PERFORMANCE WORK STATEMENT (PWS) FOR AIRCRAFT WASH SERVICES

Royal Air Force (RAF) Mildenhall,

United Kingdom

1. DESCRIPTION OF SERVICES

1.1. BACKGROUND

The Contractor shall perform aircraft wash and associated lubrication services complying with all applicable laws, regulations, standards, and commercial practices at the following location RAF Mildenhall, United Kingdom. The Contractor shall provide personnel, equipment, PPE, tools, consumable materials, supervision, training, and any other items and/or services necessary to perform aircraft wash requirements. The Government will provide various commercial tools as specified in the incidental equipment inventory list (Provided at contract solicitation). The Contractor shall be responsible for replacement or procurement of any non-MDS specific commercial tools that will be utilized in the performance of wash services for the remainder of the contract.

1.2. SCOPE

1.2.1. The Contractor shall provide non-personal services, to include all personnel, equipment, tools, supervision, and other items and services necessary to ensure that Aircraft Wash and Lubrication is performed at RAF Mildenhall in a manner that result in services being performed in according with applicable Mission Design Series (MDS), Air Force Technical Orders and the terms and conditions of this contract. The Contractor shall perform services in adherence to the requirements of this Performance Work Statement (PWS). The Contracting Officer (CO) and Contracting Officer Representative (COR) will evaluate Contractor performance based on the results required by the Services Summary (SS). The Contractor shall comply with applicable federal, regional, and local laws and commercial standards.

1.2.2. The Contractor shall provide fully qualified personnel to perform aircraft wash and lubrication services. Fully qualified personnel are those who possess knowledge of aircraft maintenance and flightline procedures, and who meet the security and training requirements defined in this PWS.

1.2.3. The Contractor shall maintain a list of all primary and alternate program managers that will be made available for Government review.

1.2.4. The Contractor shall have knowledge of aircraft paper and digital forms to include Air Force (AF) / Departmental Forms. The Contractor shall utilize the appropriate Maintenance Information System (MIS) to document the completion of all applicable aircraft wash and lubrication service entries along with tracking all employee annual and ancillary training requirements.

1.2.5. The Contractor shall follow all applicable procedures outlined in Department of the Air Force Instructions (DAFIs), Department of the Air Force Manuals (DAFMANs), Department of Defense Directives (DoDDs), Department of Defense Manuals (DoDMs), Department of Defense Instructions (DoDIs), and associate Major Command supplements along with any other directives governing aircraft maintenance operations, safety, and aircraft wash services. The Contractor is responsible for understanding procedure requirements and staying well-informed of updates to governing directives.

1.2.6. Non-Personal Services.

1.2.6.1. This requirement is a non-personal services contract. A non-personal service contract is defined as a contract under which the personnel rendering the services are not subject, either by the contract's terms or by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees.

1.2.6.2. The Government will not supervise or otherwise direct Contractor employees. The Contractor shall not supervise or otherwise direct Government employees, nor shall the Contractor supervise employees of other Contractors outside the Contractors' own subcontracting/teaming arrangements.

1.3. SPECIFIC SUPPORT SERVICES

1.3.1. Objective 1 – Aircraft Wash Service

1.3.1.1. The Contractor shall ensure an appropriate number of qualified personnel are available to perform wash services. The Contractor shall determine what is the appropriate minimum amount of personnel needed for an aircraft wash, ensuring wash and lubrication completion and final inspection within a 24-hour period from scheduled start. The Contractor shall perform all aircraft wash services in accordance with applicable TO(s), local checklists and DAFI to include supplemental instructions. The Contractor shall perform wash preparations and make applicable aircraft wash entries into the aircraft forms and MIS in accordance with applicable MDS Technical Order(s) and AF Technical Order(s).

1.3.1.2. The Contractor shall notify the COR(s) immediately if the Contractor is unable to begin an aircraft wash on time or is unable to perform any steps and/or procedures cited within applicable technical data.

1.3.1.3. The Contractor shall notify the Maintenance Operations Control Center (MOCC) of the aircraft wash start time and subsequentially stop time upon the full completion of wash services to include all associated lubrications and forms documentation. Additionally, the Contractor shall request from MOCC the ambient temperature, prior to start of an aircraft wash.

1.3.1.4. The Contractor shall ensure all employees performing aircraft wash operations understand how to identify and document areas for possible corrosion. During wash and lubrication services, the Contractor shall make every effort possible to inspect for corrosion and/or corroded surface areas. If corrosion is identified the Contractor shall notify the owing unit's production superintendent and document the corrosion location in the aircraft forms and MIS.

1.3.2. Objective 2 – Aircraft Post Wash Lubrication

1.3.2.1. The Contractor shall ensure an appropriate number of qualified personnel are available to perform aircraft post wash lubrication within 24-hours from the wash start time. The Contractor shall perform all aircraft post wash lubrication services in accordance with applicable TO(s), local checklists and DAFI to include supplemental instructions.

1.3.3. Objective 3 – Post Wash Procedures

1.3.3.1. Upon completion of an aircraft wash and post wash lubrication, the Contractor shall de-mask the aircraft by removing all barrier paper, masking tape and covers, in accordance with the applicable TO(s), local checklists and DAFI to include supplemental instructions. The Contractor shall sign off all applicable wash entries within the aircraft digital and/or paper forms. Additionally, the Contractor shall complete all applicable MIS entries as required and notify the COR that the wash has been signed off completely.

1.3.3.2. The Contractor shall notify MOCC of the total service stop time after completion of aircraft forms and MIS. Additionally, the Contractor shall request MOCC to contact the aircraft owning unit's production superintendent for joint inspection and acceptance of the aircraft wash. During the inspection, the areas identified by either the COR or production superintendent as not meeting the standards outlined in technical order 1-1-691 and the applicable wash inspection work cards for the aircraft being washed, will deem the aircraft unacceptable until the Contractor removes outstanding dirt and soil from the airframe in accordance with the applicable TO.

1.3.3.3. To remedy inspection findings the Contractor shall re-accomplish aircraft wash services cited in paragraph 1.3.3.2., to include masking areas to prevent water intrusion and completing the applicable aircraft forms and MIS documentation. The Contractor shall notify MOCC to request the owning unit's production superintendent to re-perform inspection and acceptance. Once the production superintendent or representative has accepted the aircraft as being fully cleaned and lubricated, any nonconformances found after acceptance will be handled by that owning unit's maintenance personnel.

1.3.4. Aircraft washes will be tracked and scheduled by the owning unit's Plans & Scheduling Office through the "Shared Resources" meeting. The Contractor shall ensure the site lead and/or alternate attends the weekly meeting to resolve any scheduling conflict that may arise.

1.3.5. Foreign Object Debris (FOD) Prevention

The Contractor shall author and enforce a strict FOD prevention policy. The Contractor shall be responsible for accomplishing daily FOD walks of the wash rack facilities and surrounding areas. FOD picked up from the daily FOD walks shall be collected by the QCM and given to the COR monthly.

1.3.6. Contractors shall account for all tools and consumables at beginning and end of each task. The Contractor shall sign out all tools and equipment to be used in the performance of aircraft wash and/or lubrication services, both Contractor and Government provided, through TCMax®. *Contractors shall not use personal tools in the performance of this contract.*

1.4. DELIVERABLES

1.4.1. The Contractor shall provide deliverable documents as described in the PWS in Contractor provided format unless otherwise defined.

	TITLE	PWS	FREQUENCY	DISTRIBUTION
1	Incidental Equipment Inventory	4.1	5-days from start of Transition Phase-In period and NLT 30-days from end of contract. *Inventories will be signed by both Site Lead(s) & COR. Inventory listings will be kept on file.*	COR
2	Training and Qualification Plan with Site-Specific requirements	5.1.4	10-days from start of Transition Phase-In period and then as requested for inspections	CO and COR
3	Safety Plan with Site-Specific requirements	5.1.5	10-days from start of Transition Phase-In period and then as requested for inspections	CO and COR
4	Quality Control Plan (QCP)	2.1.1	10-days from start of Transition Phase-In period and then as requested for inspections	CO and COR
5	Provide Site Lead and/or Alternate Names in Writing	5.1.3	Start of contract and NLT 7-days of personnel changes	CO and COR

6	Provide Listing of Programs with Names of Primary and Alternates	5.1.2.1	Start of contract and NLT 7-days of personnel changes	COR
7	Quality Control Summary	2.1.2	Monthly, provided by Quality Control Manager NLT 5 days of the following month	COR
8	Employee Security Clearance	5.5.1	Provided within 10 days of contract award or within 7 days of any New Hire	COR
9	Email Service / LAN Connectivity Requests		As required, Contractor shall complete DD Form 2875	COR
10	Turn-in Line Badge, CAC and other installation privileged items	5.5.5	Collected by Site Lead and turned-in NLT 24 hours after Termination	COR
11	Security Reporting	5.5.3	As Required	CO and COR
12	Contractor Manpower Report	5.4.6	Annually	http://www.sam.gov

2. SERVICES SUMMARY

The Services Summary (SS) is a tool for identifying the major performance objectives of the contract, where they can be found in the PWS, and the performance threshold describing the minimally acceptable levels of service required for each performance objective. Government inspection will be used to identify nonconformances. Each instance of nonconformity with be graded as defined below in accordance with FAR 46.101. Government inspection is not limited to SS objectives.

Critical nonconformance means a nonconformance that is likely to result in hazardous or unsafe conditions for individuals using, maintaining, or depending upon the supplies or services; or is likely to prevent performance of a vital agency mission.

Major nonconformance means a nonconformance, other than critical, that is likely to result in failure of the supplies or services, or to materially reduce the usability of the supplies or services for their intended purpose.

Minor nonconformance means a nonconformance that is not likely to materially reduce the usability of the supplies or services for their intended purpose, or is a departure from established standards having little bearing on the effective use or operation of the supplies or services.

Performance Objective	PWS Para	Performance Threshold	Remedy
1. Perform aircraft wash services IAW T.O.s, checklists, & MDS wash requirements.	1.3.1	No more than four (4) non-conformances on Aircraft per wash.	Contractor shall ensure areas are cleaned in a timely manner not to exceed the 24-hour wash period
2. Perform Aircraft Lube Services	1.3.2	No more than one (1) non-conformance per wash	Contractor shall ensure areas requiring lubrication or cleaning of excessive lubricants are done so in a timely manner not to exceed the 24-hour wash period
3. Aircraft Forms Documentations	1.1.4 1.4	No more than five (5) non-conformances per wash	Site-Lead and/or Alternate shall correct the aircraft forms documentation errors within the 24-hour wash period
4. Aircraft MIS Documentation	1.1.4 1.4	No more than five (5) non-conformances wash	Site-Lead and/or Alternate shall correct the aircraft MIS documentation errors within the 24-hour wash period
5. Contractor Training and Qualification	8.0	No more than two (2) non-conformances per every three (3) pages of training records reviewed. *Note: Personnel performing any tasks not signed-off in their training records is a Major Finding*	Site-Lead and/or Alternate shall correct training records and notify COR for reinspection to validate compliance NLT 24-hours from non-conformance.

6. Safety Violation(s)	9.0	Zero (0) non-conformances allowed	Site-Lead and/or Alternate shall immediately correct the safety violation and notify COR for reinspection to validate compliance

2.1. QUALITY CONTROL

2.1.1. The Contractor shall develop and implement procedures to identify and prevent recurrences of defective services. The Contractor shall ensure quality service is maintained throughout the life of the contract and shall prepare and implement a written quality control plan (QCP), which includes identification of the practices and procedures used, such as those of the. The QCP shall reflect the Contractor's overall approach to quality and internal controls, and procedures for evaluating each of the major service areas (who, method, how often), reporting to the Government, resolving deficiencies, identifying potential improvements, documenting quality control inspections, corrective actions taken, and maintaining quality control documentation. The written QCP shall be submitted to the Contracting Officer for review, feedback, and approval no later than the pre-performance conference.

2.1.2. The Contractor shall submit a monthly quality control report summary (Contractor format) to the COR no later than the 5th of each month. The Contractor may add any information they deem pertinent to the report and shall include at a minimum the following items: number of inspections performed, discrepancies noted following a wash and lubrication completion inspection, any personnel evaluations performed and any programs reviewed for compliance.

2.1.3. Contractor Incident Reporting
The Contractor shall notify MOCC by the most expeditious method available of any mishap or incident involving personnel, aircraft, or Government equipment. Additionally, the Contractor shall notify the COR of the incident and accomplish any formal reports, as required IAW 91-series instructions.

2.2. QUALITY ASSURANCE

2.2.1. Government Quality Assurance.
The Government may inspect and evaluate to ensure that the Contractor's performance is in accordance with requirements set forth in this contract. When Contractor performance does not meet the performance threshold, the CO or COR may initiate a Performance Assessment Report (PAR) or Corrective Action Report (CAR) to the Contractor. The Contractor shall respond IAW the instructions provided and return it to the CO on or before the due date.

2.3. PERFORMANCE ASSESSMENT

2.3.1. Surveillance.
The COR may inspect by watching actual task performance, physically checking an attribute of the completed task, checking a management information report, investigating customer complaints, conferring with facility managers, or otherwise inspecting the task or its results to determine whether or not performance meets the standards contained in this PWS. Results of the surveillance inspection become the official Air Force record of the Contractor's performance. shall be recorded, and the Contractor shall re-perform any unsatisfactory inspection result (defect) IAW the SS remedy timelines.

Failing to meet the performance threshold as outlined in the SS for any performance objectives in any 1-month period may result in a warning or letter of concern from the CO or a reduction in the applicable CLIN price. Failing to meet the performance threshold as outlined in the SS of these performance objectives, in any combination for any two or more consecutive or non-consecutive months during a contract period, may result in an immediate Progress Meeting with the Multi-functional Team.

2.3.2. Periodic Progress Meetings

The CO, C-COR, COR, and other Government personnel as appropriate, and the Contractor shall periodically meet to discuss the Contractor's performance. Discussion may include the following issues: opportunities to improve the contract, proposed contract modifications, unsatisfactory inspections, trends in relation to performance objectives, positive performance, and steps taken by the Contractor to prevent unsatisfactory occurrences in the future. The Contractor shall provide a summation of unsatisfactory inspections and customer complaints and provide insight into identified trends. The Contracting Office may draft the meeting minutes, acquire signatures as deemed appropriate, and distribute to the functional area and the Contractor. Should the Contractor not concur with the minutes, the Contractor shall provide a written notification to the Contracting Office identifying areas of non-concurrence for resolution.

3. CONTRACTOR FURNISHED RESOURCES AND EQUIPMENT

The Contractor shall provide all consumables (Wash Pads, Cleaning Rods, Wash Masking Tape) minus aircraft wash soap and MDS specific lubrications. The Contractor shall have purchase contracts established for the procurement and delivery of all wash and lubrication consumables, as needed. All commercially available expendable materials shall be procured at the Contractor's expense. This includes but not limited to office supplies, PPE, and expendable tools (Screwdrivers, Wash Hose Nozzles Wash Suit Protective Equipment). The Contractor shall provide their own Scissor Lift for the purpose of safely washing larger aircraft.

4. GOVERNMENT FURNISHED PROPERTY AND SERVICES

4.1. GOVERNMENT FURNISHED PROPERTY

The Government will provide an incidental equipment inventory during solicitation, listing the initial allocation of small tools, on-hand consumables, office furniture and computer equipment. During the phase-in period, the COR and Contractor representative will conduct a joint inventory and sign the incidental inventory report. Any discrepancies resulting from the joint inventory will be corrected by the COR prior to signature to ensure an accurate account of all Government assets loaned to the Contractor at the start of the contract.

4.2. RAF MILDENHALL WASH FACILITY

The Government will provide the contractor with use of Hangar 711 at RAF Mildenhall for the purpose of performing aircraft wash services under this contract. This facility includes office space and restrooms for use by Contractor personnel. The Contractor shall be responsible for general housekeeping of the hangar and office spaces to include the restrooms and disposal of trash. The Government will provide the necessary workspace for Contractor staff to provide the support outlined in this PWS to include desk space, telephones, computers, and other items necessary to maintain an office environment. The Contractor shall dispose of hazardous materials at an approved accumulation point that has been established within Hangar 711.

4.3. GOVERNMENT PROVIDED SERVICES

4.3.1. Government Furnished Training

4.3.1.1. Level 1 Anti-terrorism Training: Contractor employees performing under this contract shall complete Level 1 Anti-terrorism training located at https://jkodirect.jten.mil/Atlas2/page/login/Login.jsf and present certificates upon request by the COR.

4.3.1.2. Operational Security (OPSEC) Training: All on-site Contractor employees shall complete Center for the Development of Security Excellence OPSEC Awareness, Unauthorized Disclosure of Classified Information for DoD and Industry, Insider Threat Awareness, and Introduction to Information Security courses or authorized DoD Component equivalents. Training will be provided by the host unit and shall be completed by the Contractor within [15] days of contract award, and for each new Contractor employee thereafter.

4.3.1.3. The Government will provide training to one (1) Contractor employee (preferably the Site-Lead) on any process or procedure the Contractor is not trained or familiar with. This training will be documented on an AF Form 2426 and signed by the Government trainer; the AF Form 2426 will be kept in the members training records as proof of initial training. The trained contractor employee is then responsible for training and documenting the rest of the contract employees' training records.

4.3.2. The Contractor shall comply with Government regulations for use of Government telephones and computers. All Contractor personnel with computer access at Government facilities shall complete annual Information Assurance Awareness training via the Network User's Licensing CBT and observe local computer security policies and procedures.

4.3.3. Utilities.
The Government will provide Water, Aircraft Wash Soap and MDS specific Lubricants to the Contractor in which to wash and lubricate the aircraft. The Contractor shall instruct employees in utilities conservation practices. The Contractor shall operate under conditions that preclude the waste of utilities, which includes turning off water faucets or valves after using the required amount.

4.3.4. Refuse Collection
The Government will provide the Contractor with refuse collection at pre-established pickup locations. The Contractor shall ensure trash is disposed of in accordance with Installation and Host Nation directives.

4.3.5. Real Property Maintenance
The Government will provide maintenance and repair of Hangar 711. The Contractor shall input work orders using NEXGEN IT for CE to perform upkeep of property such as light bulb and ceiling panel replacements.

4.3.6. Base Distribution
The Contractor may utilize the Base Information Transfer System for the purpose of sending official Government mail.

4.3.7. Land Mobile Radios (LMR)
The Government will provide the Contractor with an LMR for ground communication with the MOCC. These radios along with associated equipment will be listed on the incidental equipment inventory listing. The Contractor shall be accountable for managing LMRs, re-keying through local

communications unit, and the turn-in of damaged or broken radios to the unit's equipment custodian. The Contractor shall be liable for replacement cost of LMR(s) if damage is deemed from negligent abuse outside of normal wear and tear.

4.3.8. Fire Protection Services
The Government will provide the Contractor with fire prevention, protection, and maintenance of Government fire extinguishers and systems.

4.3.9. Tools & Equipment Calibration
If the Government determines a calibrated tool or equipment is required for execution of a service within this contract, the Government will calibrate and provide those tools and/or equipment to the Contractor, as required.

4.3.10. E-TOOLS
The Government will provide the Contractor with an E-TOOL and LAN connectivity for the purpose of accessing MDS specific technical orders. The Contractor shall ensure the E-TOOL has been successfully updated within the past 7 days, prior to utilization. The Contractor shall coordinate with the installation's appropriate Technical Order Distribution Office (TODO) for the establishment of an ETIMS library. The Contractor shall only have technical orders loaded in the ETIMS library that are required for contract performance.

4.3.11. Aerospace Ground Equipment (AGE)

4.3.11.1. The Government will supply the Contractor with Aerospace Ground Equipment to support contract requirements, upon request. Established equipment quantities are based on direct workload requirements, joint utilization with base and tenant organizations, maintenance, base contingency plans, and unprogrammed requirements. Any equipment requests beyond what's on hand will be provided to the Contractor by the AGE Flight, if available. Contractor personnel shall notify MOCC to coordinate AGE personnel for dispatch and/or pickup of support equipment.

4.3.11.2. The Contractor shall be responsible for performing all pre-use visual and operational inspections on any Government AGE that is being utilized in the performance of this contract. The Contractor shall follow all safety and operational instructions when utilizing Government equipment. Discrepancies discovered on any Government AGE shall be documented on the AFTO Form 244 *Industrial Support Equipment Record*. The Contractor shall be liable for repair or replacement costs resulting from misuse to Government support equipment beyond fair wear and tear.

5. GENERAL INFORMATION

5.1. CONTRACTOR KNOWLEDGE, SKILLS, AND ABILITIES (KSA)/CERTIFICATIONS

5.1.1. Contract Manager.
The Contractor shall provide a contract manager and an alternate who shall direct contract performance. The contract manager shall be responsible for completion of the work to be performed in accordance with this PWS. The Contractor shall designate these individuals in writing to the CO. The contract manager and alternate shall have full authority to act for the Contractor on all matters relating to daily operation of this contract. The contract manager and alternate shall be available during business hours, Monday thru Friday except Federal holidays or when the Government facility is closed for administrative reasons. The contract manager and alternate shall attend the weekly shared resources meeting.

5.1.2. Key Personnel & Programs.

The following personnel and programs are considered key personnel by the Government:

5.1.2.1. Contractor Management Control Services

The Contractor shall appoint a Primary and Alternate program manager in writing. The services listed below are a minimum required, the Contractor may include additional programs they will manage provided it is of no cost to the Government or hinders the oversight of any established service operations.

5.1.2.2. Tool Accountability

The Contractor shall establish an effective tool control program IAW 21-series instructions and installation supplements. This includes the mandatory use of TCMax® for tracking all tools and equipment for use in the controlled area.

5.1.2.3. Supply Custodians

The Contractor shall appoint a primary and alternate supply custodians, these individuals will be authorized to order and pick up supply assets from the warehouse, as needed.

5.1.2.4. Facility Managers

The Contractor shall appoint a primary and alternate facility manager. Once these individuals have been trained by CE they will be authorized to submit repair work orders on user facilities through NEXGEN, as needed

5.1.2.5. Key Control

The Contractor shall maintain an effective key control program. All facility keys will be signed for on a key control log. The Contractor shall submit work orders within NEXGEN to repair broken door lock(s). When a facility is required to be re-keyed due to a loss of key(s) the Contractor shall bear this expense with no cost to the Government.

5.1.2.6. Technical Order Distribution Account (TODA)

The Contractor shall appoint a primary and alternate TODA. These individuals will coordinate with the Government TODO to ensure all applicable technical data needed in the performance of this PWS has been loaded to the Contractor's ETIMS account.

5.1.2.7. Hazardous Waste Custodians

The Contractor shall appoint a primary and alternate hazardous waste custodian. Once these individuals have been trained, they will coordinate with the installation hazard waste management office for the ordering and delivery of aircraft wash soap. The appointed custodians shall utilize the established accounts for the soap authorization and allocation. The Contractor shall be responsible for coordinating pickup and/or cleaning of empty soap drums, as required with the installation's waste management office.

5.1.2.8. Contractor Employees

The Contractor shall ensure employees have a general knowledge of aircraft maintenance and flight line operations. Contractor personnel shall possess a valid state or country equivalent driver's license. Contractor personnel shall be able to read, write, speak, and understand English, at levels necessary to perform the duties and tasks of this PWS.

5.1.2.9. Contractor Personnel

5.1.2.9.1. The Contractor shall employ a labor force with the appropriate skills and qualifications to perform aircraft wash and lubrication services as identified in the PWS. The employees shall have documented maintenance experience of basic knowledge of aircraft practices, and procedures and are fully trained and qualified before starting work on this contract.

5.1.2.9.2. The Contractor shall not employ persons on this contract that pose a potential threat to the health, safety, security, general wellbeing or operational mission of the installation and its population. Additionally, the Contractor shall not employ any person on this contract who is an employee of the Department of the Air Force, military or civilian, unless such person receives prior approval with a signed DAF3902 form on file according to DoD 5500.7-R, *Joint Ethic Regulations.*

5.1.3. Contractor Training

5.1.3.1. The Contractor shall author and monitor a comprehensive training/qualification plan for all employees performing wash and lubrication services on this contract. In addition to the training/qualification plan, site leads shall incorporate any site-specific training requirements, as needed. The Contractor shall provide the training/qualification plan to the CO and COR(s) within the first 10 days of the phase-in period for review and approval. The Contractor shall maintain training records (Contractor format) for each Contractor employee that at a minimum identifies each MDS an individual is signed off on the for the task of aircraft wash and lubrication. The Contractor shall train and qualify their own personnel. The Contractor shall ensure employee training records are made readily available, upon request for review by the COR(s) at any time.

5.1.3.2. The Contractor shall ensure their employees are fully qualified within 60-calendar days from sponsorship date. The Contractor shall outline their training/qualification plan to include any ancillary training tracked within MIS on what training tasks are required to be accomplished within the 60-days to show an employee is deemed fully qualified to perform wash and lubrication services.

5.1.3.3. The Contractor shall coordinate with local training squadrons to schedule and accomplish Initial and Annual Refresher Maintenance Orientation courses (Block Training) in accordance with DAFI 21-series instructions.

5.1.3.4. The Contractor shall complete Annual Operational Security Training and Cyber-Awareness CBT located on the MyLearning website. Completion of training will be kept in the employee's training record for validation.

5.1.4. Safety Requirements

The Contractor shall develop and implement a robust safety plan that addresses and mitigates dangers to personnel and equipment in the performance of aircraft wash and lubrication services. Site leads shall incorporate any site-specific hazards within their installation's safety plan. The Contractor's safety plan shall ensure all requirements contained within the PWS are met, along with published guidance provided through DAFI 91-series instructions, Air Force Consolidated Occupational Safety Instruction, OSHA and any additional installation safety mandates for all activities related to the accomplishment of the contract. The Contractor shall submit their safety plan within the first 10 days of the phase-in period to the CO and COR for review and approval. The Contractor shall monitor and adjust their safety program as process and procedures change throughout the performance of this contract. The Contractor's safety plan shall be made readily available, upon request for review by the COR at any time.

5.1.5. Contractor Uniforms

The Contractor shall furnish shirts to Contractor personnel clearly bearing the company name and the employee's first name on the front of the shirt. All Contractor employees' uniforms shall be clean, and free of holes. If a cap is worn, it shall have a positive means of being secured to the individual to prevent it from becoming a potential source of FOD. Contractor personnel shall wear safety-toe shoes and/or boots.

5.1.5.1. Contractor personnel shall not wear the following apparel**:** apparel in a ragged or frayed condition, blue jeans, tank tops, halter tops, crop tops, sleeveless shirts, scarves, mesh and see through garments, exposed clothing with obscenities, advertisement logos, or undergarment type shirts worn as exterior clothing, gym or sweat suit apparel, and other abbreviated attire, or any clothing that in the judgment of the Government could present an unfavorable image or cast discredit upon the installation, its personnel, or the United States Air Force. No Contractor employee or representative shall wear a United States Armed Forces uniform, or distinctive part or distinctive looking part of a United States Armed Forces uniform while on duty.

5.1.6. Phase-In/Phase-Out (Transition) Period.

5.1.6.1. To minimize decreases in productivity and to prevent negative impacts on other services, the Contractor shall on-board personnel during the 30-day phase-in/phase-out periods. During the phase-in period, the Contractor shall familiarize themselves with performance requirements in order to commence full performance of services on the period of performance start date.

5.1.6.2. The Contractor shall create a phase-in plan based on the requirements stated in this PWS to ensure all required documents are received and approved by the COR and/or CO prior to end of the 30-day transition phase. During the transition period, the Contractor shall work with the on-site COR(s) to familiarize themselves with all aspects (Technical and Operational) of contract requirements.

5.2. PERIOD OF PERFORMANCE

The period of performance for this contract will be one (1) base year, followed by four (4) option years. See contract schedule for details.

5.3. PLACE OF PERFORMANCE

Hangar 711, Royal Air Force Base Mildenhall.

5.4. HOURS OF OPERATION

5.4.1. Normal operating hours for Hangar 711 are Monday-Friday 0600 – 2200. The Government will issue the Contractor facility keys to allow 24-hour access, if needed. Aircraft may be scheduled to be washed on UK Holidays, Goal Days and Family Days.

5.4.2. Continuity of Operations.

The Contractor shall ensure continuity of operations during periods of personnel turnover and long-term absences. Long-term absences are considered those longer than two weeks' duration.

5.4.3. Holidays.

5.4.3.1. U.S. Federal Holidays. The Contractor is not required to work the following United States federal holidays: New Years' Day, Martin Luther King Jr Day, President's Day, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day.

5.4.4. Mission Essential

Performance of Services during Crises Declared by the National Command Authority or Overseas Combatant Commander: Aircraft Wash, Lubrication, and Post Wash procedures. Access to the installation during various FPCONs - Contractors will be assigned a mission essential designation IAW requirements contained in AFMAN 31-113 USAFESUM-O 3Mar17 FPCON References and AFMAN 31-3113 USAFESUP-O 3Mar17 Attachment 15 USAFE Access Control Requirements. Only the installation commander or the unit commander requesting contract support may assign the mission essential designation.

5.4.4.1. In accordance with R-DFARS 252.237-7024, Notice of Continuation of Essential Contractor Services, the offeror shall provide with its offer a written plan describing how it will continue to perform the essential Contractor services listed in Appendix B, Mission Essential Contractor Services, under this PWS, during periods of crisis. The offeror shall–

5.4.4.1.1. Identify provisions made for the acquisition of essential personnel and resources, if necessary, for continuity of operations for up to 30 days or until normal operations can be resumed;

5.4.4.1.2. Address in the plan at a minimum –

5.4.4.1.2.1. Challenges associated with maintaining essential Contractor services during an extended event, such as pandemic that occurs in repeated waves;

5.4.4.1.2.2. The time lapse associated with the initiation of the acquisition of essential personnel and resources and their actual availability on site;

5.4.4.1.2.3. The components, processes, and requirements for the identification, training, and preparedness of personnel who are capable of relocating to alternate facilities or performing work from home;

5.4.4.1.2.4. Any established alert and notification procedures for mobilizing identified "essential Contractor service" personnel; and

5.4.4.1.2.5. The approach for communicating expectations to Contractor employees regarding their roles and responsibilities during a crisis.

5.4.4.2. The Mission Essential Contractor Services listed under Appendix B, as determined by the functional commander must be performed under all circumstances in order to maintain continuity of operations.

5.4.5. PERFORMANCE OF SERVICES (CONTINGENCY), LABOR STRIKES, OR CONTRACT DEFAULT. The services called for under this PWS are of critical importance to the USAFE. The Government reserves the right to take over performance in the event of a default or labor strike by the Contractor's employees, which impairs the Contractor's ability to satisfactorily perform the contract, or in the event of requirements beyond the capability of the Contractor. In such event, the services shall be performed exclusively by Air Force employees and not a mix of Air Force and Contractor employees. Under such circumstances and at the direction of the CO, the Contractor agrees to remove its non-striking force from the performance site and not interfere in anyway with Government performance. The Contractor shall not be entitled to payment for any performance period or parts thereof during which the Government assumes full performance.

5.4.6. Contractor Manpower Reporting
The Contractor shall report all Contractor labor hours, including subcontractor labor hours, required for performance of services provided under this contract via a secure data collection site. The Contractor is required to completely fill in all required data fields at http://www.sam.gov. Reporting inputs shall be for the labor executed during the period of performance for each Government fiscal year (FY) 01 October through 30 September. While inputs may be reported any time during the FY, the Contractor shall ensure that all data is reported no later than 31 October of each calendar year. The Contractor may direct any questions to the System for Award Management help desk.

5.5. Security Requirements

5.5.1. The Contractor shall adhere to OPSEC requirements by safeguarding all critical unclassified information. The Contractor shall ensure that all Contractor employees hired for who work on or around aircraft possess and maintain the minimum of a current in scope Tier 3 U.S. "Secret" security clearance or equivalent. The Contractor shall provide a current and accurate list of employee security clearances to the COR(s) within 10 days of contract award. If the Contractor hires a new employee, the Contractor shall provide an up-to-date list to the COR(s) within one week of hire.

5.5.2. The content and details of security documentation developed and maintained under this contract is and shall remain the property of the U.S. Government.

5.5.3. All cleared Contractor personnel who will be enrolled in the continuous evaluation program are required to self-identify any reportable issues under the 13 Adjudicative Guidelines to the Contractor security officer. Reportable issues will be formally documented in Defense Information System for Security (DISS) as an incident report. The CO and the 100 MXS squadron security manager will be notified by the Contractor as well.

5.5.4. The Contractor shall submit valid visit requests via DISS to the installation's squadron security manager. DISS submission intervals shall be upon the initial start of work, annually thereafter, and updated within three workdays, as changes occur.

5.5.5. The Contractor shall comply with DoDM, DoD 5220.22-M, National Industrial Security Program Operating Manual. When Contractor personnel are terminated, resigned, or are no longer employed with the Contractor, the site lead shall collect any controlled access items assigned to that individual. The site lead shall notify the COR that the individual is no longer employed with the Contractor and will turn into the COR the individual's line badge and CAC within 24 hours.

5.6. Base Access

5.6.1. Base Pass Requirements
The Contractor shall submit a roster of all employees requiring access to the installation within 5 days of issuance of an agreement/award. The roster shall include the full name, current address, and date of birth of all contract personnel that will require access. Additionally, Contractor employees shall submit their United States Social Security Number (SSN) and passport number, or two other documents (i.e. driver's license and national insurance number) with corresponding issue and expiration dates. Please note that unescorted base passes take an estimated 90 calendar days to process.

5.6.2. Host Agency Check (HAC) Vetting

All local national Contractor employees must undergo Host Agency Check (HAC) vetting prior to accessing RAF installations. The Contractor shall relay all employee information to the requiring activity's HAC manager for processing. The Contractor shall complete the required documents and return them to the HAC Manager/COR within five (5) days. Documents include but are not limited to the following: NAC Cover Sheet; AF Form 2583, Request for Personnel Security Action; USAFE IMT 19, Residency Check for Employment with the United States Air Forces in Europe; Basic Check Verification Record (BCVR); and Ministry of Defense Liaison Office (MODLO) Proforma Packet for Security Clearance. If MODLO Proforma Packet is required (for foreign nationals), Contractor personnel will receive an online application link via the personal email address provided. Contractor employees shall complete the online application for background check within five (5) calendar days of receipt. If Contractor employees do not receive the email within seven (7) days, they shall notify the HAC manager. This process may take up to eight (8) weeks. During processing of the background check, the Defense Vetting Agency (DVA) may contact the employee via email, phone or post to request further information. Contractor employees are responsible to stay abreast of DVA email communications, (to include monitoring of personal inboxes and junk mail folders) in order to respond to the DVA in a timely manner. Approved security clearance is valid for five (5) years. The Government will not accept any employee with a federal conviction (or host nation equivalent) in their background check. Contractor employees who are U.S. citizens shall complete all required documents except MODLO Proforma Packet. Security clearance will be processed with requiring activity's Security Manager.

5.6.3. Processing.
The HAC manager is the initial approval authority who forwards the paperwork to the 100 Security Forces Squadron (SFS) for processing. The HAC manager will receive an email confirmation when 48 SFS submits the documents to MODLO. At that time, the employee may receive a "Red Top" escorted temporary installation pass. Upon completion of MODLO checks, the employee may receive a "Green Top" unescorted installation pass.

5.6.4. Base Pass Return.
The Contractor shall return all employee base passes to the CO, COR, or HAC manager if employees are terminated or no longer employed for this contract. If the Contractor cannot return the base pass, the Contractor shall report the First and Last Name, Date of Birth, and the reason they are no longer employed to the CO, COR, and HAC manager within three (3) calendar days of termination or leave of absence.

5.7. OPERATIONAL SECURITY (OPSEC)

5.7.1. The Contractor shall adhere to the following minimum requirements in support of this requirement:

5.7.2. Contractor personnel shall not discuss Government operations in public or over unprotected or unencrypted communications. The Contractor shall only transmit Controlled Unclassified Information (CUI) as directed in this PWS.

5.7.3. The Contractor shall not post to company websites, publications, newsletters, or other media any images, data or information that reveal sensitive Government operations, personnel, equipment, CUI or classified information. When in doubt, the Contractor shall coordinate company press releases related to this contract through the COR and CO.

5.7.4. Because observation of events, operations, physical changes, etc. may reveal National Security Information, specific restrictions are needed to preclude unintentional release of this information to unauthorized parties. Unauthorized disclosure and transfer of National Security Information is punishable

under 18 USC § 793. Therefore, Contractor personnel shall not disclose to unauthorized third parties, post to unofficial sites (including social networking sites) any images, data/information, or observed events that reveal sensitive Government operations, personnel, and/or equipment, including, but not limited to:

5.7.4.1. Tactics, techniques, and procedures; production or work schedules; any visible or concealed modifications, upgrades, additions to vessels, aircraft, weapons or equipment; increases, changes, or decreases in work/deployment frequency or Government personnel, vehicle, vessel, or aircraft movements; specialized equipment orders, deliveries, shipments, etc.

5.7.4.2. The Contractor shall report unauthorized disclosures and attempts to solicit this type of information by unauthorized third parties or others not affiliated with this contract to the COR and CO.

5.7.5. The Contractor shall remove Government-issued badges, and identification and/or conceal from plain sight when off base. The Contractor shall not leave Government-issued identification in vehicles or unprotected areas. The Contractor shall not duplicate, copy, or loan badges and passes to others. The Contractor shall immediately report lost or stolen identification badges, vehicle passes etc. to the COR, CO, and Installation Security Office.

5.7.6. The Contractor shall practice OPSEC and implement countermeasures to protect critical information (CI) and other sensitive unclassified information, if applicable. Protection of CI shall include the adherence to and execution of countermeasures which the Contractor initiates or as provided by the COR and/or CO, for CI on or related to this PWS. The Contractor shall utilize the Wing OPSEC Policy and Critical Information and Indicators List (CIIL) per 48 FW, 100ARW and 352 SOW directive(s) as applicable, to protect critical but unclassified information.

5.7.7. If the Contractor is to have access to on-base facilities or other Government facilities for 30 days or longer, such as embedded Contractors or participates in operations, the Contractor shall complete applicable training and awareness familiarization.

5.7.7.1. Initial training may be provided by computer-based training, live training, or a combination of both. Live training may be accomplished by an OPSEC coordinator, Wing OPSEC Signature Manager, or POC from the unit requesting the contract. Online training may be accomplished at https://www.cdse.edu/Training/eLearning/GS130/.

5.7.7.2. The Contractor shall ensure all employees with 30 days or longer access to on-base facilities complete OPSEC training before starting performance on this contract.

5.7.7.3. The Contractor shall maintain individual training records for compliance purposes and provide training records to the COR and/or CO when requested.

5.8. SECURITY CLEARANCES. Facility Security Clearance. The Contractor shall possess a valid Facility Security Clearance granted by the Defense Security Service (http://www.dss.mil). The Contractor shall comply with DoDD 5220.22R, DoD Industrial Security Program to determine eligibility for access to classified information for work performed under this PWS. The Contractor shall possess the appropriate Facility Clearance in accordance with DOD National Industrial Security Program (NISPOM) 5220.22R at the time of contract award and prior to performing work on any classified Government systems or products. DD Form 254 Department of Defense Contract Security Classification Specification provides security classification guidance to the Contractor. The Contractor shall comply with applicable DOD/Air Force security regulations when handling classified material.

5.8.1. SECRET Clearance.
All Contractor personnel assigned to this contract who are citizens of the United States of America shall possess a minimum SECRET Security Clearance granted by DOD and their parent Contractor facility shall also possess the appropriate Facility Clearance in accordance with DOD National Industrial Security Program (NISPOM) 5220.22R at the time of contract award and prior to performing work on any classified Government systems or products. All local national Contractor personnel assigned to this contract must possess the equivalent of a Secret Security clearance. DD Form 254 Department of Defense Contract Security Classification Specification provides security classification guidance to the Contractor. The Contractor shall comply with DOD/Air Force security regulations when handling classified material.

5.8.2. Badges.
The Contractor shall provide identification badges for their employees. All Contractor personnel shall wear these badges while on duty on the Government site. Badges shall identify the individual's name, company name, and the clear, distinct marking "Contractor." Size, color, style, etc. are to be mutually agreed to by Contractor and Government. The Contractor's identification badge shall not be used as a requirement for installation entry, or for entry into Government-designated controlled or restricted areas.

5.8.3. Property Protection.
Property protection for the Government-owned facility where the Contractor's primary work center is located is the responsibility of the local facility manager and local Government Security Manager, or their duly authorized representative IAW AFI 31-101, The Air Force Installation Security Program and command/local directives. The Contractor shall safeguard all Government-owned equipment and materials in his/her possession or use.

5.8.4. Safeguarding Classified or Unclassified Information.
The Contractor shall meet Air Force standards for storing, processing, and handling classified information and systems. Additionally, the Contractor shall surrender all resources (e.g. maps, publications, instructions, photos) provided by the Government to assist the Contractor in the performance of this contract upon termination of employment, termination of the contract, or the end of the contract performance period.

5.8.5. Non-Disclosure Agreements.
To safeguard information, non-disclosure agreements may be required for all Contractor personnel performing on this contract.

5.8.6. Privacy Act.
Performance on this contract may require access to Privacy Information. Contractor personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations.

5.9. PHYSICAL SECURITY

The Contractor shall safeguard all Government-owned facilities, equipment, and materials in the Contractor's possession or used in the day-to-day performance of the contract.

5.10. ENVIRONMENTAL, HEALTH, AND SAFETY

5.10.1. The Contractor shall provide their employees with the necessary environmental, health, and safety training to ensure compliance with all Occupational Safety and Health Acts (OSHA), and local UK laws. The Contractor shall protect the health and safety of employees and the community, minimizing the risk of environmental pollution.

5.10.2. The Contractor shall perform the requirements of this contract in accordance with the relevant environmental policies and objectives identified within the installation's environmental management system. The Contractor shall perform work under this contract in a manner that conserves water, energy, and other resources to the maximum extent feasible. The Contractor shall be compliant with wing recycling and reutilization policies and minimize hazardous materials in the workplace to only those that are authorized and needed for contractual services.

5.10.3. In the event of environmental non-conformance to Host Nation and USAFE environmental laws and regulations; the Contractor shall take corrective and/or preventive actions immediately to resolve the non-conformance. In addition, the Contractor shall ensure all employees are aware of USAFE and installation EMS directives and how these requirements affect the environment based on their work performed under this contract. The Contractor shall ensure all Contractor personnel complete EMS Awareness Level Information CBT; record of completion will be documented in personnel's training records.

6. BIOENVIRONMENTAL ENGINEERING/HAZMAT REQUIREMENTS

6.1. POLLUTION PREVENTION.

Pollution Prevention. "Pollution Prevention" and "Source Reduction" are defined in the Pollution Prevention Act of 1990, 42 U.S.C. §§ 13101-13109. Contractor's obligation under this section is limited to identifying pollution prevention opportunities and shall not be construed to require the Contractor to conduct activities not otherwise required by the program.

6.2. HAZARDOUS MATERIALS/CHEMICAL MANAGEMENT

Hazardous Materials/Chemical Management: The Contractor shall obtain authorization for hazardous material use prior to bringing the hazardous material on site. "Hazardous material" includes any material for which there is a manufacturer Safety Data Sheet (SDS), such as cleaning supplies, paints, solvents, sealants, lead acid batteries, fuels, herbicides, etc.

6.2.1. Usage Report.

Once approved by the Installation Hazmat Management Service Center, the Contractor shall maintain an inventory of all hazardous materials along with corresponding Safety Data Sheets (SDSs). The Contractor shall track and report actual hazardous material usage during the performance of the contract. Hazardous material usage for any contract that is less than one month in duration shall be reported at the end of the contract period. Hazardous material usage for any contract over a month in duration shall be reported no less than monthly. Hazardous material usage shall be reported using the attached "HazMat Monthly Usage Log Template."

6.2.2. Hazardous Material Disposal

The Contractor shall not leave excess hazardous materials or empty containers on site following completion of the project. The Contractor shall remove of all unused hazardous materials and properly dispose of all hazardous waste generated. Reference: AFMAN 32-7002, Env Compliance and P2.

6.2.3. Safety Brief.
Contractors shall coordinate with facility managers and receive a safety brief of hazards present within work areas prior to the start of performance.

7. USAFE Ombudsman

7.1.
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.

7.2.
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 0MB Circular A-76 competition performance decisions).

7.3. If resolution cannot be made by the contracting officer, the interested party may contact the ombudsman,

7.3.1. Mr. Alex Hight
AFICC/KU, UNIT 3103, APO, AE 09094-3103
AFICC/KU, Geb 404, Flugplatz Ramstein, 66877 Ramstein-Miesenbach, Germany
E-mail: alex.hight@us.af.mil
Tel: Comm: (49) 6371-47-2209 DSN: (314)480-2209

7.3.2. Alternate: Mr. Alexander Larsen
AFICC/KU, UNIT 3103, APO, AE 09094-3103
AFICC/KU, Geb 404, Flugplatz Ramstein, 66877 Ramstein-Miesenbach, Germany
E-mail: alexander.larsen.1@us.af.mil
Tel: Comm: (49) 6371-47-5938 DSN: (314)480-5938

7.4. The ombudsman has no authority to render a decision that binds the agency.

7.5. 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.

8. Contractor Access to Air Force Installation

8.1. 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.
8.2. 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.

8.3. 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.

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

8.5. 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.

8.6. 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.

8.7. Failure to comply with these requirements may result in withholding of final payment.

Abbreviations and Acronyms: Listing of commonly used abbreviations found throughout this PWS.

AF – Air Force

AFTO – AIR FORCE TECHNICAL

ETIMS -- ELECTRONIC TECHNICAL INFORMATION MANAGEMENT SYSTEM

CBT – COMPUTER BASED TRAINING

CE – CIVIL ENGINEERING

COR – CONTRACTING OFFICER REPRESTATIVE

CO – CONTRACTING OFFICER

DISS -- DEFENSE INFORMATION SYSTEM FOR SECURITY

GO81 – MOBILITY AIRCRAFT DATA SYSTEMS

MIS – MAINTENANCE INFORMATION SYSTEM

MDS – MISSION DESIGN SERIES

MOCC - MAINTENANCE OPERATIONS CONTROL CENTER

OPSEC – OPERATIONAL SECURITY

PPE – PERSONAL PROTECTIVE EQUIPMENT

SF – STANDARD FORM

SS – SERVICE SUMMARY

TODA -- TECHNICAL ORDER DISTRIBUTION ACCOUNT

TODO – TECHNICAL ORDER DISTRIBUTION OFFICER

USAFE – UNITED STATES AIR FORCES IN EUROPE

APPENDICES

Appendix A Standards
Appendix B Mission Essential

Appendix A, Standard – Availability of Publications & Documents

DoD 5500.7-R	Joint Ethics Regulation
AFI31-401	Information Security Program Management (Supplements DOD 5200-1R)
AFI31-601	Industrial Security Program Management (Supplements DOD 5200-22R)
AFI64-106	Contractor Labor Relations Activities
DAFPD 91-3	Occupational Safety and Health
DAFM91-203	Department of the Air Force Occupational Safety, Fire & Health Standards
DAFI91-202	The USAF Mishap Prevention Program
DAFI91-204	Safety Investigations and Reports
DAF3902	Application and Approval for Off-Duty Employment
AF Form 2426	Training Request and Completion
AFTO Form 244	Industrial Support Equipment Record
TO 00-5-1	AF Technical Order System
TO 00-20-1	Aerospace Equipment Maintenance Inspection, Documentation, Policies and Procedures
TO 00-20-2	Maintenance Data Documentation
TO 00-25-172	Ground Servicing of Aircraft and Static Grounding/Bonding
TO 34-1-3	Machinery and Shop Equipment
TO 1-1-691	Aircraft Weapons Systems Cleaning and Corrosion Control
TO 1C-130J-23CL-1	Washing and Cleaning Checklist for C-130J Series Aircraft
TO 1C-130A-23CL-1	Washing and Cleaning Checklist for all Legacy C-130 (A/B/E/H) Aircraft.
1C-135-6WC-3	Wash Inspection Work Cards
TO 1V-22(C)A-23	Primary Corrosion Control and Aircraft Cleaning Manual for the CV-22
TO 1V-22(C)A-23CL-1	Wash Procedure Cleaning Checklist Work Cards for the CV-22

Appendix B, Mission Essential Contractor Services

The Contractor shall ensure Aircraft Wash Services are continued in the event a Mission Essential Designation is issued. The Contractor shall provide all personnel, supervision, any items and services necessary to perform Aircraft Wash Services at Royal Air Force Base Mildenhall defined in this PWS. This list is to assist the Contractor and is in no way intended to list all the expendable supplies required.

1.3.1. Objective 1 – Aircraft Wash Service
1.3.2. Objective 2 – Aircraft Post Wash Lubrication
1.3.3. Objective 3 – Post Wash Procedures