PERFORMANCE WORK STATEMENT (PWS)

FOR

2026 BASE LAUNDRY SERVICES

MALMSTROM AFB, MT

Updated 4 June 2026

1. DESCRIPTION OF SERVICES/GENERAL INFORMATION

1.1. SCOPE OF WORK. The Contractor shall provide laundry, dry-cleaning, and rental services for multiple locations (See Appendix B, Pick-Up and Delivery Schedule) on Malmstrom AFB (MAFB), MT in accordance with all federal, state, and local regulations, commercial standards and this Performance Work Statement (PWS). Services shall be performed at the contractor's facility, and include pick-up, delivery, and cleaning.

1.2. CONTRACTOR PERSONNEL MANAGEMENT.

1.2.1. The Contractor shall provide all services in this PWS in an efficient and timely manner to the satisfaction of the Government as evidenced by feedback and performance metrics stated in the Service Delivery Summary on page eight (8). The Contractor shall provide a manager who shall be responsible for the performance of the work. The name of this person and an alternate(s), who shall act for the manager when the manager is absent, shall be designated in writing to the Contracting Officer (CO) prior to starting performance of the contract. The manager or alternate(s) shall have full authority to act for the Contractor on all contract matters relating to daily operations of this contract. Contract management shall be able to read, write and speak English.

1.2.2. The Contractor Program Manager (PM) or alternate shall be available within two hours after notification during normal duty hours to meet on the installation with the Government to discuss problem areas. After normal duty hours, the PM or designated alternate shall be available within 12 hours to meet the needs of the Government.

1.3. 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.

1.3.1. The Contractor shall not employ any person who is an employee of the US 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 Air Force, either military or civilian, unless such person seeks and receives approval according to Department of Defense (DoD) 5500.07-R, *Joint Ethics Regulations*. The Contractor shall not employ any person who is an employee of the Department of the Air Force if such employment would be contrary to the policies in Air Force Instruction (AFI) 64-106, *Contractor Labor Relations Activities*.

1.3.2. Contractor employees shall not loiter in any working area before or after performing services. All contractor employees shall limit their travel on MAFB only to the specific areas required for performance of services or travelling directly to and from these locations. Upon completion of contract work, contractor employees shall promptly depart MAFB.

1.3.3. Contractor employees are prohibited from possessing weapons, firearms, or ammunition on themselves or within their contractor owned vehicle or privately owned

vehicle while on MAFB. The use of alcoholic beverages or illegal drugs by contractor personnel while on duty is strictly forbidden. The Contractor shall immediately remove any employee who is under the influence of alcohol or drugs.

1.3.4. The Government reserves the right to request the removal of any and/or all personnel from the installation who endangers persons or property, whose actions are inconsistent with professional conduct, whose continued employment is inconsistent with the interest of military security or who is found to be incapacitated or under the influence of alcohol, drugs, or other substances. Removal of employees for any reason does not relieve the Contractor of the requirement to perform services specified herein.

1.4. CONTRACTOR PERSONNEL DRESS AND APPEARANCE. Contractor personnel shall present a neat and clean appearance and be easily recognized as Contractor employees. The Contractor shall provide Contractor personnel working on MAFB with a method of identifying the company name, employee's first and last name, and job title. This may include a name badge, company shirt with employee's name, etc. Employees must wear identification at all times. For security reasons, all Contractor personnel are subject to provide credentials for identification.

1.5. ORDERING. IAW RFO 2.101, Definitions, a Task Order (TO) means an order for services placed against an established contract or with Government sources. Task Order (TO) shall be issued at any time during the performance of this contract IAW RFO 52.216-18, *Ordering*. The Government shall place TO's against items identified under Appendix C, Estimated Annual Workload Data for services to be provided under this Contract.

1.6. REQUIREMENTS. The requirements specified in this PWS are subject to periods of fluctuation as mission and personnel requirements change. Therefore, quantities and delivery schedules are not static and are subject to change. Each organization will establish/maintain individual requirement quantities.

1.7. PICK UP AND DELIVERY SCHEDULE AND HOURS OF OPERATION. Pickup and delivery points and times are specified in Appendix B. Same quantity of items picked up and laundered (or dry cleaned) will be returned, at a the latest, within 3 workdays of pickup.

1.8. HOLIDAYS. The table below identifies Federal Holidays that are observed. When a holiday occurs on a scheduled pick up or delivery day, the scheduled pickup and delivery will be performed on the first workday following the holiday.

January 1	New Year's Day
3rd Monday in January	Martin Luther King Jr. Day
3rd Monday in February	Presidents' Days
Last Monday in May	Memorial Day
June 19	Juneteenth
July 4	Independence Day
1st Monday in September	Labor Day
Second Monday in October	Columbus Day
November 11	Veterans Day
4th Thursday in November	Thanksgiving Day
December 25	Christmas Day

1.9. PASS AND IDENTIFICATION. Contractor shall complete a Contractors Entry Authorization List (CEAL), listing all Contractor personnel who require access to the base in order to obtain a base pass. The CEAL employee information shall be provided to the CO no later than 10 days prior to the date when access is required. The Security Forces Squadron will verify each individual for access eligibility and reserves the right to deny access to the base for any employee. The CEAL is required to be updated annually.

1.10. MOTOR VEHICLE OPERATION ON BASE. Operators of contractor vehicles shall possess a valid commercial driver's license for the categories of vehicles operated. Contractor personnel are advised that seat belt usage is mandatory at all times while operating a motor vehicle on base. Montana state law requires that all individuals in a vehicle use a seat belt. AFI 31-218, *Air Force Motor Vehicle Traffic Supervision*, prescribes that installation commanders must ensure drivers comply with state and local traffic laws both on and off base. Accordingly, while on MAFB, operators and passengers must wear seat belts and may be ticketed by Security Forces personnel for failure to comply. Any person found not using seatbelts, as required by Montana law, while operating or riding in a motor vehicle on MAFB shall be subject to established base policy suspensions.

1.10.1. Any person found speeding while operating a motor vehicle on MAFB shall be subject to the same suspensions. Repeated offenses will result in the loss of on-base driving privileges and could have an adverse effect on the Contractor's ability to perform contract requirements.

1.11. PERFORMANCE DURING CRISIS. All laundry and dry-cleaning services required in this PWS are essential and shall continue uninterrupted according to the Department of Defense Instruction (DoDI) 1100.22, *Policy and Procedures for Determining Workforce Mix*. As such, the Contractor will be required to perform during a crisis declared by the National Command Authority or Overseas Combatant Commander. The CO or designated representative will verbally advise the Contractor of the effort required during such a crisis.

1.12. CONTINGENCY PLAN. The Contractor shall provide a written contingency plan in situations such as loss of manpower due to illness, vacations, labor disputes, relieved from duty, and death to ensure no significant interruptions of services.

1.13. SAFETY. The Contractor shall notify the government representative of mishaps that results in injury or illness to Air Force personnel or damage to government-owned property. Mishaps shall be defined, investigated, and reported to the USAF. In the event of an accident, the Contractor employees working on a government installation are subject to toxicological testing IAW AFI 91-204, *Safety Investigations and Reporting.* The Contractor shall comply with established safety program and all provisions of Occupational Safety and Health Act (OSHA).

1.14. ANTI-TERRORISM (AT) AWARENESS TRAINING. When requested by the Contractor, the Government will provide AT level 1 awareness training IAW AFI 10-245, *Air Force Antiterrorism (AT) Standards*. The objective of the training is to provide personnel with requisite knowledge necessary to remain vigilant for possible terrorist actions and enable employment of AT tactics, techniques, and procedures. AT awareness training will be provided by an authorized instructor. All personnel are required to abide by all real-world Force Protection Condition (FPCON) measures, Random Anti-Terrorism Measures (RAMs), shelter -in-place (SIP), evacuations, lock-down notices as directed (i.e. mandatory badge/ID checks, hand carried items will be searched, etc.

1.15. INVOICES AND PAYMENTS. For task orders funded by appropriated funds the Contractor shall submit invoices by the 10th of the month for coordination by the task order Point of Contact (POC) for services rendered during the previous month. Each invoice must include an itemized list of all services rendered. Invoices will not be approved unless the services can be verified. The Contractor shall then submit invoices through the electronic invoicing system, Wide Area Work-Flow – Receipt and Acceptance. The electronic invoice will be processed for payment once the services have been validated by the customer identified in each task order.

1.15.1. For the Non-Appropriated Funds (NAF) TO, Lodging/Temporary Lodging Facility, the Contractor shall email the invoice to the base NAF Resource Manager (RM). The Contractor must complete an electronic funds form with banking information and provide to the NAF RM. AFPC/FMNFL will review and approve items for payment. Each invoice must include an itemized list of all services rendered. Invoices will not be approved unless the services can be verified.

1.15.2. The government may utilize a Government Purchase Card (GPC) to make payments for ALL or PARTIAL orders. Any associated Third-Party fees shall be indicated in Attachment 2, Bid Schedule, Row 5. Invoices and itemized list of services rendered must be emailed to the requirement owner, Contracting Officer and Contracting Specialist prior to payment. The purpose of this is to ensure minimum and maximum orders are not exceeded and there is visibility into the quantity of items ordered.

1.16. PERFORMANCE EVALUATIONS AND MEETINGS. The Government will evaluate the Contractor's performance in accordance with the Inspection of Services in clause RFO 52.212-4(b) and the Services Delivery Summary as stated in Section 2 of this PWS.

1.16.1. The Contractor's Performance Manager may be required to meet with the customer(s) and the CO, as necessary, during the performance of the contract. However, if the Contractor requests, a meeting may be held whenever a customer complaint is issued. The written minutes of these meetings shall be signed by the Contractor's PM, the Government CO, and customer. Should the Contractor not concur with the minutes, the Contractor shall state, in writing, any areas of non-concurrence to the CO within 5 calendar days of receipt of the signed minutes.

1.17. QUALITY CONTROL PLAN. The Contractor shall establish and maintain a complete Quality Control Plan (QCP) to ensure the requirements of this PWS are provided as specified. The Contractor shall develop quality control procedures addressing the areas identified in Section 2, Services Delivery Summary. The Contractor shall submit their QCP at the pre-performance conference for acceptance by the Government. An updated copy must be provided to the CO as changes occur. The plan shall include procedures for in-process controls of laundry and dry-cleaning processes.

1.17.1. The QCP shall include a description of the inspection system to cover all services listed on the Service Delivery Summary. The description shall include specifics as to the areas to be inspected on a scheduled and unscheduled basis, frequency of inspections, and the title and organizational placement of the service provider inspectors.

1.17.2. A description of the methods to be used for identifying and preventing defects in the quality of service performed.

1.17.3. A description of the record is to be kept to document inspections and corrective or preventive actions taken. The records of inspections shall be kept by the Contractor and made available to the Government throughout the contract performance period and for the period after contract completion until final settlement of any claims under this contract.

1.18. ENVIRONMENTAL MANAGEMENT. To comply with federally mandated environmental preference programs and (DoD) "Green Procurement Program" policy, MAFB requires the use of environmentally preferable products and services. These program elements include recovered material products, energy and water efficient products, alternative fuels and fuel efficiency, bio-based products, non-ozone depleting substances, priority chemicals, and environmentally preferable products. These program elements are described on the Office of Federal Sustainability website (http://www.sustainability.gov).

1.19. PRODUCTS AND MATERIALS. Cleaning products required in the performance of this PWS shall meet as a minimum, Green Seal Product Standards (http://www.greenseal.org/certification/environmental.cfm). Products that fall under the Environmental Protection Agency (EPA) Comprehensive Procurement Guidelines (CPG) (http://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-prgram) shall meet the minimum recovered (recycled) content. Bio-based products shall be used upon issuance of the bio-based product listing from the United States Department of Agriculture (USDA) (http://www.usda.gov).

1.20. CONTRACTOR MANPOWER REPORTING APPLICATION. The Contractor shall ensure ALL contractor labor hours (including subcontractor labor hours) required for the performance of services provided under this contract are reported via a secure data collection site.

1.20.1. The contractor (and all subcontractors providing direct labor under this contract) shall report complete and accurate data for the labor executed during the period of performance during each Government fiscal year (FY), which runs from October 1 to September 30. The Contractor shall input the data into the appropriate eCMRA reporting tool, which can be accessed via a secure web site at http://www.ecmra.mil/.

1.20.2. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. The contractor shall completely fill in all required data fields. The contractor shall enter initial data into the appropriate eCMRA tool to establish the basic contract record no later than 15 working days after receipt of contract award or contract modification incorporating this clause. The contractor shall notify the COR when the basic contract record has been established in the appropriate eCMRA tool.

1.20.3. eCMRA User Manuals and Frequently Asked Questions (FAQs) are available at http://www.ecmra.mil/. Contractors may direct technical questions to the eCMRA help desk at dodcmra@pentagon.af.mil.

2. <u>SERVICE DELIVERY SUMMARY (SDS)</u>. The Services Summary states service outcomes expected. The Government reserves the right to inspect the Contractor's facility and observe in-process work in accordance with RFO 52.212-4.

SDS #	Performance Objective	PWS Para Ref	Threshold	Method of Measuring
1	Did the contractor accomplish pickup and deliveries as scheduled?	1.7., App. B	3 valid customer complaints per month per task order	Customer complaint
2	Did the contractor deliver correct quantities?	1.7., Section 3. and App C	3 valid customer complaints per month per task order	Customer complaint
3	Laundry/Dry-cleaning is delivered free of all visible dirt, debris, dampness, odor, mildew, cleaning chemical residue, has a uniform appearance and is properly finished	3.1.2., 3.1.3., 3.1.4., 3.1.5., 3.1.6., 3.1.8., 3.1.10. and App C	3 valid customer complaints per month per task order	Customer complaint
4	Lost and damaged laundry/linen is equitably adjusted in accordance with DFARS clause 252.237-7014, Loss or Damage (Count-of-Articles) and DFARS clause 252.237-7015, Loss or Damage (Weight of Articles), within 30 calendar days of notification.	3.1.9., 3.1.11 3.1.13. and 3.1.14.	3 valid customer complaints per month per task order	Customer complaint
5	All items are properly packaged in accordance with commercial standards and this PWS.	3.1.5., 3.1.6., 3.1.7.	3 valid customer complaints per month per task order	Customer complaint

2.1. SURVEILLANCE. The Government may use a variety of surveillance methods to evaluate the Contractor's performance. Only one method will be used at a time. The methods of surveillance or documentation of deviant performance that may be used are:

2.1.1. Random sampling of recurring service output (e.g. deliveries). However, random sampling is discouraged unless delivery lot size is significant.

2.1.2. Periodic surveillance as determined necessary to assure a sufficient evaluation of Contractor performance.

2.1.3. Customer Complaint: The primary surveillance method the Government may use to evaluate the Contractor's performance in meeting the contract requirements. Once a complaint has been filed, surveillance will be carried out to validate complaints.

2.2. PERFORMANCE EVALUATION MEETINGS. The CO may require the contract manager to meet with the CO, Contract Administrator, COR, and other government personnel as deemed necessary. The Contractor may request a meeting with the CO when he or she believes such a meeting is necessary. Written minutes of any such meetings shall be recorded in the contract and signed by the contract manager and the CO or contract administrator. If the Contractor does not concur with any portion of the minutes, such non-concurrence shall be provided in writing to the CO within 5 calendar days following receipt of the minutes.

3. SERVICES

3.0.1. Scope of Work. The Contractor shall furnish all personnel, equipment, transportation, materials and supplies, and supervision to provide laundry, dry-cleaning and rental service, including pickup and delivery, for the items identified in each service area, Appendix C, Estimated Annual Workload Data. Performance shall be in accordance with the scope of this PWS.

3.1. LAUNDRY/DRY-CLEANING

3.1.1. State, Local, and Public Health Requirements. All work performed shall be done under sanitary conditions. Compliance with all certifications or labeling requirements, arising from State or Local Department of Health regulations, is the responsibility of the contractor. Semi-Annual inspections of the contractor's laundry facility will be conducted by Military Public Health Department.

3.1.2. Delivery Vehicle. All laundry and dry-cleaning delivered under this contact shall be transported in clean, closed vehicles. The vehicle shall be maintained in a sanitary condition to prevent cross contamination. Delivery vehicles are subject to search by Security Forces personnel at any given time and place including the contractor's plant or business. All personnel accessing MAFB will be held to safety/security rules of engagement when entering and while on base.

3.1.3. Vehicle Interior. Vehicles must be equipped with barriers on the interior to ensure no cross contamination of clean and soiled items during transit.

3.1.4. Laundered Items. All items being laundered shall be cleaned and finished in accordance with the PWS and commercial standards. Items required to be packaged in bundles shall be bundled using commercial laundry packaging film and in quantities indicated in Appendix C, Estimated Annual Workload Data. Items required to be on hangers shall be hung using accepted commercial standards.

3.1.5. Dry-Cleaning. Dry-cleaned items shall be packaged in bundles or hung on hangers as specified in Appendix C, Estimated Annual Workload Data.

3.1.6. Package Labeling. All packages will be marked with quantities included in each package; use of magic markers on plastic wrap is acceptable for this purpose.

3.1.7. Laundry Containers. The Contractor shall supply all necessary carts, or similar conveyances, tubs, bags, or similar containers to transport laundry/linen during pickup and delivery. All items used for the transportation of laundry/linen shall be kept clean and serviceable at all times. These same clean containers shall be easily distinguishable by markings and shall never contain any items or laundry that have not been cleaned IAW this scope of work and other directives described in the PWS. If the Government discovers that clean laundry has been delivered in uncleansed vehicles/containers, in accordance with the PWS, the Government shall refuse the respective laundry affected and the Contractor shall return the cleaned laundry no later than the next scheduled delivery date.

3.1.8. Missing/Lost/Damaged Articles. The Contractor will deliver any articles missing from a delivery by the next regular scheduled delivery at no additional charge to the Government. If an article is missing from a delivery, the Contractor will document the shortage on the delivery ticket. All accountable items not delivered within 1 week of the original scheduled delivery date will be considered lost. If the Contractor does not deliver a lost item within 10 working days of being determined lost, the Contractor shall reimburse the Government for the cost of the lost items IAW DFARS clause 252.237-7014, Loss or Damage (Count-of-Articles) or DFARS clause 252.237-7015, Loss or Damage (Weight of Articles) as applicable.

3.1.9. Contaminated Laundry. Contaminated laundry will be given to the Contractor in easily identifiable bags. The Contractor is responsible for properly handling and cleaning contaminated laundry in accordance with standard infection control procedures. Contractor shall pick up, clean and deliver contaminated laundry in accordance with OSHA Standards, http://www.osha.gov/SLTC/etools/hospital/laundry/laundry.html. All laundry originating from the Medical Treatment Facility (MTF) will be considered contaminated for handling purposes.

3.1.10. Hazardous Considerations. All clothing/mats to be laundered from 583rd MMXS is considered hazardous due to exposure of the following chemicals while on site and/or in production process:

Chromium VI
Cadmium
Lead
Methylene Chloride
Formaldehyde

3.1.11. Unserviceable Items. The Contractor shall return all unserviceable and non-repairable articles in a separately marked bundle to the Government, after laundering or dry-cleaning the articles. The Contractor will replace unserviceable rental items as necessary. The replacement cost should be included in the rental price of that item.

3.1.12. Weighing and/or Counting Articles. Government personnel shall weigh and/or count articles, prior to picking up. The Contractor shall sign the pickup ticket. The

weight/count will be verified by the Contractor at their production facility. If there are any discrepancies, the Contractor will notify the Government immediately.

3.1.13. Annotation of Delivered Property. The Contractor will record the number of pounds/pieces delivered on the delivery tickets and the Government representative will verify this amount. The Contractor shall provide the delivery tickets and furnish the Government with the original and one copy.

3.1.14. Rejected Laundry/Dry-Cleaning. The Government task order POC will reject, to the Contractor, individual deliveries of laundry/dry-cleaning that do not meet established PWS requirements. Laundry/dry-cleaning will be rejected when a quality assurance inspection fails at the time of delivery or when unpacked. Rejected laundry/dry-cleaning shall be collected by the task order POC as discovered and returned to the Contractor who shall re- perform and deliver re-cleaned laundry/dry-cleaning by the next scheduled delivery date. The Contractor shall pack the re-cleaned items separately, identify date with which they were originally returned, and mark "Attention Customer" (Customer is Linen Exchange, MTF etc.). Any item not meeting laundry or dry-cleaning requirements in this PWS shall be re- cleaned at no additional cost to the Government. The quantity of items re-cleaned shall be noted on the delivery receipt.

3.2 LEASING/RENTING SERVICES

3.2.1. Description of Rental Floor Mats. Floor mats are typically a clear/frost color, placed in the Rivet Mile Support Area, Logistics Readiness Squadron Area, Security Forces Area and in the Missile Field transport vans to collect dirt and provide a non-slip environment for personnel safety. The floor mats size can be found in Appendix C below.

3.2.2. Description of Rental Coveralls. Coveralls are used by each mechanic and supervisor at the Rivet Mile Support Area, Logistics Readiness Squadron Area, and in the Missile Field. Coveralls are typically blue in color, chemical resistant, long sleeve, iron on name tag,

3.2.3. designed to be easy to put on, easy to take off, and sized to fit over clothing. The coverall fabric will comply with all Air Force Occupational Safety and Health Standards.

3.2.4. Chemical Resistant Shirt and Pants for Automotive Mechanics. The uniform is a shirt and pant set for automotive mechanics. Shirt and pants are chemical resistant and made of 65% Polyester/35% Cotton material. Shirt is button up has chest pockets, iron on name tag, blue color, short sleeve or long sleeve based on technician preference. Pants have front and rear pockets and button closure, brass zipper, standard belt loops, and blue color.

3.2.5. 583rd MMXS (Rivet MILE) Rental. The Contractor shall obtain appropriate sizes from Rivet Mile Points of Contact (POC) the Resource Advisor, at (406)731-6618 or Mr. Joe Merrick, Inventory Management Specialist, at (406)731-4152 at the beginning of the contract period. The Contractor shall provide five (5) clean coveralls per mechanic and three (3) clean coveralls per supervisor. Currently there are 46 mechanics and 15 supervisors. Numbers of coveralls to be laundered may fluctuate weekly due to tasks performed by the mechanics and supervisors. If new personnel join Rivet Mile, additional coveralls will be provided within 10 days

of Contractor notification. Replacement of coveralls will be accomplished as often as necessary to maintain a safe, clean, neat, and professional image in accordance with commercial and military standards.

APPENDIX A: DEFINITIONS

4 DEFINITIONS

4.1. GENERAL DEFINITIONS:

4.1.1. Performance Requirement: The performance requirement is that point which divides acceptable and unacceptable performance of a task according to the Services Delivery Summaries and the Inspection/Acceptance in RFO clause 52.212-4(b).

4.1.2. Service Delivery Summary: A list of the service outputs under the contract that are to be evaluated on a regular basis.

4.1.3. Quality Assurance. A planned and systematic pattern of all actions necessary to provide confidence that adequate technical requirements are established; products and services conform to established technical requirements; and satisfactory performance is achieved. For purposes of this contract, quality assurance refers to actions taken by the Government.

4.1.4. Quality Control. Those actions taken by a Contractor to control the production of outputs to ensure that they conform to the contract requirements.

4.2. TECHNICAL DEFINITIONS:

4.2.1. Clean. Finished articles are dry and free of soil and objectionable odors. Spots and stains are removed where practical to do so without damaging the fabric and have been treated as required.

4.2.2. Contaminated Laundry. Contaminated laundry will be given to the Contractor in easily identifiable bags. The Contractor is responsible for properly handling and cleaning contaminated laundry in accordance with standard infection control procedures. Contractor shall pick up, clean and deliver contaminated laundry in accordance with OSHA Standards, http://www.osha.gov/SLTC/etools/hospital/laundry/laundry.html. All linen originating from the MTF will be considered contaminated for handling purposes.

4.2.3. Customer. The person authorized to exchange and receive clean linen/dry-cleaning items.

4.2.4. Late. Past one hour of scheduled delivery/pickup times identified in Appendix B.

4.2.5. Linen Exchange. Exchange of dirty linen/dry-cleaning for clean linen/dry-cleaning. Also refers to the location of laundry pick-up and delivery identified in Appendix B.

4.2.6. Medical Treatment Facility (MTF). Those activities providing outpatient and/or inpatient health care services for authorized personnel, commonly called the Malmstrom Clinic.

4.2.7. Processing. All soil; spots and stains are removed during laundering without damage

to fabric.

4.2.8. Unserviceable Articles. Articles that are no longer usable for the purpose intended. The Contractor will return to the customer for inspection of unserviceable items, as necessary**.**

APPENDIX B:
PICK-UP AND DELIVERY SCHEDULE

CE - Fire		
Address	Day	Time
21 73rd Street S. Malmstrom AFB, MT 59402 BLDG 349	Monday	0900
First Shirts		
Address	Day	Time
30 76 St N BLDG 640	Wednesday	0900
FSS - Child Development Center		
Address	Day	Time
6201 Maple St BLDG 4100	Friday (Thursdays when closed Fridays)	0900 - 1100
FSS – Honor Guard		
Address	Day	Time
425 74th St North Malmstrom AFB, MT 59402	Wednesday	0830 - 1030
FSS - Linen Exchange		
Address	Day	Time
Flight line Drive BLDG 226	Monday - Friday	0700 - 1100
MDG		
Address	Day	Time
7300 N. Perimeter Rd, Malmstrom AFB, 59402, BLDG 2040	Wednesday	0730 - 1100
MMXS		
Address	Day	Time
8250 Perimeter Rd. Malmstrom AFB, MT 59402 BLDG 1890	Wednesday	0800 - 1130
SFG		
Address	Day	Time
8901 Range Road Bldg. 1895 Malmstrom AFB, MT 59402-6782	Thursday	1000 - 1600
Temporary Lodging Facility (TLF)		
Address	Day	Time
7028 4th Ave N. BLDG 1680	Monday - Friday	0730 - 1200
WSA - Chapel		
Address	Day	Time
315 72nd St N, Malmstrom AFB Chapel 59402	Monday	1100

APPENDIX C
ESTIMATED ANNUAL WORKLOAD DATA

Finish Ledger			
WDF	Wash, dry, fold	CF	Clear Film Sealed
P	Press on commercial pressing equipment	WK	Wrap finished work in Kraft paper
I	Press on flatwork ironing equipment	FP	Flameproof
TD	Tumble dry	DC	Dry clean
HS	Heavy Starch	B	Return in plastic garment bag
MS	Medium Starch	W	Warm Water Wash
LS	Light Starch	L	Launder according to garment label
NS	No Starch	NB	No Bleach
OH	Return finished work on hangers	FB	Folded and Bundled
WP	Wrap finished work in plastic	BB	Bleach Bath Required
MT	Chemical treat (dust control mops)		
Bundled Items			
Column labeled "Bundled By" reflects the amount required to be packaged in each bundle. This amount does not change the estimated quantity.			
Leasing/Renting Items			
Note (*) designates rental and laundry services.			

LAUNDRY

Civil Engineering (CE) – Fire					
Item Number	**Description**	**Method of Finish**	**Bundle By**	**Estimated Quantity**	**Unit of Measure**
CFD01	A2CU 2-Piece flight duty uniform top	NS/OH/NB/L/B/P	10	100	EA
CFD02	A2CU 2-Piece flight duty uniform bottom	NS/OH/NB/L/B/P	10	100	EA
CFD03	NFPA 1975 Compliant uniform top	NS/OH/NB/L/B/P	5	5	EA
CFD04	NFPA 1975 Compliant uniforms bottoms	NS/OH/NB/L/B/P	5	5	EA

ALL Units					
First Shirts/ Cool Down Rooms (Dorms)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
CDR1	Dorm Twin Flat Sheet, Twin XL	WDF/FB/I	10	4	EA
CDR2	Dorm Twin Fitted Sheet, Twin XL	WDF/FB/I	10	4	EA
CDR3	Dorm Pillowcase	WDF/FB/I	10	4	EA

Force Support Squadron (FSS)					
CDC					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FCD01	Crib Sheets, contour	WP, I	5	7500	EA
FCD02	Crib blanket	WDF, WP	5	9300	EA
DFAC (Linen Exchange)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FDF01	Apron, white, baker, cooks	WDF	5	250	EA
FDF02	Pads, hot oven	L, I, WP	5	50	EA
FDF03	Chef's hat	L	10	150	EA
Honor Guard					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FHG01	Overcoat, poly/wool	P, OH, B, DC	1	100	EA
FHG02	Service Coat, trop/poly	P, OH, B, DC	1	100	EA
FHG03	Blouse, trop/poly (1 day turnaround)	P, OH, B, DC	1	100	EA
FHG04	Skirt, trop/poly	P, OH, B, DC	1	100	EA
FHG05	Pants, trop/poly	P, OH, B, DC	1	100	EA
FHG06	White Gloves, cotton	WDF, P	1 Pair	100	EA
FHG07	All weather coat	P, OH, B, DC	1	100	EA
Missile Field (Linen Exchange)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FMF01	Bag, flyers, A03	WDF, WP	1	1000	EA
FMF02	Blanket, cotton twin XL	WDF, WP	3	2000	EA
FMF03	Pad, mattress twin XL	WDF, WP	3	500	EA
FMF04	Pillowcase	WP, I	50	2500	EA
FMF05	Sheet, flat, twin XL	WP, I	15	5000	EA
FMF06	Bedspread, twin XL	L, WP	2	1000	EA
Readiness (Linen Exchange)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FRD01	Coverall 1 piece	WDF	1	20	EA
FRD02	Cold weather, camouflage pants	OH, B	1	50	EA
FRD03	Cold weather, camouflage parka	OH, B	1	50	EA
FRD04	Gloves, white	WP	1	1000	EA
FRD05	Parka, N3B	OH, B	1	24	EA
FRD06	Jacket, 46P fur collar	OH, B	1	50	EA
FRD07	Liner, field jacket	OH, B	1	50	EA

FRD08	Readiness Coat, Chemical Protective	L, WDF, P	1	500	EA
FRD09	Readiness Pant, Chemical Protective	L, WDF, P	1	500	EA
FRD10	Readiness Sleeping Bag, Stuff Sack	L, WDF	1	50	EA
FRD11	Readiness Sleeping Bag, Bivy Cover	L, WDF	1	50	EA
FRD12	Readiness Sleeping Bag, Patrol Bag	L, WDF	1	50	EA
FRD13	Readiness Sleeping Bag, Intermediate Bag	L, WDF	1	50	EA
Repairables (Linen Exchange)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
FRE01	Repairables NFPA Attach Emblems	WP	1	50	EA
FRE02	Repairables Zipper, hd, parka (NB3)	WP	1	10	EA
FRE03	Repairables Zipper, trousers, flying, 12" and shorter, hd	WP	1	10	EA
FRE04	Repairables Zipper, coveralls, flying, 12” & shorter, hd	WP	1	10	EA
FRE05	Repairables Zipper, coveralls, flying, 12” & longer, hd	WP	1	10	EA
FRE06	Repairables Zipper replacement, coverall, 1 pair	WP	1	5	EA
FRE07	Repairables Zipper replacement, trousers, cook, white	WP	1	10	EA
FRE08	Repairables Zipper, heavy duty, flak vest	WP	1	10	EA
FRE09	Repairables Zipper, jacket 46P	WP	1	10	EA
FRE10	Repairables Zipper, head repairs	WP	1	10	EA
FRE11	Repairables Zipper repairs	WP	1	10	EA
FRE12	Repairables Cuffs, sleeve (L2B, MA1, N3B)	WP	1	10	EA
FRE13	Repairables Cuffs, pants, flight, let	WP	1	10	EA
FRE14	Repairables Collars, reversible (MA1, L2B)	WP	1	10	EA
FRE15	Repairables Loop, replacement (N3B)	WP	1	10	EA
FRE16	Repairables Rips/tears exceeding 4" in length and holes patched, which exceed 1" in diameter	WP	1	25	EA
FRE17	Repairables Button replacement, all types	WP	1	25	EA
FRE18	Repairables Blanket repair, rips > 4” in length	WP	1	25	EA
FRE19	Repairables Bedspread repair, rips > 4” in length	WP	1	25	EA
FRE20	Repairables Snap replacements, all types	WP	1	10	EA

Medical Group (MDG)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
MDG01	Bag, Laundry	FB	10	456	EA
MDG02	Blanket, Cotton	FB	1	1,765	EA
MDG03	Coat, Medical, S/M/L	P, OH, B	1	134	EA
MDG04	Pillowcase	I, FB	25	41	EA
MDG05	Scrub Top, S-XXXL	I, FB	10	371	EA
MDG06	Scrub Pants, S-XXXL	I, FB	10	448	EA
MDG07	Sheet Flat, Cotton, Twin XL	FB	10	315	EA
MDG08	Isolation Gown, L-XL	FB	5	6	EA
MDG09	Towel, hand	FB	10	180	EA
MDG10	Mammography Gown, Standard	FB	10	58	EA
MDG11	Fitted Sheet, Twin XL	I, FB	10	35	EA
MDG12	Exam Gown, Adult	I, FB	10	195	EA
MDG13	Cube Curtain, Standard	I, OH	1	416	EA
MDG14	Ulter G Shorts, PT	L	1	210	EA

583rd MMXS (Rivet Mile)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
MMX01	*Blue Coveralls	WDF, L	410	5000	EA
MMX02	Insulated Coats	WDF, L	6	58	EA
MMX03	Insulated Coveralls	WDF, L	6	58	EA
MMX04	Non-insulated Bib Overalls	WDF, L	11	132	EA
MMX05	Laundry Bag	WDF, L	4	48	EA
MMX06	*BB Frost Floor Mat, 4’x8’	WDF, L	11	132	EA
MMX07	*Safety Floor Mat with rubber backing, 3’x5’	WDF, L	17	204	EA

Security Forces Group (SFG)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
SFG01	*Towel, White Shop	WDF	50	1800	EA
SFG02	*Mats, BB Frost 4x6	WDF-L	1	12	EA
SFG03	*Mats, BB Frost 3x10	WDF-L	1	96	EA
SGF04	*Mats, BB Frost 4x8	WDF-L	10	24	EA
SFG05	*Laundry Bag	W	1	1	EA

Temporary Lodging Facility (TLF)					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
TLF01	Sheets, Queen Flat	W, P, I	10	7,000	EA
TLF02	Sheets, Queen Contoured	W, P, I	10	7,000	EA
TLF03	Blanket, Queen	WDF, WP	2	7,000	EA
TLF04	Mattress Pad, Queen	WDF, WP	2	7,000	EA
TLF05	Bed Spread, Queen	WDF, WP	1	7,000	EA
TLF06	Bedskirt, Queen	DC, WP	10	400	EA
TLF07	Crib Sheet, Contoured	W, P, I	5	200	EA
TLF08	Crib Blanket	WDF, WP	5	200	EA
TLF09	Sheets, Flat, Twin XL	W, P, I	10	2,500	EA
TLF10	Sheets, Contoured, Twin WL	W, P, I	10	2,500	EA
TLF11	Blanket, Twin XL	WDF, WP	2	2,500	EA
TLF12	Mattress Pad, Twin XL	WDF, WP	2	2,500	EA
TLF13	Bed Spread, Twin XL	WDF, WP	1	2,500	EA
TLF14	Pillowcase	W, P, I	40	11,000	EA
TLF15	Pillow Protector	W, P, I	40	11,000	EA
TLF16	Bath Towel, Terry 27” X 54”	WDF, WP	10	19,000	EA
TLF17	Bathmats	WDF, WP	10	15,000	EA
TLF18	Hand Towel, 16” X 30”	WDF, WP	30	19,000	EA
TLF19	Wash Clothes, 13” X 13”	WDF, WP	30	20,000	EA
TLF20	Shower Curtains	L, WP	5	7,000	EA
TLF21	Potholders	L, I, WP	10	250	EA
TLF22	Kitchen Dish Towels, 15” X 25”	WDF, WP	10	250	EA
TLF23	Kitchen Dish Cloth, 12” X 12”	WDF, WP	10	250	EA
TLF24	Drapes	L, DC, OH	2	400	EA

Wing Staff Agency (WSA) – Chapel					
Item Number	**Description**	**Method of Finish**	**Bundled By**	**Estimated Quantity**	**Unit of Measure**
WSA01	Chapel Robes	P, OH, B	1	50	EA
WSA02	Chapel Stoles	P, OH, B	1	50	EA
WSA03	Wash Cloth, Cotton 1-4 oz	WDF, WP	1	364	EA
WSA04	Dish Rag, Cotton 1-4 oz	WDF, WP	10	364	EA
WSA05	Table Cloth, Linen 54”x112”	WP, I	1	468	EA
WSA06	Hand Towels, Cotton 4-7 oz	WDF, WP	10	364	EA

ABBREVIATIONS AND ACRONYMS

AF – (U.S.) Air Force
AFB – Air Force Base
AFI – Air Force Instruction
AT – Anti-Terrorism
CDC – Child Development Center
CLIN – Contract Line Item Number
CO – Contracting Officer
COR – Contracting Officer's Representative
DAF – Department of the Air Force
DAFFARS – Department of the Air Force Federal Acquisition Regulation Supplement
DFARS – Defense Federal Acquisition Regulation Supplement
DoDD – Department of Defense Directive
DoDI – Department of Defense Initiative
FAR – Federal Acquisition Regulation
MAJCOM – Major Command
ODS – Ozone Depleting Substances
OSHA – Occupational Safety and Health Administration
PWS – Performance Work Statement
PME – Professional Military Education
QAPC – Quality Assurance Plan Coordinator
RFO – Revolutionary FAR Overhaul
SDS – Safety Data Sheet
SS – Service Summary