STATEMENT OF WORK

1. **SCOPE**: This Statement of Work (SOW) covers a new equipment purchase to expand the Lab's testing capabilities.

2. **BACKGROUND**:

   2.1. Location: Portsmouth Naval Shipyard, Material Test Lab

   2.2. Shipyard Point of Contact: Harrison Deamon

   2.3. Current Condition: new

Task Statement: **PERIOD OF PERFORMANCE**: 2026

3. **REQUIREMENTS**:

   3.1. General: Unless indicated otherwise in this SOW, the Contractor shall provide all equipment, tools, materials/parts, and other items/services necessary to perform the delivery, installation, and calibration of the machine.

   3.2. Conditions of Service and Performance: The following service and operational conditions shall apply to the equipment delivered under this specification.

   3.3. Planned Maintenance: There is no planned maintenance for the instrument at this period in time. The unit is covered with a 12-month full parts & labor warranty on manufacturing defects. In addition, there is the expectation of 1-day installation & training by manufacturer engineer upon delivery. The Contractor is expected to be available and provide maintenance as requested, and will be expected to perform yearly calibrations of the machine once delivery and installation is complete.

   3.4. Unplanned Parts/Repairs: The Contractor shall identify any additional parts/repairs needed to bring a unit up to standards found during the performance of a scheduled inspection/maintenance call to the Contracting Officer (CO), Primary & Secondary Points of Contact (POC) for that instrument for approval before proceeding. If these parts/repairs are not covered under any of the scheduled inspection/maintenance, the Contractor shall provide the CO an unplanned parts/repairs report. The Contractor shall proceed with the Unplanned Parts/Repairs only after approval from the Contracting Officer.

SECURITY REQUIREMENTS:

Security Requirements:

a. All personnel assigned by the contractor to perform work or site visits must be US citizens. The contractor company manager will be required to

submit a visit request listing information of personnel needing access aboard Portsmouth Naval Shipyard. Visit request must include the full name of the persons, nationality, birth date and Social Security Number. Visit request may be in the form of a letter on company stationery with signature from company security manager or authorized company representative and faxed to the Pass and ID office at (207) 438-2669 or emailed to PNSDBIDS@US.NAVY.MIL. Company visit requests shall be submitted annually and as often as necessary to update employees of the company who need continued access to the Shipyard. Criminal history and/or falsification of information provided by an employee of the company may be subject to denial for unescorted access up to and including general access to the Shipyard. For contractors needing short term access to the shipyard the PNSY sponsor will submit the NAVSEA LOCAL VISIT REQUEST via the PNSY homepage.

b. If employees do not have a government issued contractor CAC which will allow access to the base, a SECNAV 5512/1 will need to be filled out and brought in with them to Pass & ID in order for the individual to be vetted and granted a (DBIDS) Defense Biometric Identification System pass or credential to allow access to the base.

c. Personnel must provide two forms of ID. One of which must prove U.S. citizenship in order to access the NAVSEA Controlled Industrial Area (CIA) or any other NAVSEA spaces. Documents: a valid driver's license, passport, birth certificate or government CAC. All documents must be active. No expired documents will be accepted.

d. Badge Criteria:

(1) Green badges will be issued to contractors who are verified U.S. citizens, have a shipyard

sponsor and a verified need to provide a service or perform work at PNSY.

(2) These badges provide unescorted access to the CIA, excluding Nuclear Work Area's (NWA's), Controlled Nuclear Information Areas (CNIA's), Security Islands (SI's) and Other Sensitive Areas (OSA)

(3) The Standard Access Control Badge (SACB) is U.S. Government property and it must be protected and returned to Pass & ID office or Code 1120 Security Department upon termination of employment, completion of work, service performed, expiration of contract or no longer a need to enter NAVSEA controlled spaces.

(4) The SACB will be displayed at the chest level area of the outer clothing with the picture side visible at all times.

(5) No objects, pins or stickers can be attached to the badge. If the badge becomes faded, damaged or illegible for any reason the bearer will report to the Pass & ID office for a new badge.

e. Camera-enabled devices of any kind, including cell phones, laptops, and tablets, are prohibited inside the CIA. Laptops without cameras must be registered with the Security Office before entering the CIA.

f. All contractor vehicles are subject to inspection prior to allowing entry onto this installation.

g. Contractor vehicles may enter the CIA through the open CIA vehicle gate. Personal vehicles are precluded from entry. CIA access by Contractor vehicles will be kept to the absolute minimum necessary to accomplish the contracted work. All contractor vehicles must meet the following:

(1) Possess a valid vehicle registration showing the vehicle is a company owned or leased vehicle, or

rental vehicle rented by the company; a valid state safety inspection as required by the state of registration and an inspection pass from Commercial Vehicle Inspections Station (CVIS) located at the main gate.

(2) Contractor logo should be located on both sides of the vehicle and either painted on or magnetic sign. Paper or cardboard signs are not authorized. Lettering must be minimum of 2 inch font and displayed in a manner that is clearly visible.

(3) Contractor vehicles will be authorized access to the CIA to deliver contractor equipment to the work site. The use of these vehicles solely for the transport of personnel is not authorized.

h. CIA inspection passes will be issued to a contractor vehicle meeting the above criteria. CIA passes will have an expiration date, time and initials of the issuing officer. From the time of issue the contractor vehicle must enter the CIA within 7-minutes from the time issued. Any contractor attempting to access the CIA after the 7-minute time window will be denied entry and directed back to CVIS for re-inspection.

4. TECHNICAL POINTS OF CONTACT:

Primary POC: HARRISON DEAMON

Phone: (207) 994-0499 (Code 134.2)

Email: harrison.w.deamon.civ@us.navy.mil

4.1. Secondary POC:

Jill White, Support Services Specialist (Code 134.12)
Phone: (207) 438-4140
Email: jill.c.white3.civ@us.navy.mil