**STATEMENT OF WORK (SOW) FOR**

**TURNSTILE MAINTENANCE**

## 1.0 Description of Services

The contractor shall provide all labor, materials, equipment, and management necessary to perform regularly scheduled preventative maintenance of the facility turnstiles at 586 Weyland Rd, Langley AFB, VA 23665. This service is required to ensure the continued operational integrity of the lobby turnstiles, which are critical for maintaining the secure posture of the facility. The project's goal is to perform all recommended preventative maintenance to ensure the turnstiles remain fully functional, prevent hardware failure, and support the facility's 24/7 mission operations.

## 2.0 Scope of Work

This Statement of Work (SOW) defines the requirements for the regular scheduled maintenance of the lobby turnstiles to directly support the 497th Intelligence, Surveillance, and Reconnaissance Group (ISRG) and the 24/7 mission operations of Distributed Ground System-1 (DGS-1).

The desired outcome of this effort is to guarantee the continuous, uninterrupted operational readiness of the facility's physical access control systems. The magnitude of this requirement encompasses the heavy, day-to-day use of the turnstiles by all mission personnel entering and exiting the multi-story facility. To meet the required standard of quality, the contractor must ensure high-reliability preventative maintenance that prevents hardware-related security breaches, minimizes downtime, and allows for safe, rapid access and departure.

The scope of these desired outcomes includes comprehensive inspection, mechanical adjustment, clearing of debris, and operational verification of all turnstile units. All maintenance will be conducted at 586 Weyland Rd, Bldg. 1302, Joint Base Langley-Eustis, VA 23665. Contractor(s) will be escorted at all times by Government representatives to ensure secure operations.

### 2.1 Performance Requirements:

**2.1.2** Contractor will complete a site survey and gather all data necessary to establish what needs to be performed.

**2.1.3** Contractor will perform preventative maintenance recommended to ensure continued day-to-day use.

**2.1.4** Contractor will ensure the workspace is clear of tools, parts, and other debris that were not there before the servicing. Contractor will also ensure the proper function of turnstiles before final departure from the facility.

**2.1.4** The project will start within 30 days of contract award and will be completed within 30 days of the start date. A phased schedule is necessary as certain sections of the lobby entry paths and specific turnstile lanes will need to be closed to allow the work to occur safely while maintaining continuous access/departure for mission personnel. The schedule is flexible depending on

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contractor availability, mission demands, facility occupants, or other projects that might impact the service.

**2.1.4.1 Start Date:** ~~15 June 2026~~
**2.1.4.2 Turnstile Lane 1 (Far Right) will be closed until complete:** ~~15 June 2026~~
**2.1.4.3 Turnstile Lane 2 (Center Right) will be closed until complete:** ~~15 June 2026~~
**2.1.4.4 Turnstile Lane 3 (Center) will be closed until complete:** ~~15 or 16 June 2026~~
**2.1.4.5 Turnstile Lane 4 (Center Left) will be closed until complete:** ~~16 June 2026~~
**2.1.4.5 Turnstile Lane 4 (Far Left) will be closed until complete:** ~~16 June 2026~~
**2.1.4.6 Completion Date:** ~~16 June 2026~~

**2.3 Equipment:**

**2.3.1** The contractor shall provide all materials, equipment, and labor necessary to complete the tasks and requirements as stated within this SOW.

**2.4 Coordination:**

**2.4.1** The contractor must coordinate all on-site activities, including scheduling and access, through the Project Manager and Chief of Security Mr. Keith Johnson or COR.
**2.4.2** Contractor personnel will be escorted at all times by Government representatives while inside the facility.

**3.0 General Information**

**3.1 Business Relations:** The Contractor shall successfully integrate and coordinate all activity needed to execute this requirement. The Contractor shall manage the timeliness, completeness, and quality of problem identification. The Contractor shall promptly identify issues to the Government and take timely corrective action. The Contractor shall seek to ensure mission partner satisfaction and professional and ethical behavior of all contractor personnel.

**3.2.1 Safety:** The Contractor and any of its subcontractors (if applicable) shall promptly report pertinent facts regarding mishaps involving Government property damage or injury to Government/Contractor personnel that takes place on an installation. The Contractor shall notify the cognizant Contracting Officer within 24 hours of all mishaps or incidents. The Contracting Officer will in-turn notify the Safety Office. The Contractor shall cooperate in any resulting safety investigation.

**3.2 Contract Management & Administration**

**3.2.1 Contract Management:** The Contractor shall establish clear organizational lines of authority and responsibility to ensure effective management of resources assigned to the requirement. The Contractor must maintain continuity between the mission partner and the contractor's corporate offices.

**3.2.2 Contract Administration:** The Contractor shall establish processes and assign appropriate resources to effectively administer the contract. The Contractor shall respond to the Governments requests for contractual actions in a timely fashion. The Contractor shall have a single point of

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contact between the Government and contractor personnel assigned to support the contract. The Contractor shall assign resources in order to maintain proper and accurate records related to this contract.

**3.3 Subcontract Management:** If applicable, the Contractor shall be responsible for any subcontractor and any subcontractor management necessary to integrated work executed under this contract.

**3.4 Place of Performance:** The work shall be performed at 586 Weyland Rd, JBLE Langley Air Force Base, VA 23665.

**3.5 Hours of Operation**: Normal hours of operation are 0800 to 1700 Eastern Standard Time (EST), Monday – Friday, excluding federal holidays. If the contractor wishes to perform services outside of these hours, they must coordinate with the Contracting Officer Representative (COR) and Contracting Officer (CO) no later than one week prior.

**4.0 Inspection and Acceptance:**

**4.1 Inspection:** Project will be considered completed upon a final walk-through with 633 CONS Inspectors. Acceptance will be based on the successful fulfillment of all performance requirements outlined in this SOW, specifically the preventative maintenance of the 497 ISRG turnstiles.

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