to the base, and may result in loss of base driving privileges, debarment from the base, or other administrative action.

11.6 Weapons, Firearms, and Ammunition: Contractor employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or within contractor-owned vehicles or privately owned vehicles while on military bases.

11.7 Reporting Requirements: Contractor personnel shall immediately report any information or circumstances of which they are aware may pose a threat to the security of Department of Defense personnel, contractor personnel, resources, and classified or unclassified defense information to an appropriate Government authority.

11.8 Cell Phone Usage: The use of cell phones will be in accordance with posted directives on the government installation.

11.9 Installation Perimeter Access Control: Contractors shall return all local access credentials to the issuing office when the contract is completed or when a contractor employee no longer requires access to the installation (e.g., quits or the contract is terminated). Immediately send notification to Security Forces for an appropriate update in Defense Biometric Identification System (DBIDS) when a contractor refuses to return issued access media. If a local access credential is not returned, the Installation Commander may consider debarment. If debarment occurs, promptly notify the applicable contracting officer and/or civilian personnel office.

12.0 DEFINITION

Contracting Officer: A person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the contracting officer acting within the limits of their authority as delegated by the contracting officer.

[END OF PERFORMANCE WORK STATEMENT]