PERFORMANCE WORK STATEMENT (PWS)

RUNWAY FRICTION TESTING AND INSPECTION

JOINT BASE CHARLESTON, SOUTH CAROLINA

Date: January 2026 (Revision 1)

1.0 GENERAL

1.1. PURPOSE

This Performance Work Statement (PWS) defines the requirements for a contractor to provide all necessary management, labor, equipment, and materials to perform recurring aircraft runway inspections using Continuous Friction Measuring Equipment (CFME). These services are for Air Base (JB CHS – AB), North Auxiliary Airfield (JB CHS – NAAF).

1.2. BACKGROUND

Joint Base Charleston shares its runways with Charleston International Airport. It operates two concrete runways: Runway 15/33 (9,001 ft x 150 ft) and Runway 3/21 (7,000 ft x 150 ft). Additionally, the geographically separated North Auxiliary Airfield, approximately 92 miles northwest of JB-CHS, operates two asphalt runways: Runway 6/24 (12,000 ft x 150 ft) and Runway 5/23 (3,000 ft x 90 ft). Regular friction testing is critical for ensuring the safety of all aircraft operations.

1.3. SCOPE

The Contractor shall provide services to include, test scheduling, equipment calibration, testing coordination, friction inspection and testing, retesting, and final report generation. All work shall be performed in accordance with the standards set forth in this PWS and all applicable documents.

1.4. APPLICABLE DOCUMENTS

All work shall conform to the latest editions of the following documents. In case of a conflict, the most stringent standard shall apply.

- FAA AC 150/5320-12: Measurement, Construction, and Maintenance of Skid-Resistant Airport Pavement Surfaces.
- UFC 3-260-01: Airfield and Heliport Planning and Design.
- UFC 3-270-01: O&M: Asphalt and Concrete Pavement Maintenance and Repair.
- AFI 13-213: Airfield Driving.

- AFI 91-203: Air Force Consolidated Occupational Safety Instruction.

2.0 CONTRACTOR REQUIREMENTS

2.1. TEST SCHEDULING

Within 30 days of contract start, the Contractor shall submit an annual testing schedule to the Contracting Officer's Representative (COR). The schedule must propose a minimum of four quarterly testing events, with designated alternate dates. When testing is required at both JB-CHS and JB CHS – NAAF, tests shall be scheduled for completion on the same day. If separate dates are necessary due to weather, training, or operational needs, the tests must occur within the same 14-day period.

2.2. EQUIPMENT AND CALIBRATION

A current CFME calibration certificate, dated within 30 days of the testing event, must be presented to the COR prior to any testing. Calibrations must be within the tolerances set by the equipment manufacturer. The Contractor shall ensure all equipment is in good working order and notify the COR at least 7 days prior to testing if the CFME to be used has changed, providing all new manufacturer information.

2.3. COORDINATION AND COMMUNICATION

- Event Coordination: The Contractor shall contact the COR no later than 3 weeks prior to each scheduled test to coordinate a final work schedule. The COR will inform the Contractor of the specific runways requiring testing, as needs may be adjusted based on operational tempo.
- Response Time: The Contractor shall respond to all communications from the COR within 72 hours.
- Rescheduling: A minimum of 72 hours notice is required from either the Contracting Officer Representative or the Contractor to cancel or reschedule a testing event at no additional cost.

2.4. INSPECTION AND FRICTION TESTING PROCEDURES

A standard test event consists of performing friction measurements on all runways designated by the COR.

- Test Speeds: Each numbered runway shall be tested with the CFME at both 40 mph and 60 mph, in both directions.
- Test Paths: 40 mph tests shall be conducted 10 feet (3 m) to the right of the runway centerline. 60 mph tests shall be conducted 20 feet (6 m) to the right of the runway centerline.
- Oversight: The Contractor will be escorted by the COR or another designated government representative during all testing operations on the airfield.
- Retesting shall be performed within 14 business days.

2.5. RETESTING

Retesting of a runway shall be required under the following conditions:

- If test results are inconsistent with a visual inspection or cannot be technically explained.
- If significant anomalies are noted during initial testing.
- If CFME equipment deficiencies are experienced at the time of testing. Retesting shall be performed immediately, if possible, or scheduled within 14 business days of the original test date at no additional cost to the government.

2.6. FINAL REPORTS

- Format: The Contractor shall provide a sample report format to the government for acceptance prior to the contract start date. This format shall be used for the life of the contract unless a change is mutually agreed upon.
- Content: Reports shall be comprehensive and include, at a minimum:
    - Interpretation of results and clear recommendations on whether rubber removal is necessary.
    - Tabulated Mu values, presented in both bar and graph formats.
    - Notes on any anomalies observed and their probable cause.
    - A copy of the current CFME calibration certificate.
    - A section identifying runways not tested and the reason why.

- Submission: A final report for each test event shall be submitted via e-mail to the COR within 7 calendar days of completing the physical tests.
- Review and Invoicing: The government will review and provide acceptance or rejection of the report within 5 business days. Rejected reports must be corrected and resubmitted within 5 business days. The Contractor is authorized to submit an invoice only after receiving notification of an accepted report.

2.7. MOBILIZATION

Mobilization pricing incidental to the performance of testing services includes all transportation, lodging, meals, and incidental expenses for travel to the performance locations. Only one mobilization charge is authorized per testing event.

3.0 SAFETY, SECURITY, AND AIRFIELD OPERATIONS

3.1. AIRFIELD DRIVING AND ACCESS

All contractor personnel shall strictly comply with DAFI 13-213*, Airfield Driving*. Personnel are not permitted to operate vehicles on the airfield unless they possess a valid AF Form 483 (Certificate of Competency) or are under the direct escort of a qualified government representative.

- Vehicle operators must complete a Foreign Object Debris (FOD) check before entering any paved airfield surface.
- Vehicles operating in the Controlled Movement Area (CMA) must be equipped with a functioning two-way radio and maintain communication with the Air Traffic Control Tower (ATCT).

3.2. VEHICLE OPERATIONS AND SPEED LIMITS

- Right-of-Way: Emergency vehicles, taxiing aircraft, and snow removal equipment have priority. All contractor vehicles will yield.
- Speed Limits:
    - 25 MPH: On taxiways and airfield service roads.
    - 15 MPH: During inclement weather or reduced visibility.
    - 10 MPH: When operating on aircraft parking aprons.

    - 5 MPH: When operating within 25 feet of any aircraft.
- Parking: Vehicles shall not be parked on any runway, taxiway, or in any area that violates aircraft clearance requirements.

4.0 GOVERNMENT-FURNISHED PROPERTY AND SERVICES

The government will provide basic utilities (electricity and water) and a radio for communication with the ATCT during runway operations. All other materials, equipment, vehicles, and labor necessary for the successful performance of this contract shall be provided by the contractor.

5.0 SERVICE SUMMARY

The following table summarizes the performance objectives and thresholds critical to mission success.

PERFORMANCE OBJECTIVE	PERFORMANCE STANDARD	PERFORMANCE THRESHOLD
PO1-Coordination and Communication- Event-Coordination (Section 2.3)	Notify COR to coordinate an agreed-upon work schedule.	100% of testing events are coordinated at least 3 weeks prior to the scheduled date.
PO2-Response Time (Section 2.3)	Respond to COR communications; provide notice of cancellation.	95% of responses are within the 72-hour required timeframe. No more than 1 failure to notify per year.
PO3-Inspection and Friction Testing (Section 2.4)	Complete all designated runway tests with no discrepancies.	100% of tests are completed within 14 days of the scheduled event.
PO4-Safety and Security and Airfield Operations (Section 3.0)	Comply with all Safety, Security, and Airfield Driving regulations.	No major violations (as defined in DAFI 13-213) per year. No more than 1 minor violation per quarter.

PO5-Final Reports (Section 2.6)	Provide complete, accurate, and timely Final Reports.	95% of final reports will be on time and IAW the PWS. No more than one late submission per year.

5352.201-9101 AMC Ombudsman (Jul 2023)

(a) An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and others for this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman does not affect the authority of the program manager, contracting officer, or source selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of protests or formal contract disputes. The ombudsman may refer the interested party to another official who can resolve the concern.

(b) Before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the contracting officer for resolution. Consulting an ombudsman does not alter or postpone the timelines for any other processes (e.g., agency level bid protests, GAO bid protests, requests for debriefings, employee-employer actions, contests of OMB Circular A-76 competition performance decisions).

(c) If resolution cannot be made by the contracting officer, the interested party may contact the ombudsman, Mr. Robert Surrey, AFICC OL AMC, 510 POW/MIA, Scott AFB, IL 62225-5022, 618-229-0267, fax 618- 256-5724, email: robert.surrey.1@us.af.mil. Concerns, issues, disagreements, and recommendations that cannot be resolved at the Center/MAJCOM/DRU/SMC ombudsman level, may be brought by the interested party for further consideration to the Air Force ombudsman, Associate Deputy Assistant Secretary (ADAS) (Contracting), SAF/AQC, 1060 Air Force Pentagon, Washington DC 20330-1060, phone number (571) 256-2395, facsimile number (571) 256-2431.

(d) The ombudsman has no authority to render a decision that binds the agency.

(e) Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries shall be directed to the contracting officer. (End of clause)

5352.223-9001 Health and Safety on Government Installations

(a) In performing work under this contract on a Government installation, the contractor shall: (Jul 2023) (1) Take all reasonable steps and precautions to prevent accidents and preserve the health and safety of contractor and Government personnel performing or in any way coming in contact with the performance of this contract; and (2) Take such additional immediate precautions as the contracting officer may reasonably require for health and safety purposes.

(b) The contracting officer may, by written order, direct Air Force Occupational Safety and Health (AFOSH) Standards and/or health/safety standards as may be required in the performance of this contract and any adjustments resulting from such direction will be in accordance with the Changes clause of this contract.

(c) Any violation of these health and safety rules and requirements, unless promptly corrected as directed by the contracting officer, shall be grounds for termination of this contract in accordance with the Default clause of this contract. (End of clause)

5352.242-9000 Contractor Access to Air Force Installations (Jun 2024)

(a) The contractor shall obtain base identification and vehicle passes, if required, for all contractor personnel who make frequent visits to or perform work on the Department of the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display installation identification badges or contractor-furnished, contractor identification badges while visiting or performing work on the installation.

(b) The contractor shall submit a written request on company letterhead to the contracting officer listing the following: contract number, location of work site, start and stop dates, and names of employees and subcontractor employees needing access to the base. The letter will also specify the individual(s) authorized to sign for a request for base identification credentials or vehicle passes. The contracting officer will endorse the request and forward it to the issuing base pass and registration office or Security Forces for processing. When reporting to the registration office, the authorized contractor individual(s) should provide a valid driver's license, current vehicle registration, valid vehicle insurance certificate, and < >to obtain a vehicle pass.

(c) During performance of the contract, the contractor shall be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site.

(d) When work under this contract requires unescorted entry to controlled or restricted areas, the contractor shall comply with <> citing the appropriate paragraphs as applicable.

(e) Upon completion or termination of the contract or expiration of the identification passes, the prime contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office.

(f) The contractor shall provide an after-hours contact number or after-hours email in the Emergency Mass Notification System (EMNS) for each of their personnel, whose normal place of duty is on a DoD installation or within a DoD facility. The contractor shall comply with any additional requirements in DAFMAN 10-206 for emergency operational reporting. Foreign Nationals may participate and may remove themselves from the Emergency Mass Notification System at any time. To update information, personnel can access the globe icon on their system desktop screens and choose the "Access Self-Service" option.

(g) Failure to comply with these requirements may result in withholding of final payment.
(End of clause)