PERFORMANCE WORK STATEMENT

General

1.1 Background. Motor Transport Division, G-4, is responsible for providing support functions to the overall mission of Marine Corps Base (MCB), Camp Lejeune/New River Complex, NC. These functions are critical to maintaining efficient operations by providing vehicle transportation support services.

1.2 General Intention. Intent of this action is to obtain a comprehensive non-personal services contract to manage and operate Transportation Maintenance and Operations Services. Services required under this Performance Work Statement (PWS) shall include managerial, administrative, and supervisory services to accomplish all maintenance and operations requirements. Duties include dispatching, vehicle operators, wrecker service, vehicle maintenance (diagnostics and repairs), vehicle escort, vehicle washing, roadside assistance, service inspections, and licensing services which includes training, testing, and permit issuance.

1.2.1 Transition Plan. The purpose of the Transition Plan will be to integrate Contractor's key personnel into the workplace to receive adequate turnover instructions. These personnel will be familiarized with the daily tasks and responsibilities of Motor Transport's daily operations.

1.2.2 Transition Period of Performance. The period of performance for the Transition Plan shall be no more than 14 days after the base year's period of performance 01 January 2027 – 31 January 2030 . The transition period shall be 01 January 2027- 15 January 2027.

1.3 Period of Performance. Period of performance is for basic period of one year with provision for three- 12 month option periods, to be exercised at discretion of Government, in accordance with FAR Clause 52.217-9.

Base Period:	1 January 2027 – 31 December 2027
First Option:	1 January 2028 – 31 December 2028
Second Option:	1 January 2029 – 31 December 2029
Third Option:	1 January 2030 – 31 December 2030

1.4 Hours of Operation. Contractor shall staff with requisite number of employees to perform tasks included in PWS in accordance with following schedule:

1.4.1 Motor Transport Division, MCB Camp Lejeune, Bldgs. 1407 and 1408 (Operations/Dispatch Svc): Monday-Friday (0700-1600) with one hour break.

1.4.2 Motor Transport Division, MCB Camp Lejeune, Bldgs. 1502 and 1504 (Maintenance Svc): Monday-Friday 0730-1600

1.4.3 Motor Transport Division, MCAS New River, Bldgs. AS118 (Maintenance Svc.): Monday – Friday 0730-1600

1.5 Federal Holidays. Contractor shall be required to perform limited services (i.e., emergency wrecker/roadside services) on recognized Federal Holidays (or other unlisted approved Presidential Holidays and Government directed emergency closures):

New Year's Day	1st January
Dr. Martin Luther King's Birthday	3rd Monday in January
President's Day	3rd Monday in February
Memorial Day	4th Monday in May
Juneteenth	19th June
Independence Day	4th July
Labor Day	1st Monday in September
Columbus Day	2nd Monday in October
Veterans Day	11th November
Thanksgiving Day	4th Thursday in November
Christmas Day	25th December

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If Federal Holiday falls on a Saturday preceding Friday shall be recognized holiday. Should holiday fall on a Sunday, recognized holiday shall be following Monday.

1.6 Work Schedule Adjustments Due to Emergency Installation Closures. Except for essential personnel, Contractor shall not be expected to provide full services in event of a closure due to emergency situations or inclement weather emergencies; applicable notifications shall be provided by television/radio announcements, telephone, text, email, verbal means, or MCB information systems (MCB Camp Lejeune Information Systems telephone number for reporting instructions is 910-451-1717). Once Installation has returned to normal operations, Contractor shall resume full services under normal work hours. Under emergencies in which the Installation remains open under reduced but required services, Contractor shall maximize staffing levels of essential personnel based on Government notification and communication regarding assessment of safety and practicality of situation. Considerations shall include employee/family member injuries, extensive home damages (to include transportation assets), mass power outages, accessible travel routes, school/daycare closures, etc.

2.0 Applicable Documents and References. Documents (regulations, manuals, supplements, etc.) applicable to this contract are provided as required for execution of contract. Supplements or amendments to documents may be issued during life of contract and shall be supplied to Contractor by Government. Supplements and amendments to documents shall be considered to be in full force and effective immediately upon receipt by Contractor. Contractor responsibility to ensure that all mandatory documents are on file and up-to-date once received from Government. Upon termination of contract, Contractor shall return to Government all documents issued. A list of applicable definitions, acronyms, documents, and references are provided in Appendices 1 and 2.

3.0 **Service to Perform**

3.1 Transportation Operations Services. Contractor shall provide transportation services, including movement of personnel, cargo, ammunition, and hazardous materials. Contract employees shall, prior to employment, have the training, permits, and valid licenses and endorsements per applicable regulations prior to performing services or using any of the vehicles specified in contract.

3.1.1 Dispatching Duties. Contractor shall ensure employees assigned dispatching duties have a broad knowledge of types of vehicles and equipment to be dispatched, vehicle attachments, fuel consumption, load carrying capabilities and limitations, local commuting area, restricted and best routes for vehicle transit.

3.1.2 Weight Handling Equipment Operators. Contractor shall ensure, prior to employment, employees operating Weight Handling Equipment (WHE) and Material Handling Equipment (MHE) are qualified and licensed per OSHA, 29 CFR 1910.178, and MCO 5100.19F.

3.1.3 Bus Drivers. Contractor shall ensure, prior to employment, Bus Drivers are properly licensed and in compliance with North Carolina state commercial driver's license requirements. Evidence of passing required two year physical exam shall be submitted per 49 CFR Part 391.41 and Federal Motor Carrier Safety Regulations (FMCSR) Part 383.23.

3.1.4 Tractor-Trailer Drivers. Contractor shall ensure, prior to employment, Tractor-Trailer drivers are properly licensed and in compliance with North Carolina Commercial Driver's License Manual Sec 6.1-6.5 and FMCSR Part 383.23.

3.1.5 Commercial ("C") Pool Vehicle/Transportation Support Request (TSR). Contractor shall dispatch "C" Pool vehicles to authorized Government personnel (military or civilian), and Contractor personnel for official Government use only. Contractor shall provide emergency dispatch services within two hours of Government notification after normal work hours (service is estimated to occur 12 times per year). A list of C-Pool vehicles is listed in Appendix 3. Contractor shall receive and process Transportation Support Request (TSR) submitted via e-mail, facsimile, or walk-in. TSR's shall be processed utilizing Fleet Management Information System (FMIS) and retained for one year. Requests shall be processed on a first

come, first served basis, except for vehicles determined to be Very Important Person (VIP)/high visibility and training mission essential, which shall be given priority by Government (sample form available at contract start date).

3.1.6 Preparation of Dispatch Records/Trip Ticket Issue. Contractor shall utilize FMIS and TM 4700-15/1 to prepare appropriate dispatch records and trip tickets. Contractor shall issue trip ticket to operator for each vehicle being dispatched (sample form available at contract start date). Contractor shall receive properly completed trip ticket from operator upon return of vehicle. Trip tickets shall be retained for 1 year.

3.1.7 Verification of Vehicle Operators. Contractor shall verify vehicle operators have Government issued identification cards and are properly licensed to operate type of vehicle being dispatched.

3.1.8 Visual Condition Inspection. Contractor shall ensure a visual condition inspection is conducted jointly by vehicle operator and Dispatcher, annotating discrepancies on vehicle inspection form at time of dispatch and at return of vehicle to C-Pool (sample form available at contract start date). Vehicle inspection forms shall be retained for 1 year.

3.1.9 Vehicle Detailing. Contractor shall ensure vehicles identified by Government shall be cleaned and detailed. Vehicles shall be fueled, washed, waxed (as needed), free of water spots, vacuumed, windows washed inside and out, and free of dust particles inside.

3.1.10 Condition of Vehicles. Contractor shall ensure C-Pool vehicles are fueled, serviced, cleaned, and in operable condition at time of dispatch. Contractor shall clean interiors and wash exteriors of C-Pool vehicles upon return, assuring readily available inventory for customer use. Vehicle interiors shall be vacuumed and free from trash and visible dirt. Abandoned items shall be removed and disposed of properly. Interior windows shall be cleaned of visible dirt or smudges. Contractor employees utilizing Government owned pressure washer shall wear Contractor owned applicable Personal Protection Equipment (PPE). For disposal of hazardous material contact assigned Hazardous Material Handler (HMH).

3.1.11 Fuel Card Requests. Fuel required for vehicle trips 75 miles or more from Camp Lejeune/New River Complex (vehicles listed in Appendix 4), Contractor shall submit a fuel card request (sample form available at contract start date) by e-mail, at least three days prior to departure to MTD Transportation Manager. Contractor shall use Self- Serve Stations and E85 (if available), regular unleaded, and diesel fuel as applicable. Use of premium unleaded/diesel fuel is prohibited.

3.1.12 North Carolina (NC) Department of Transportation (DOT) Permits. Contractor is responsible for submission of over-length, over-width, and/or overweight load permits to NC DOT (as required).

3.1.13 Hold Harmless Agreement/Release from Liability. Contractor shall facilitate provisioning of Government provided Hold Harmless Agreement and Release from Liability forms (sample form available at contract start date) to designate vehicle operators. Form is required and applicable as follows: Except for active duty military personnel and civil service employees on official business, a Hold Harmless Agreement and Release from Liability Form is required to release the United States Government, including all subdivisions, officers, military personnel, employees and agents, from all liability for passenger injuries or deaths that may result from transportation, whether caused by negligence or otherwise. Passengers also understand the United States Government is not acting as a common carrier for hire and does not bear liabilities attached to that status (passengers accept such transportation voluntarily).

3.1.14 Vehicle Operator Services. Contractor shall provide vehicle operators as required. These include but are not limited to:
VIP Operator Services.
Bus Operator Services.
Light Vehicle Operator Services.
Medium Vehicle Operators for vehicles 1.5 tons to 3 tons Gross Vehicle Weight Rating (GVWR).
Heavy Vehicle Operators for Tractor Trailers over 3 tons GVWR.

3.1.15 Response Time. Contractor shall respond within one hour of notification for requested transportation services during normal work hours, and within two hours of Government notification after normal work hours.

3.1.16 New Vehicles. Contractor shall pick up new vehicles from Lot 201 or designated location and deliver to Building 1502 or Building 1504 as applicable. During direct vendor delivery, Contractor shall assist in off-loading.

3.1.17 Escort Service. Contractor shall provide vehicle escort services as required to meet U.S. Department of Transportation Federal Highway Administration publication FHWA-HOP-09-051. Escort vehicle shall be operated by a certified escort vehicle operator per NC G.S. 20-119 (special permits for vehicles of excessive size or weight). Contractor shall provide escort services during normal work hours and respond to requests, via telephone/facsimile/email, within 24 hours. This service is expected to occur five times per year.

3.1.18 Vehicle Operator Maintenance. Contractor shall ensure Operator Maintenance pertaining to all Contractor sub-signed vehicles is performed per MCO P11240.106, MCIEAST MCB CAMLEJO 11240.1A, and operator/user manuals.

3.1.19 Vehicle Licensing Program. Contractor shall appoint a primary and alternate vehicle licensing examiner. Appointees shall be qualified and licensed on vehicles that training and testing is being conducted on. Contractor is responsible for maintaining the licensing program per Title 49 CFR.383, DODI 6055.4, DOD 4500.36R, MCO 11240.106, MCO 5100.19F, North Carolina Driver's Handbook and Commercial Driver's Manual, SECNAV M- 5210.1, MCO P8020.10B, Title 29 CFR 1910.178, TM 11240-15/3, and NAVSEA SW023-AH-WHM-010,MCIEAST MCB CAMLEJO 11240.1A. Licensing examiner shall train, test, upgrade, and endorse for the following: Material Handling Equipment (MHE) to include operators handling ammunition and explosives; buses; 3 ton and above vehicles; and 4X4 vehicles. Total issued in FY23: MHE - 178 licenses, 0 upgrade licenses, 203 learner permits; Bus - 71 licenses, 224 learner permits; 3 ton and above - 146 licenses, 4 learner permits; 4X4 - 64 endorsement licenses.

3.1.19.1 U.S. Government Motor Vehicle Operator's Identification Card, OF 346. Contractor shall ensure administrative correctness and accuracy of U.S. Government Motor Vehicle Operator's Identification Card, OF 346 and associated documents before presenting to Government for signature.

3.2 Transportation Maintenance Services. Contractor shall provide maintenance services on vehicles, including preventive, corrective, and scheduled maintenance on various categories of vehicles. Contract employees shall, prior to employment, have the training and certifications per applicable regulations prior to performing services on any of the vehicles specified in contract.

3.2.1 Maintenance and Repairs on Refrigerants. Contractor shall ensure employees are qualified to perform maintenance and repairs on electrical motor assemblies and components on refrigerated trailers and box trucks. Contractor shall ensure, upon contract start date, employees performing maintenance and repairs on vehicles in Appendix 4, shall possess and maintain Automotive Service Excellence (ASE) certification in Refrigerant Recovery & Recycling per local Base EPA Regulations and Sections 608 and 609, Clean Air Act Amendment of 1990.

3.2.2 Welding, Soldering, and Brazing Operations. Contractor shall ensure employees performing operations are qualified and have requisite experience in welding, soldering, and brazing prior to being hired. Required qualifications includes strong ability to read and interpret engineering drawings and blueprints; extensive knowledge of various welding techniques, including TIG welding, oxy-fuel welding, and arc welding; excellent oral and written communication skills; and skilled in both mechanical and manual welding practices. Contractor shall provide all PPE (i.e. welding helmet, welding gloves, welding clothing, welding jacket, welding/safety goggles) and all necessary safety equipment for all operations.

3.2.3 Wrecker Service. Contractor shall provide wrecker services during normal and after working hours. Contractor shall dispatch wrecker within 20 minutes of notification for service during work hours and within two hours after work hours. Contractor shall have an alternate trained driver for when assigned primary wrecker driver is unavailable.

3.2.4 On/Off Installation Wrecker Service. Contractor shall provide wrecker service for towing disabled vehicles (listed in Appendix 4). Contractor shall also provide wrecker service to assist in removing improperly parked Government, Privately Owned, and emergency tow vehicle requirements when directed by the Contracting Officer's Representative (COR). Contractor shall provide wrecker service for transporting MHE for maintenance services and location changes. Contractor shall provide wrecker service for transporting vehicles to designated Defense Reutilization Marketing Office (DRMO) Lot as required for disposal.

3.2.5 Wrecker Logbooks. Contractor shall maintain logbooks for wrecker services. Logbook shall contain at a minimum, date and time of service, location of service, vehicle number or license plate number, and services performed (sample Logbook page available at contract start date).

3.2.6 Relocation of Wrecked Vehicles. Contractor shall relocate wrecked General Services Administration (GSA) leased vehicles within Buildings 1502 and 1504 areas as directed by the COR.

3.2.7 Removal of Vehicle Drive Shaft. Contractor shall remove vehicle drive shaft as necessary for towing and complete re-installation of drive shaft at destination.

3.2.8 Roadside Assistance. Contractor shall provide roadside assistance for vehicles listed in Appendix 4. Contractor shall be capable of responding to requests during normal work hours and for emergency requests after normal work hours. Contractor shall respond by departing for reported location within 20 minutes of notification during normal work hours and two hours after normal work hours. Contractor shall travel directly to location without any stops or side trips. Services shall include battery boosting/replacement, repairing/changing tires and/or performing any other minor repair or adjustment necessary to return a vehicle to operational status.

3.2.9 Vehicle Maintenance. Contractor shall ensure that maintenance (PMs, repairs, overhauls, body repairs, glass replacements, etc.), to restore vehicles to a safe and serviceable condition, is conducted to ensure fleet is in continual optimal working condition per MCO P11240.106, NFPA 1911, and applicable vehicle maintenance manuals. Vehicles in Contractor possession with repair requirements shall be considered out of service.

3.2.9.1 Inspection. Every vehicle presented to Contractor for repair shall have a bumper-to-bumper inspection performed prior to induction, and those discrepant conditions annotated on Shop Repair Order (SRO). A final bumper-to-bumper inspection shall be conducted upon completion of repairs to ensure repairs were completed satisfactorily.

3.2.9.2 Acceptance (customer). A functionality/operational test with the operator will be conducted prior to the unit accepting the vehicle. Vehicles which require Contractor to drain fuel tank for repairs, shall have Government sourced fuel replenished by Contractor prior to release to customer. Contractor shall ensure vehicle fleet is not less than 95% available for use at all times.

3.2.10 Emergency Vehicle Technicians (EVT). Contractor shall ensure that all technicians/mechanics have the proper training, qualifications, skills, or certifications per NFPA 1071 for EVT I or EVT II), and that lead mechanics and quality control personnel have the proper training, qualifications, skills, or certifications per NFPA 1071 for EVT III, prior to working on emergency vehicles and related apparatus.

3.2.11 Body Repair/Glass Replacement. Contractor shall perform limited body repair/glass replacement as directed by Government. Based on damage extent, Government may elect to coordinate body repair/glass replacement with a preapproved vendor.

3.2.12 Shop Repair Order (SRO). Contractor shall use FMIS to prepare and complete an SRO for any vehicles listed in Appendix 4, transferred, and new vehicles (hand written SRO and upon license plate receipt, transfer SRO information into FMIS). All vehicle SRO's shall be opened immediately. If FMIS is temporarily inaccessible, contractor shall prepare hand written work orders as required. Once FMIS is re-accessible, transfer hand written order information into FMIS. Contractor shall note engine run time/engine idle time on SRO (5 ton and above vehicles).

3.2.13 Surge/Emergency Operations. Motor Transportation Division may experience surges in workload requirements of up to 10%. Workloads may require off shift, evenings, weekends and holiday work hours. Surge/emergency work done outside predetermined standard work week shall be authorized by COR and paid in accordance with applicable wage determination. Prior to activation of surge/emergency work efforts, COR shall meet with Contractor for discussion to ensure clear understanding of requirements.

3.2.14 Vehicle History Jackets. Contractor shall maintain vehicle history jacket, including supplemental jackets (as required), and utilizing information from FMIS and TM 4700-15/1 on each vehicle listed in Appendix 4. Vehicle History Jackets shall be updated within two work days of completing any service. Vehicle maintenance history shall be maintained throughout vehicle life cycle, except as specified per paragraphs 3.2.32 and 3.2.33. Government shall provide blank history jackets.

3.2.15 Work Control, Scheduling, Reception and Reporting. Contractor shall maintain data for continuous status listing of vehicles down for repairs, manufacturer recalls, Service Life Extension Program (SLEP), or preventive maintenance. Data includes vehicle license plate number, date in shop, priority status, daily labor hours, and current maintenance status (i.e., awaiting repair, awaiting parts, repair in progress, or dead lined). Government retains right to place any vehicle listed in Appendix 4 in an out of service status at any time for reasons of safety or required maintenance services. Upon completion of repair, vehicle keys are to be turned in with completed SRO to designate assigned Contractor personnel. When vehicle is ready for pick up, Contractor shall notify applicable unit Responsible Individual (RI) and coordinate retrieval action, to include obtaining receiver's signature on the SRO.

3.2.16 Missing/Damaged License Plate. Contractor shall notify Government of missing/damaged license plates immediately. Report shall include vehicle make, model, year, and serial number. Applicable vehicle repairs will continue and vehicle shall remain in custody until replacement license plate is received and installed by Contractor.

3.2.17 Damage or Destruction to Vehicle/Equipment. Contractor shall notify Government of any damage or destruction to any vehicle/equipment. Vehicle shall remain in custody until a Government determination can be made regarding necessary action to be taken. Contractor shall submit an incident form to the Government at the time of reporting (sample form available at contract start date).

3.2.18 Commercial Vendor Maintenance. Contractor shall deliver vehicles listed in Appendix 4 to outside vendors as directed by Government. A work delay code CS (transfer to commercial shop) shall be used once vehicle is delivered to vendor. Upon vendor repair completion, Contractor shall retrieve vehicle and process for return-to- service.

3.2.19 Processing of New Vehicles. Contractor shall process new vehicles, to include acceptance check, removing vehicle from transportation mode, installation of license plates, fabrication and application of required stencils/labels, completion of Required Information for New Vehicle form (sample form available at contract start date), and completion of warranty registration card, if applicable. New vehicles are deemed Priority 5 and shall be processed while awaiting Government assigned license plates/serial numbers utilizing a hand written SRO and last 6- digits of vehicle VIN/serial number. Contractor shall submit completed form to Government, and contact Government if service and/or parts manuals did not accompany vehicle, for both chassis and rear body. For personnel aerial devices, contractor shall contact Government when no load test certification is present.

3.2.20 Processing of Transferred Vehicles. Contractor shall conduct and submit a NAVMC 10284, Limited Technical Inspection (LTI) before proceeding with vehicle receipt/acceptance. Contractor may be required to conduct LTI off-site.

3.2.21 Notice of Delay Status for Shop Repair Order. Contractor shall contact RI when a SRO is placed in delay status of CP (waiting equipment, parts in). Contractor shall record in FMIS name of individual, date and time notified. Contractor shall record in FMIS reason for delay of P (waiting parts/tools). Type of tool(s) shall be recorded in FMIS.

3.2.22 Proprietary Work. Contractor shall submit a completed purchase request to Government when proprietary work or technical assistance is required. Contractor shall record in FMIS reason for delay, type work, and technical assistance required.

3.2.23 One Time Repair Limit. If vehicle maintenance cost exceeds One Time Repair Limit guidance as described in MCO P11240.106, Contractor shall calculate specific maintenance thresholds and notify Government in writing within two work days. Written notification shall include all necessary repair parts description, reason for replacement, and costs. Government shall review and approve any additional action. Contractor shall complete NAVMC 10284, LTI and prepare vehicle for disposal as directed within five work days. This may include removal of refrigerant and completion of Defense Logistics Agency (DLA) form (sample form available at contract start date).

Government shall notify RI when vehicle is deemed non-repairable. Upon notification by Government of a non- repairable vehicle, Contractor shall submit vehicle record jacket with completed LTI sheet, both license plates when applicable, and keys to Government (MHE shall have applicable markings painted over). Vehicle shall be relocated by Contractor to designated holding area pending DLA delivery date. Contractor shall deliver vehicle to DLA when notified by Government.

3.2.24 Preventive Maintenance (PM). Contractor shall perform PM and inspections for vehicles listed in Appendix 4 as directed by Government in Monthly PM schedule. A PM may be performed up to 14 calendar days or 500 miles prior to scheduled PM date. Government reserves right to deviate from this policy should it become necessary. PM schedule includes vehicles due for load testing, Annual Condition Inspection (ACI), Non Destructive Testing (NDT), and Hydrostatic testing.

3.2.25 Off-Site Maintenance. Contractor shall perform scheduled and unscheduled off-site maintenance which includes preventive maintenance, corrective maintenance, and repair service for vehicles that cannot be delivered to maintenance facility due to nature of repair, design, or lack of mobility.

3.2.26 Warranty and Recall Service. Contractor shall coordinate warranty and recall service with manufacturers, vendors, and dealerships. Contractor shall deliver vehicles listed in Appendix 3 for warranty and recall, and vehicles listed in Appendix 4for warranty only to manufacturer, vendor, or dealership, and return vehicles to Installation when services have been completed.

3.2.27 Battery and Charging System Maintenance. Contractor shall ensure batteries are recharged or replaced when failure occurs on vehicles listed in Appendix 4. Contractor shall not jump start vehicles/equipment with defective batteries then release vehicle/equipment back into operation without testing to determine if battery replacement is required. Batteries that fail load test, specific gravity test, or if case is cracked and/or leaking acid, shall be replaced with a new battery of proper size, voltage, and with same or better amp hour rating. Leaking batteries shall be prepared for disposal by Contractor per Environmental Management Division (EMD) Shop Level Standard Operating Procedures (ESOP) 9.8, Management & Storage of Batteries.

3.2.28 Tire Maintenance/Replacement. Contractor shall ensure tire maintenance/replacement per Rubber Manufacturer's Association publications, manufacturer's specifications, NAVSUP Publication 538, MCO P11240.106, NFPA 1911, and procedures set forth in Federal Motor Carriers Safety Regulation Part 325.93 and 393.75. Tires that are repaired or replaced shall be balanced. Recap tires are not authorized to be placed on steering axles. Only matched tires of same size, ply rating, and type shall be installed on a vehicle.

3.2.28.1 Unserviceable Tires. Contractor shall ensure tires not considered serviceable shall be collected at Building 1504, and trailer loaded/unloaded as applicable. Per Government notification, Contractor shall deliver identified tires for turn-in to DRMO located aboard Installation.

3.2.29 Priority 1 Vehicles. Vehicles in this category include medical, fire, security, sanitation, or seasonal equipment. Repair work shall be started immediately after vehicle is reported out of service. When a priority 1 vehicle is placed in an Awaiting Mechanic (AM) status the contractor must provide a mitigating course of action plan identifying the cause and proposed strategy to get the vehicle immediately into the maintenance cycle.

3.2.30 Priority 5 Vehicles. Vehicles in this category are other vehicles not designated as Priority 1. Government may designate Priority 5 vehicles as "Priority 1" when deemed necessary to meet mission requirements. Repair work on Priority 5 vehicles shall be started within one work day after vehicle is reported out of service. When 6 or more priority 5 vehicles are placed in an Awaiting Mechanic (AM) status the contractor must provide a mitigating course of action plan identifying the cause and proposed strategy to get the vehicles promptly into the maintenance cycle.

3.2.31 Installation, Transfer, and Removal of Special Equipment. Contractor shall install, transfer, and remove special equipment or components on vehicles per MCO P11240.106, and manufacturer's guidelines as directed by Government. Services are estimated to occur 15 times per year. Special equipment and components include equipment bodies, new chassis, hydraulic tailgates, emergency warning devices (excluding law enforcement and firefighting equipment), placards, fire extinguishers, special bumpers and hitches. Welding work may be required. Transfer, installation and removal of special equipment includes mounting, wiring, and installation of any auxiliary equipment such as an antenna, tail lights, etc.

3.2.32 Weight Handling Equipment (WHE). Contractor shall maintain the appropriate testing/inspection certifications for and conduct load testing of WHE e.g. crane and personnel aerial device vehicles listed in Appendix 4 per NFPA 1911 and MCO P11240.106. An ACI shall be completed by Contractor on required vehicles per MCO P11240.106. Retention of load test and/or ACI certification is required until next certification is completed.

3.2.33 Annual Inspections of Material Handling Equipment (MHE). Contractor shall perform an ACI on MHE per MCO P11240.106. Contractor shall perform an annual load test, an overload test, a safety certification, a fork maintenance inspection, on MHE used to lift ammo and apply a safety certification label per NAVSEA SWO23- AH-WHM-10. Retention of ACI certification required until next certification is completed. Contractor shall retain tests, certifications, and fork maintenance inspections on MHE used to lift ammo, per NAVSEA SWO23-AH-WHM- 10.

3.2.34 Calibration of Point of Sale (POS) Fuel Meters. Contractor shall ensure a minimum of 2 personnel are certified and trained to conduct POS Fuel Meter calibration. The Government shall provide the necessary equipment and ensure that the calibration equipment is certified. This is an annual certification requirement for the meters on board the refueler fleet identified in Appendix 4.

4.0 General Requirements

4.1 Management and Staffing. Contractor shall manage total work effort associated with vehicle maintenance and operations, and other functions required for satisfactory and timely completion of services, including operation of tracking system, scheduling, reception, and reporting; planning and scheduling of vehicle usage; obtaining road permits for special loads; identification of misuse/abuse of vehicles; accountability of GFP; and customer support. Contractor shall provide necessary number of staff personnel with applicable management expertise, training, and certifications to ensure performance of work in accordance with sound and efficient management practices. Employees shall be acquainted with contract.

The required services shall be performed to meet the Government's standards and the Government recommends the below positions and 50,328 total man hours annually to meet expected work load.

The Contractor shall determine the Labor Categories and hours required to provide the Government Services. The qualification may have equivalent experience.
The personnel complement shall include an adequate mixture of the labor categories as provided in this paragraph.

Labor Category	Occupation Code Applied	# Hours Annually (Recommended)
Project Manager		1864
Quality Control Inspector	99610	1864
Production Control Clerk	01270	1864
Lead Motor Vehicle Mechanic	05190	3728
Motor Vehicle Mechanic	05190	26,096
Mobile Equipment Servicer	05110	1864
Lead Operations Technician	01020	1864
Cleaner, Vehicle	11030	Shared with Janitor/Duty Driver
Janitor	11150	1864
Dispatcher, Motor Vehicle	01060	1864
Bus Driver	31030	3724
Truck Driver, Light	31361	1864
Truck Driver, Medium	31362	1864
Truck Driver, Tractor Trailer	31364	1864
Test Examiner	01510	Shared with Lead Operations Technician

Minimum Hours Staffing Level 52,192

Additional guidance, qualifications, and functions are provided in contract. Contractor shall perform tasks prescribed herein as assigned by COR. Contractor personnel are employees of Contractor and under Contractor administrative control and supervision.

Contractor is responsible for maintaining required minimum staffing level. Contractor shall approve and administer leave and holidays for employees. Contractor shall be responsible for tasking employees in accordance with contract work required. Contractor shall perform supervision, evaluation, and disciplinary actions of employees.

Due to urgent and continuous nature of contract requirement, Contractor is expected to maintain proposed workforce at 100% staffing. Contractor is expected to develop a staffing plan to fill any planned or unplanned vacancies on an expedited basis. Vacancies which occur in Contractor proposed staffing shall be filled within 14 calendar days. Staffing vacancies that remain unfilled after 14 days shall have an invoice offset calculated using total proposed daily cost (including profit and overhead) for position left vacant (based on a 30 day month) times number of vacant days in billing cycle plus an additional 10% of cost calculated.

4.1.2 Employment of Aliens. Contractor shall not employ any alien defined as not lawfully employable in the United States under the Immigration Reform and Control Act.

4.1.3 Language Requirements. Contractor shall employ only persons able to fluently speak, comprehend, read, and write the English language.

4.1.4 Key Personnel Requirements. Key personnel are stated in paragraph 4.1.5 and includes Contract Manager and alternates. Certain skilled experienced professional and/or technical personnel are critical for successful Contractor accomplishment of work performed under contract. These are defined as Key Personnel and are those persons whose resumes were submitted for evaluation of proposal. Contractor agrees that such personnel shall not be removed from contract work or replaced without compliance with paragraphs 4.1.4.1 and 4.1.4.2.

4.1.4.1 Non-availability of Key Personnel. If Key Personnel are unavailable for work under contract for a continuous period exceeding 30 work days, or expected to devote substantially less effort to work than indicated in proposal, Contractor shall promptly replace such personnel with personnel of at least substantially equal ability and qualifications.

4.1.4.2 Approval of Substitutions. Requests for approval of substitutions shall be in writing and provide a detailed explanation of circumstances necessitating proposed substitution. Explanation shall contain a complete resume for proposed substitute, and any other information requested by Contracting Officer needed to approve or disapprove proposed substitution. Contracting Officer or authorized representative shall evaluate such requests and promptly notify Contractor of approval or disapproval in writing.

4.1.4.3 Failure to Provide Timely Replacement. If Contracting Officer determines suitable and timely replacement of Key Personnel who have been reassigned, terminated, or otherwise become unavailable for contract work is not reasonably forthcoming or resultant reduction of productive effort would be so substantial as to impair successful completion of contract or service order, contract may be terminated by Contracting Officer for cause or for convenience of Government as appropriate. At discretion of Contracting Officer if determined Contractor fault for condition, price may be equitably adjusted downward to compensate Government for any resultant delay, loss, or damage.

4.1.5 Contract Manager. Contractor shall provide a Contract Manager responsible for assuring successful performance of services required by contract. Contract Manager and alternate are required to have a Bachelor's Degree and a minimum of three years' experience in Transportation Maintenance and Operations or no Bachelor's Degree and a minimum of 10 years' experience in Transportation Maintenance and Operations. Contract Manager and alternates shall be designated in writing as Key Personnel to Contracting Officer. Contract Manager or alternate shall meet as necessary with Government personnel designated by Contracting Officer.

Contract Manager or alternate shall be on-site during regular duty hours. At contract start date, Contractor shall submit to COR information as to how Contract Manager or alternate may be contacted after regular hours. Information provided only specifies how Contract Manager or alternate may be contacted, but in no way obligates them to be on standby.

4.1.6 Responsible Individual. Contractor shall assign in writing an employee(s) as Responsible Individual (RI) for vehicles provided to Contractor (i.e., C-Pool and Shop Use vehicles). RI is responsible for daily vehicle checks, inducting and delivering vehicles for maintenance service, and accurate submission of monthly mileage report. RI shall be responsible to conduct quarterly inventory verification of assigned vehicles and collateral equipment upon receipt of Consolidated Memorandum of Record from Government. RI is responsible for submitting modification request(s) (sample form available at contract start date) when necessary. Damages to vehicles caused by neglect, abuse, or accident (where driver is at fault) shall be at Contractor expense. As required, assigned RI's shall submit a SF91 Motor Vehicle Accident Report or a Misuse/Abuse report to COR.

4.1.7 Contractor Employees. Contractor shall be responsible for performance and conduct of employees. Contractor employees in performance of contract, or any representative of Contractor entering Installation, shall abide by security regulations listed in contract and shall be subject to such checks by Government as deemed necessary. Contractor shall not employ persons whose employment would result in a conflict of interest with Government's standards of conduct.

4.1.7.1 Employee Supervision. Government shall not exercise any supervision or control over Contractor employees performing services under contract. Such employees shall be accountable not to Government but to Contractor which, in turn, is responsible to Government.

4.1.7.2 Employee Conduct. Contractor employees shall conduct themselves in a proper manner. Contractor expressly agrees to remove from site any individual whose continued employment is deemed by COR to be contrary to public interest or inconsistent with best interests of National Security.

4.1.7.3 Smoking, Eating, Drinking. Contractor shall not permit smoking (includes vapor smoking), eating, or drinking in Government provided facilities unless so designated by Government. Contractor shall only permit smoking (to include vapor smoking) outside in designated areas away from entrances.

4.1.7.4 Employee Property. Contractor shall be responsible for safety of employees' supplies, materials, equipment, and personal property from loss, damage, or theft.

4.1.7.5 Personnel Roster. At contract start date, Contractor shall provide Government a roster listing, by functional area, employees, job titles, and certifications. Contractor shall update roster quarterly and when Key Personnel change.

4.2 Certifications and Qualifications. Contractor shall ensure, upon contract start date, employees have proper training, certifications, permits, licenses and endorsements per applicable DOD, Federal, Navy, Marine Corps, and State regulations, prior to performing any required services or using any equipment specified in Contract. Includes thorough familiarization with refuelers, vacuum trucks, front end loading garbage trucks, fire apparatuses, aerial devices, digger derricks, crash/fire/rescue vehicles, refrigeration systems, etc. A summary report listing employees and training certifications shall be provided to COR at contract start date, quarterly, and as employees change. Use of Government vehicles by Contractor employees to obtain road time or license is prohibited per DOD Manual 4500.36.

4.3 Asbestos Awareness Training. Contractor employees shall receive annual asbestos training per 29 CFR 1910.1001. Government shall provide training.

4.4 Specialized Maintenance/ Automotive Training. Contractor management and maintenance employees shall receive training as required for specialized vehicles or equipment. Government shall provide training.

4.4.1 Automotive Lift Training. Contractor management and maintenance employees shall receive one-time training on automotive lifts per American National Standard for Automotive Lifts (ANSI/ALI ALOIM).

4.5 Safety Requirements. Contractor shall maintain safety and health standards consistent with requirements of OSHA, DODI 6055.1, DOD Safety and Occupational Health (SOH) Program, NAVMC 5100.8, Marine Corps Occupational Safety and Health (OSH) Program Manual, Contractor Company Safety Program(s), and other requirements in contract. Individual designated as Contractor Hazardous Material Handler (HMH) may also be assigned as Contractor Safety Representative.

4.5.1 Stop Work for Safety Non-Compliance. If Contractor fails or refuses to promptly comply with safety and housekeeping requirements, COR may issue an order stopping all or part of work until satisfactory corrective action has been taken. No time lost due to any such stop work order shall be made subject of Contractor claim for extension of time, excess costs, or damages.

4.5.2 Accident Reporting. Contractor shall maintain an accurate record of and shall report to COR orally, within one hour, accidents resulting in death, trauma, occupational disease, or property damage caused by Contractor employees. If at fault, Contractor shall be financially liable for property damages.

4.5.3 Emergency Medical Care. Only emergency medical care is available in Government facilities to Contractor employees who suffer on-the-job injury or illness.

4.5.4 Environmental and Hazardous Material (HAZMAT) Compliances. Contractor shall ensure compliances are maintained per Federal, DOD, Marine Corps, MCIEAST-CAMLEJ, Base regulations, and EMD ESOPs. Requests for HAZMAT shall be submitted to Government. Contractor is prohibited from purchasing HAZMAT.

4.5.5 Hazardous Material Handler (HMH). Contractor shall appoint individuals to perform Hazardous Material Handler (HMH) functions for MCB Camp Lejeune/ MCAS New River Complex locations. Appointees shall successfully complete EMD Comprehensive Environmental Training and Education Program administered training (EM101 Initial Hazardous Material and Hazardous Waste Training) within 90

calendar days after appointment and annual refresher training thereafter. Appointed individuals shall attend EMD administered training on air quality management, above ground storage tanks (AST), oil water separators (OWS), and spill containment. Alternate personnel shall be trained to conduct daily OWS inspections and weekly AST inspections when primary HMH is absent. Government shall provide training.

4.6.1 Building 1502. Contractor shall deliver and rinse fuel/hydraulic containers, five gallons and above, that require triple rinsed for disposal at EMD Resource Conservation Recovery Branch, Building 977. Contractor is responsible for triple rinsing of fuel/hydraulic lines/hoses prior to being disposed by using the facility wash rack.

4.6.2 Building AS118 (MCAS New River). Contractor shall deliver and rinse fuel/hydraulic containers, five gallons and above, that require triple rinsed for disposal at Environmental Affairs Division, Building AS3525. Contractor is responsible for triple rinsing of fuel/hydraulic lines/hoses prior to being disposed of or to be tested by using the facility wash rack.

4.7 HMH Responsibilities. Contractor HMH shall, in addition to requirements of MCIEAST-MCB CAMLEJO 5090.9 Hazardous Material/Waste Management, be responsible for following:

4.7.1 Ensure Installation and command management requirements are implemented for storage, maintenance, and disposal of hazardous materials (HM).

4.7.2 Ensure only authorized, properly trained, and supervised employees are permitted to handle HM or perform associated inspections and record keeping thereof.

4.7.3 Conduct and document monthly inspections of HM accumulation areas, reporting deficiencies to Environmental Compliance Office (ECO).

4.7.4 Ensure all HM containers and secondary containers are clearly marked per applicable directives.

4.7.5 Ensure all leaks, releases, and spills are managed and reported per unit contingency plan. (Copy available at contract start date)

4.7.6 Notify supervisor and COR immediately upon becoming aware of generation or proposed generation of Hazardous Waste (HW).

4.7.7 Notify supervisor and COR immediately upon discovering existing or potential violations or deficiencies suspected of posing a HM threat: spill, fire, explosion, or other danger to human health and safety or to property, or the environment.

4.7.8 Ensure day-to-day collection, storage, and disposal of HM is performed in compliance with applicable directives.

4.7.9 Submit EMD designated forms to ECO for required turn-in of excess and expired HM.

4.7.10 Conduct and document daily OWS and weekly AST inspections.

4.7.11 Maintain an Authorized Use List (AUL) for HM used aboard MCB Camp Lejeune/MCAS New River Complex. Ensure AUL is current and provides updates to ECO as they occur.

4.7.12 Ensure Safety Data Sheets (SDS) for HM are on hand and available to all employees.

4.7.13 Correct and document abatement action on deficiencies noted in inspections.

4.7.14 Maintain a turnover file/SOP PER MCO P5090.2.

4.8 Environmental Training. Contractor shall ensure employees that perform welding and Freon recovery operations attend EMD administered air quality training course number EM106 within 60 calendar days of employment and attend a refresher course every two years thereafter. Contractor shall ensure employees attend EMD administered Oil Water Separator Training course number EM108 (one-time requirement). Government shall provide training.

4.9 Environmental Air Quality Title V. Contractor shall ensure provided Title V Air Quality Binder is properly maintained and updated per following SOP's: (1) Compliance with Clean Air Act Title V Permit, Motor Vehicle Refrigerant Recovery and Recycling, (2) Welding Emission Source and, (3) Non MVAC Refrigerant Recovery and Recycling. ID: A-HP-1502-10 (Copies of SOPs are part of Title V Binder).

4.10 Ozone Depleting Substances. Contractor shall maintain a current list of certified Ozone Depleting Substance (ODS) technicians with a copy of certifications in Title V Binder.

4.11 Recovery and Recycling Operators-Motor Vehicles Form 1. Contractor shall complete Recovery and Recycling Operations-Motor Vehicles Form 1, Semiannual Program Overview, semiannually by 1 January and 1 July and forward to ECO.

4.12 Storage of Welding Materials. Contractor shall ensure welding materials including ARC, MIG, and TIG are properly stored and labeled, and a current detailed inventory is maintained to reflect count and weight. A record of usage shall be maintained using current version of Welding Operations (A-HP-1502-10) Form 1-Welding Usage. Semiannually by 1 January and 1 July, a copy of inventory along with a copy of usage report shall be forwarded to ECO.

4.13 Lock Out/Tag Out. Contractor shall ensure Lock Out/Tag Out procedures are conducted per 29 CFR 1910.147.

4.14 Shelter-in-Place. In the event of an emergency, Government will notify Contractor to direct personnel to evacuate or take some form of shelter. Contractor shall be responsible to notify employees at other assigned facilities. Under these circumstances, all Government and Contractor employees shall be directed to shelter-in-place. Sheltering-in-place means to take temporary protection in a structure or vehicle. At contract start date the Government will provide shelter-in-place procedures. Upon review of procedures, Contractor may submit proposed changes to Government relevant to employees' shelter-in-place facilities and/or away from facilities.

4.15 Vehicle Fuel. Government shall provide fuel required for vehicles assigned to Contractor. Fuel keys or GSA fleet cards shall be provided to Contractor for access to Government fuel sites. Contractor shall contact Fuel Farm at Camp Lejeune/ New River Complex when assigned MHE requires fuel.

4.16 Financial Liability. If due to Contractor conduct, negligence, misuse, or abuse, Contractor shall be financially liable for associated replacement, repair, of assigned or property. Includes missing or lost GFP; damage to vehicles; damage to facilities; damage to equipment; damage to overhead vehicle ventilation system; identification/order of incorrect repair part/material; and unauthorized long distance phone calls on Government phone.

4.17 Housekeeping. Contractor shall ensure all places of employment, passageways, storerooms, service rooms, and walking-working surfaces are kept in a clean, orderly, and sanitary condition per 29 CFR 1910.22(a)(1). Contractor shall be responsible for cleaning spaces listed in 6.3 (does not include the tenant GSA or COPARS offices), to include maintenance/vehicle storage bays, vehicle washing area, office areas, as well as common areas (e.g. breakroom, bathrooms, and corridors). Contractor shall perform functions required to maintain aforementioned areas in an orderly fashion, to include sweeping, mopping, daily trash removal, vacuuming, dusting, and cleaning mold and mildew (includes keeping work benches, cabinets, shelving, and shop areas in an organized manner). Contractor shall be responsible for cleaning filters in vacuum cleaners and window A/C units once per month, to include air vents. Replacement filters are provided by Government. Contractor is responsible for changing light bulbs up to 10 feet high. Replacement bulbs are provided by Government. Water fountains located in Buildings 1407, 1502, 1504, and AS118 shall be

cleaned once a week. Government shall provide cleaning supplies. Contractor shall maintain a 'clean-and-stow-as-you-go' approach in work areas. Includes immediate clean-up of HAZMAT spills and sweeping and picking up dry sweep after spill area is cleaned. Contractor shall ensure all oil/fuel/antifreeze drain containers are emptied daily.

4.18 Recyclables. Government shall provide applicable dumpsters. Untreated, unpainted, and unsoiled wooden pallets and unserviceable items which cannot be placed in a dumpster shall be separated as required and delivered to respective drop off site by Contractor. Items requiring triple rinse before disposal shall be completed by Contractor. A dumpster for cardboard, metal, treated/soiled/painted wood products, paper/newspapers and recycle items is provided and shall be used. Receptacles for recyclables are provided within work areas and shall be used. When receptacles become full, Contractor shall empty contents and relocate to designate dumpster. Once dumpsters are full and require emptying, on-call notification will be placed to Qualified Recycling Program, Base Recycling Coordinator.

4.19 Security Requirements

4.19.1 Non-Disclosure/ Background Check. Contractor shall not disclose, or cause to be disseminated, any information concerning operations of activity which could result in, or increase likelihood of, possible breach of activity's security or interrupt continuity of operations.

4.19.2 Criminal Liability. Contractor/Contractor representatives may be subject to criminal liability under Title 18, Sections 793 and 798 of United States Code for disclosure of information relating to services to persons not entitled to receive it, or failure to safeguard classified or confidential/sensitive information that may come to Contractor or any person under Contractor control in connection with work under contract.

4.19.3 Inquiries, Comments, Complaints. Inquiries, comments, or complaints arising from any matter observed, experienced, or learned of as a result, or in connection with performance of contract, resolution of which may require dissemination of official information, shall be directed to COR.

4.19.4 Deviations or Violations. Deviations from, or violations of, provisions shall, in addition to other criminal and civil remedies provided by law, subject Contractor to immediate termination for default and/or individuals involved to withdrawal of Government acceptance and approval of employment.

4.20 Federal, DOD, Navy, Marine Corps, MCIEAST-Camp Lejeune and Base Regulations. Contract employees shall be acquainted with and obey Government regulations as posted, promulgated, referenced or provided by COR.

4.21 Access to Designated Areas. Contract employees cleared and properly identified, shall be permitted Base access to designated areas for purpose of performing per contract and only during designated work hours as stipulated in contract. Contractor shall ensure employees vacate Contractor work areas at end of workday unless otherwise approved by COR.

4.22 Physical Security. Contractor shall be responsible for safeguarding Government property provided for Contractor use. At end of each day, Government facilities, equipment, and materials shall be secured by Contractor. During non-duty hours opening of locked areas by Contractor to permit entrance of persons other than Contractor employees engaged in performance of contract work requirements is prohibited. Contractor is also responsible for security of GFP in tool rooms of Buildings 1502 and AS118. GFP removed shall be returned by end of work day.

4.23 Key Control. On start date of contract, Contractor shall receive and receipt for keys on assigned facilities. Contractor shall establish and implement methods to ensure keys issued to Contractor by Government are not lost or misplaced and are not used by unauthorized persons. Contractor shall not duplicate any keys issued by Government. Contractor shall collect keys from personnel permanently departing employment and return keys back to Government.

4.24 Contractor Standing Operating Procedures (SOP). Contractor shall prepare and submit for COR approval, two copies of SOP within 30 calendar days of contract start date and make changes to procedures in compliance with Government regulations. SOP shall specifically delineate Contractor plan of action in providing services required by contract. COR shall approve or disapprove SOP within five work days of receipt; process shall continue until acceptable SOP is submitted and approved. Contractor SOP shall include a Staffing Plan, Strike Contingency Plan, and Destructive Weather Plan.

4.25 Contractor Quality Control Program (QCP). Contractor shall prepare and submit for COR approval, two copies of a QCP within 30 calendar days of contract start date. Contractor shall establish and maintain a complete QCP that shall assure requirements of contract are met as specified. QCP shall include processes for induction, quality assurance of vehicles, quality assurance while vehicles are in maintenance cycle, and quality assurance upon completion of repairs. If changes are made to Contractor QCP, Contractor shall submit a revised QCP to COR within five work days. If Government determines Contractor has failed to maintain approved QCP, Government shall provide Contractor written notice of deficiencies. Contractor shall correct all deficiencies within five work days of receipt of written notice. If deficiencies are not corrected to Government satisfaction, Government may terminate contract for default. Contractor shall be responsible for costs associated with correcting deficiencies

4.26 Inspection System. Contractor QCP shall include an inspection system covering services listed on Performance Requirements Summary (PRS). It shall specify areas to be inspected on either a scheduled or unscheduled basis, how often inspections shall be accomplished (inspections shall be no less than monthly), and title of individual(s) conducting inspection. A copy of inspection report shall be forwarded to COR monthly.

4.26.1 Identifying Deficiencies. Contractor QCP shall include methods for identifying deficiencies in quality of services performed before level of performance becomes unsatisfactory. Includes identification of corrective actions to prevent recurrence.

4.26.2 Inspection Files. Contractor shall maintain a file of inspections conducted and note any corrective action required and taken throughout term of contract. File shall be property of Government and be made available to COR during regular hours. File shall be turned over to COR within 30 calendar days after completion/termination of contract.

5.0 Government Furnished Information Technology Systems. Contractor shall be required to utilize Government provided Information Technology (IT) systems. Systems include:
Fleet Anywhere/Fleet Management System
Global Combat Support System-Marine Corps (GCSS-MC) Interactive Customer Evaluation

Multiple systems access shall be required by the Contractor to perform to contract requirements. Designated Contractor employees requiring access shall complete System Authorization Access Request (SAAR) forms. The SAAR is system site specific and specifically identifies the access required for the purpose of validating the trustworthiness of employees requesting access to DOD systems and information.

5.1 Common Access Card (CAC) Training Requirements. Contract employees are required to have a Common Access Card (CAC) for Government computer use, and shall complete annual training courses, includes Privacy Act, Personal Identifiable Information, Information Awareness, Cyber Awareness, Anti-Terrorism, and Records Management training. Courses are available through Government approved web sites at no cost to Contractor.

5.2 Vehicle Diagnostics IT. All necessary hardware, software, web based applications, components (e.g., OBD adapters, communication modules/units, USB Links, USB Link cables, scan/diagnostic tools, etc.) and Wi-Fi for vehicle diagnostics (i.e., maintenance, schematics, repair parts, etc.) shall be provided by Contractor and be current unless the vehicle software is proprietary and requires the manufacturer or authorized vendor to come and perform required maintenance.

6.0 Government Owned Property. The Government will provide the facilities, information, equipment, and materials as listed in this section. Government will maintain ownership of all property. A list of other Government-owned equipment that will be provided to the Contractor for use while providing services under this contract will be available upon reward.

6.1 Joint Inventory of Government Owned Equipment. Contractor and Government representative shall conduct joint inventory on contract start date to verify quantity and condition of GFP. Inventory shall be completed within 30 calendar days of contract start date and signed for by Contractor. Contractor and Government shall certify findings of joint inventory and report discrepancies to COR. Contractor shall not remove GFP from assigned areas unless approved by COR. Contractor shall conduct an Annual Inventory of GFP per MCO P4790.2 (submit completed inventory to COR by end of inventory month with explanation of missing items).

6.2 Government Owned Equipment. Contractor is responsible to identify and prepare unserviceable GFP for the Government for disposition actions. Contractor shall move GFP to area identified by Government. Contractor is also responsible to place new GFP in designated location and includes: unload from carrier, uncrate/unbox, assemble as required, and test/check within five work days of receipt. If GFP requires special arrangements for operation (i.e., electrical or floor mounting), Government shall coordinate actions. Contractor has five work days upon special arrangements completion to operationally check item.

6.3 Facilities. Government shall furnish office, common area, and maintenance spaces within following facilities for use by Contractor during performance of contract, the Square Feet (SF) is as follows:

Building	Size	Unit	
1407		4,492	Square Feet
1408		4,396	Square Feet
1407 Parking		49,000	Square Feet
Covered Wash Rack		1,980	Square Feet
Class C Vehicle Lot		81,792	Square Feet
1502		63,020	Square Feet
1504		5,311	Square Feet
AS118		7,050	Square Feet
AS118A		540	Square Feet

Modifications of facilities are not authorized. Contractor shall return facilities to Government in same condition as received, less fair wear and tear.

6.4 Government Owned Equipment. Computers, printers and radios listed shall be provided, repaired, and replaced by Government, unless repairs are due to negligence or abuse by Contractor in which case Contractor shall be liable for cost. Upon completion or termination of contract, GFP listed shall be returned to Government in same condition as received, less fair wear and tear. Furniture and equipment to include ice machine, refrigerators, ovens, microwaves, televisions, etc., shall be provided by Government. Contractor is responsible to relocate GFP for facility renovations and return back to same location. Contractor is responsible to disassemble unserviceable furniture and assemble new furniture as required.

6.5 Vehicle Lot Maintenance. Unpaved and paved vehicle lots shall be maintained in orderly manner. Areas surrounding provided facilities (includes fence lines) not covered by MCB Camp Lejeune/MCAS New River Complex facilities contract shall be maintained in orderly manner, includes clearing of debris, trash, grass, and vegetation; and trimming of bushes. Facilities Maintenance Self-Help Program shall be utilized in maintaining areas. For Self-Help items such as weed killer and pest control items, Contractor shall contact Government. Contractor can check out trimmers, lawnmowers, etc. from Self Help, Building 1204.

6.6 Contractor Furnished Items. Except for those items or services specifically stated to be Government furnished, Contractor shall furnish as required to perform Contract service, i.e., administrative supplies, employee reflective gear, personal protective equipment (PPE), rain gear, gloves, disposable gloves, and mechanic/servicer personal tools.

6.7 Utilities. Government shall provide, at no cost to Contractor, electricity, heat, air conditioning, water, and sewage. Contractor shall operate under conditions that preclude waste of utilities, and shall instruct employees in utilities conservation practices. Lights shall only be used in areas where employees are present and performing work tasks or personal functions. Mechanical equipment controls for heating, ventilation, and air conditioning systems shall be adjusted by Contractor. Water faucets or valves shall be turned off after each use.

6.8 Telephones. Government shall provide telephones with necessary capabilities (local, DSN, long distance) required to perform work described in contract; other long distance phone calls are not authorized. Government telephones shall not be used for personal reasons.

6.9 Vehicle Lifts. Contractor is responsible for maintaining vehicle stationary lifts by performing Preventive Maintenance Checks and Services as required by manufacturer.

6.10 Replacement of Defective Equipment. Contractor is responsible for replacing defective batteries in shop equipment, replacing defective dispensing guns on hose reels, replacing pumps in Port-A-Cools, replacing defective hoses, and wand assemblies on pressure washers. Contractor is responsible for submitting a completed purchase request to Government for necessary items.

6.11 Leaking Hoses/Lines. Contractor is responsible for checking and tightening leaking hoses/lines on shop hose reel assemblies before contacting Government for repair or replacement. Contractor is responsible for submitting a completed purchase request to Government for necessary items.

6.12 Unserviceable Shop Hydraulic Components. Contractor is responsible for draining and rinsing of unserviceable hydraulic hoses, and hose reels, prior to disposal. Contractor is responsible for draining air operated drum pumps prior to disposal.

6.13 Roadside Service Vehicle Maintenance. Contractor is responsible for conducting corrective maintenance and annual Preventive Maintenance Checks and Services on portable air compressors and engines installed on assigned roadside service vehicles. Contractor is responsible for submitting a completed purchase request to Government for necessary items.

6.14 Air Compressor Lubricator Fluid. Contractor is responsible for replenishing inline air compressor lubricator fluid for use in dispensing 55 gallon drum products. Required lubricate fluid provided by Government.

6.15 Parts Cleaners. Parts cleaners are provided for Contractor use but are maintained by a separate contract. Government shall be responsible for costs related to parts cleaners. Lids on parts cleaners shall be closed after every use.

6.16 Equipment Calibration. Government shall provide calibration for specialized Government owned equipment that is provided as part of contract.

6.17 Petroleum, Oils, Lubricants (POL). Government shall supply POL for vehicles listed in Appendix 4 and shop equipment. Contractor responsible for submitting a completed purchase request when items require replenishment or when a special requirement exits, includes Diesel Exhaust Fluid (DEF), and ChemStation products.

6.18 Replacement Parts. Government shall provide vehicle parts and materials required via Contractor Operated Parts Store (COPARS) located in Building 1502. Contractor shall submit first and second page of SRO, completed Parts Order form (available at contract start date), and defective part (as requested) to COPARS. Contractor shall be financially liable for incorrect parts ordered deemed not useable for purpose of designated repair, includes return cost to supplier (restock fee and freight cost). Upon re-order, Contractor shall submit a new Parts Order form with correct part nomenclature. Contractor shall be liable for parts damaged or installed improperly by Contractor employees. Parts with a core charge shall be returned with original parts receipt to COPARS within seven work days. Parts with a core charge which are lost, or not

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returned to COPARS, shall be subject to Contractor financial liability. Contractor shall provide COPARS a list of personnel authorized to sign for parts within 10 days of contract start date. List shall be updated when personnel change. Personnel shall sign parts receipt, to include date and time, within 30 minutes of email notification and remove parts from COPARS area. Contractor is responsible for parts after receipting from COPARS. Contractor shall replace missing/lost Priority 1 vehicle parts if not located after one day, and Priority 5 vehicle parts after two days.

7.0 Quality Assurance Surveillance Plan (QASP). COR shall evaluate Contractor performance by using QASP to assure services meet requirements of contract. Government's QASP is not a substitute for Quality Control by Contractor.

7.1 Purpose. QASP has been developed to provide standard of surveillance for monitoring contractor services in support of contract. COR shall supervise performance of Quality Assurance Evaluators (QAEs) and shall use QASP to ensure standards of contract are being met.

7.2 Performance Standards. QASP provides a systematic method to evaluate service Contractor is required to furnish. COR shall assess Contractor performance to ensure Contractor is performing to specified standards. Standards for contract are stated in Performance Requirement Summary (PRS).

7.3 Management and Oversight. QASP is based on premise that Contractor, not Government, is responsible for management and Quality Control action required to meet terms of contract. Performance requirements recognize that Contractor is not a perfect manager and that unforeseen requirements and uncontrollable problems do occur. Good management and use of an adequate QCP will allow Contractor to operate within specific performance requirements. QASP is designed to be objective, fair, and consistent in evaluating Contractor performance against provided standards.

7.4 Acceptable Quality Levels (AQLs). AQLs have been established in PRS and provide performance standards that Contractor shall meet in performing contract. If Contractor does not meet established AQLs, Contracting Officer (KO) has right to exercise negative incentives stated in QASP.

7.5 Primary Method of Surveillance/Evaluation. COR shall perform evaluation based on using one of various methods outlined in PRS Table. Following methods may be incorporated into PRS to monitor contract performance:

7.5.1 Random Sampling (RS). Random Sampling is based on premise that each and every occurrence of work has an equal chance of being inspected. In order to draw valid conclusions about work performance, surveillance by RS shall be statistically valid. Key elements are:

7.5.1.1 Sample size is specified for a given population to achieve a predetermined level of statistical accuracy.

7.5.1.2 Work occurrences shall be selected for evaluation by a random selection procedure. As a result, each occurrence has an equal chance of being selected.

7.5.1.3 Sampling intervals shall be predetermined.

7.5.1.4 Surveillance data gathered by other methods (i.e., customer complaints and unscheduled inspections) cannot be combined with data gathered through RS for performance evaluation determinations.

7.5.2 Planned Monthly Sampling. Quality Assurance surveillance based on planned sampling is a subjective process. Government shall document criteria and rationale used for selecting sample. Criteria includes specific work occurrences, sample sizes, and services which receive little or no evaluation.

7.5.3 85% Inspection. Quality Assurance surveillance based on inspection where specific characteristics of every performance unit are examined and tested to determine conformance with requirements.

7.5.4 Customer Surveys and Validated Customer Complaints. Survey surveillance method is where customers and end users are surveyed to provide input on specific service levels. Validated customer complaint surveillance method is based on customer awareness and satisfaction, and is mainly used to supplement other surveillance methods. Customers familiar with contract requirements notify Government when there is a case of poor performance or nonperformance. Upon notification, Government investigates report and documents any valid performance problems.

7.5.5 Interactive Customer Evaluations (ICE). ICE is a web-based evaluation that customers use to provide feedback on services provided. Customer shall rate the quality and timeliness of services received from Contractor.

7.6 Negative Incentives. If performance requirements do not meet AQL set in PRS table, COR shall document discrepancy(s) and notify Contractor promptly, and the COR will submit a monthly corrective actions report on a monthly basis, for appropriate action. When performance is below AQL standard for two months without corrective solutions, Government may implement a negative incentive which includes increased surveillance and/or Contractor reporting, as well as documentation on Contractor Performance Assessment Reporting System (CPARS). If Contractor performance does not improve by second month, a meeting shall be held to review additional corrective actions or to determine financial penalties to be assessed against Contractor.

7.7 Notification. COR shall notify KO, in writing, of unacceptable quality levels. The COR shall complete a written Corrective Actions Report and provide the contractor 15 days to re-work performance and provide a solution. The COR shall promptly provide written notification of discrepancies on a monthly basis, or immediately if situation significantly affects well- being of project. Contractor shall be provided opportunity to respond, in writing, to each discrepancy.

7.8 Response. Contractor shall provide a written response to cause and corrective action to prevent recurrence within ten work days after receipt of COR's notification. Contractor should cite specific quality assurance program procedures or new procedures instituted to prevent recurrence.

7.9 Records. COR shall maintain contract surveillance files as directed by KO in PIEE under SPM COR documents. Surveillance files includes following documentation for Firm-Fixed Priced contract:

7.9.1 COR designation and appointment letters.

7.9.2 A copy of contract and contract modifications.

7.9.3 QASP, Quality Control Plan, and any other monitoring tools, checklists, etc.

7.9.4 Evidence that GFP obtained under any task order is accounted for and remains in Contractor possession.

7.9.5 Correspondence including KO/COR notifications and Contractor responses.

7.9.6 Contractor monthly status reports and COR reports.

7.9.7 Monthly evidence of satisfactory performance provided by Contractor.

7.9.8 Evidence of price monitoring: copies of certified invoices tracked against each contract line item.

7.9.9 Quarterly reviews.

7.9.10 Surveillance reports and a summary of surveillance logs prepared by COR and submitted to KO annually.

7.9.11 Copies of deficiency reports that may be submitted in support of unacceptable performance identified during performance period by COR, or when a significant change is noted in assessment of one or more evaluation areas.

7.9.12 Out-of-cycle reports may be submitted in support of unacceptable performance identified during performance period by COR, or when there is a significant change in performance that alters assessment in one or more evaluation areas.

7.9.13 Annual in-progress reviews conducted and entered into CPARS.

7.10 Ratings. Past performance information shall be entered into CPARS, Government-wide evaluation reporting tool for past performance reports on contracts and orders. Each factor and sub-factor used shall be evaluated and a supporting narrative provided. Each evaluation factor shall be rated in accordance with a five scale rating system (i.e., exceptional, very good, satisfactory, marginal, and unsatisfactory). Ratings and narratives shall reflect definitions in Tables 42-1 or 42-2 of Federal Acquisition Regulation (FAR).

7.11 Documentation. Documentation used and referenced to perform surveillance shall consist of monthly reports, Contractor plans and procedures, schedules, customer feedback and contract data requirements.

7.11.1 Recording Observations. COR shall use surveillance documents to record information on scheduled observations and deficiencies noted. Each observation is recorded. Documents then become a formal record for reference. Contractor is to be notified of deficiency identified during scheduled observations. COR makes a notation on surveillance documents of date and time deficiency was identified, and subsequently requests Contractor receipt notation, documenting notification of deficiency only.

7.11.2 Potential Unacceptable Performance. COR shall identify specific services that are unacceptable, possible causes, and ask a number of questions which if answered, is likely to pinpoint source of problem.

7.11.3 Documenting Unacceptable Performance. COR shall attempt to resolve problem with Contractor. Surveillance document and attempted solution (along with an evaluation of results) are forwarded to KO. Based on severity of discrepancy and successful solution, COR shall notify KO. Contractor shall complete a response to unacceptable evaluation if requested by KO or by own choice.

7.12 Taking Action. COR may evaluate Contractor performance and document any non-compliance, but only KO may take action against Contractor for an unacceptable rating. When Contractor performance is unacceptable and formal action is indicated, COR shall determine what action is appropriate for specific circumstances and make a recommendation to KO.

7.13 Documentation. COR retains a copy of inspection schedules and surveillance documents during course of contract, and forwards for inclusion into contract file at end of surveillance period. However, when a specific service becomes unsatisfactory during a surveillance period, inspection documentation supporting contract discrepancy report is forwarded to KO.

8.0 Base Access. The Contractor Vetting Office is located in building 818 which is adjacent to the Camp Lejeune Main Gate on Holcomb Boulevard. Office hours are Monday through Friday 6 a.m. to 2 p.m. The office is closed on weekends and holidays. Contractors and other personnel requiring access credentials will be vetted/screened through building 818 only.

Contractor Vetting Office (Appointments or Questions): (910) 450-5977
Contractor Vetting Office Fax: (910) 450-0289
Taxi Vetting: (910) 449-4208

8.1 Access Requirements. Contractors will either receive a DBIDS credential or temporary pass, depending upon the length of time they require access to the installation. A DBIDS credential is issued to individuals requiring access for 61 days or more. A temporary pass is issued to individuals requiring access for 60 days or less. Contract specifications determine the length of pass. Contractors will report to the Contractor Vetting Office (CVO), building 818, adjacent to the Main Gate on Holcomb Boulevard. To confirm their access requirements, undergo a background check, and receive their credential/pass. Normal CVO hours are Monday through Friday, 6 a.m. until 2 p.m.

8.2 Contractors must provide:

a) Appropriate identification (ID) documents

b) Government Contract

c) Letter of Authorization

d) Appropriate Sponsor's Information

e) Vehicle Registration and Insurance

8.3 Appropriate Identification Documents. Contractors will provide two valid, original forms of ID for the purpose of identity proofing to receive a DBIDS credential or a Temporary Pass. One form of ID must be from the list below, the second form can be from the list below, or it can be a social security card or birth certificate.

8.4 Acceptable IDs:

a) U.S. Passport or U.S. Passport Card

b) Permanent Resident Card, Alien Registration Receipt Card, or "Green Card" (Form I-551)

c) Foreign passport with a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa

d) Foreign passport with a current arrival-departure record, U.S. Customs and Border Protection Form I-94 bearing the same name as the passport, and containing an endorsement of the alien's non-immigrant status indicating that status authorizes the alien to work for the employer.

e) Employment authorization document that contains a photograph (U.S. Citizenship and Immigration Services (USCIS) Form I-766).

f) In the case of a non-immigrant alien authorized to work for a specific employer, a foreign passport with a Form I-94 or Form I-94A, bearing the same name as the passport, and containing an endorsement of the alien's non-immigrant status, as long as the endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form.

g) Driver's license or ID card issued by a state or outlying territory of the U.S., provided it contains a photograph and biographic information such as name, date of birth, sex, height, eye color, and address.

h) ID card issued by Federal, state, or local government agencies, provided it contains a photograph and biographic information such as name, date of birth, sex, height, eye color, and address.

i) School ID card with a photograph.

j) U.S. military or draft record.

k) U.S. Coast Guard Merchant Mariner Card or TWIC.

l) Native American tribal document.

8.5 Government Contract. Contractors must provide a copy of the prime contract with the government and all subcontracts, as applicable. For example, a subcontractor must provide a copy of their prime's contract with the government and a copy of their contract with the prime, both referencing the prime's contract number.

8.6 Letter of Authorization. Contractors must provide a Letter of Authorization on company letterhead referencing the applicable contract(s) and identifying the requesting individual as an authorized employee of the awarded company along with the employee's required access days and times (i.e. M-F, 0600-1700, etc).

8.7 Approved Sponsor's Information. The DBIDS system requires a sponsor to be identified for each credential and temporary pass prior to issuance. The sponsor must be active military or government civilian with a CAC. Government contractors are not approved sponsors. The sponsor's EDIPI and must be supplied to register in the system. The sponsor should be from the Government entity awarding the contract of supervising the work.

8.8 Vehicle Registration and Insurance. Contractors driving on the installation must provide an original vehicle registration document. Copies of registration are only accepted for company owned fleet vehicles. Proof of insurance is also required. A declaration page is required for insurance originating outside the state of North Carolina. Out of state insurance must meet North Carolina minimums of $30k per person, $60k per accident, and $25k property damage.

8.9 Vehicle Inspections. All commercial vehicles must be inspected each time they enter the installation. Inspections for Camp Lejeune are conducted at the Piney Green Gate, Monday through Friday from 5 a.m. until 5 p.m. and at the Sneads Ferry Gate 24/7. MCAS New River inspections are conducted at the Curtis Gate 24/7. Drivers MUST have an approved access credential prior to being inspected and allowed access. Delivery drivers without an access credential can show a bill of lading in lieu of a government contract but must provide other required documents identified above at the CVO to receive a pass. Delivery drivers with a TWIC
only need to present the TWIC and bill of lading at the commercial vehicle inspection lane to be granted access.

8.10 Denial of Access. An individual will be denied access to the installation for any of the below listed reasons:

a) On a National Terrorist Watch List

b) Illegally present in the US

c) The subject to an outstanding warrant or criminal summons

d) Has knowingly submitted an employment questionnaire with false or fraudulent information

e) Has been issued a debarment order and is currently banned from any military installation

f) A prisoner on a work-release program or currently on felony probation/parole

g) A registered sex offender

h) Membership within the previous 10 years in any organization that advocated the overthrow of the US Government or affiliated with any gang activity
i) Is pending any felony charge

j) Has been convicted of any felony within the last 10 years

k) Has multiple (three or more) misdemeanor criminal convictions for offenses to include, but not limited to:

1) Drug offenses

2) Offenses of violence

3) Weapons offenses including those where the weapon was used as either the means of the violence or threat of violence

4) Larceny/theft

l) Any reason the Installation Commander deems reasonable for good order and discipline

8.11 Denial / Appeal. All personnel denied access will submit a letter (on their company letterhead) to the Marine Corps Installations East - Marine Corps Base Camp Lejeune Inspector General's Office with appropriate documentation requesting consideration for access. Ensure all circumstances have been explained when submitting an appeal.

- Submit appeal letter to:

Commanding General, Attn: Command Inspector General, PSC Box 20005, Camp Lejeune, NC 28542-0005

Appendix 3: Government List of C-Pool Vehicle Roster

Description	PM Program Class	TAMCN	QTY O/H
BUS - 24 PASS	4101	L07ADP	1
BUS - 28 PASS	4110	L07BDP	3
BUS - 32 PASS	G0107	G07BDP	3
BUS - 36 PASS	4108	L07CDP	1
BUS - 44 PASS	0108	G07DDP	1
BUS - 44 PASS	4110	L07DDP	17
BUS - TROOP TRANSPORT	G0202	G07HDP	1
FORKLIFT - 6K; DSL DE	G1713	G19EDM	1
LOW SPEED VEHICLE - STANDARD TYPE	G2400	G27AEP	2
SEDAN - COMPACT	G0303	G40BFP	1
SEDAN - SUB-COMPACT	4303	L40AGP	2
SUV - COMPACT 4X2;GAS HY;PASSENGER	4500	L45CAP	2
TRAILER - SEMI	G1620	G49VZC	1
TRAILER - SEMI; TANK HAULER	G1630	G49TZC	1
TRAILER - SEMI;20-24T FLAT BED	G1623	G49DZC	2
TRAILER - SEMI;51-65T LOW BED	G1629	G49NZC	1
TRAILER - SEMI;REFRIGERATOR	G1620	G49SDC	4
TRAILER - TANK;WATER 2 WHEEL	G1607	G50NZC	5
TRUCK - 2T REFRIGERATOR 4X2	G0925	G53CDC	1
TRUCK - PICKUP;1/2T CREW CAB 4X2	4701	L59LEC	1
TRUCK - PICKUP;1/2T STANDARD CAB 4X2	4508	L59GFC	12
TRUCK - PICKUP;1/2T STANDARD CAB 4X4	4604	L59HGC	2
TRUCK - PICKUP;1T CREW CAB 4X2	4817	L59ZGC	1

TRUCK - PICKUP;3/4T STANDARD CAB 4X4	4805	L59PFC	1
TRUCK - STAKE;1.5T 4X2	4904	L61DGC	10
TRUCK - STAKE;1T 4X4	G0905	G61BFC	2
TRUCK - STAKE;2T 6X4	G0923	G61JDC	1
TRUCK - STAKE;3/4T CREW CAB 4X2	G0811	G61AFC	1
TRUCK - STAKE;5T 4X2	G1228	G61NDC	1
TRUCK - TRACTOR;10T 6X4	G1306	G63LDC	1
TRUCK - TRACTOR;15T 6X4	G1304	G63RDC	2
TRUCK - TRACTOR;20-30T 8X4	G1304	G63XDC	1
TRUCK - TRACTOR;7.5T 4X2	G1302	G63EDC	2
TRUCK - VAN; 2T 4X2	G0924	G65ADC	1
VAN - UNDER 7 PASS 4X2;PASS	4502	L66AGP	1
VAN - 7 PASS 4X2	4502	L66CFP	12
VAN - 7 PASS 4X2;GAS HY;PASS	4502	L66CAP	6
VAN - 7 PASS; 4X2	G0502	G66CFP	1
VAN - 8 PASS 4X2	4501	L66EFP	21
VAN - 12-13 PASS 4X2	4824	L66JGP	16
VAN - LD 4X2 CARGO	4810	L66TFC	1
VAN - MD 4X2 CARGO	4810	L66VFC	1
		Total:	148

Note: Contractor can expect a fluctuation in number of vehicles of +/ 10% over term of contract.

Appendix 4: Government Vehicle Roster

Description	PM Program Class	TAMCN	QTY O/H
AMBULANCE - STANDARD AMBULANCE TYPE;4X4	7511 -G0100	G01ADR	7
BUS - 32 PASS	7511 -G0107	G07BDP	3
BUS - 33 PASS	7511 -G0105	G07CDP	3
BUS - 44 PASS	7511 -0108	G07DDP	1
BUS - TROOP TRANSPORT	7511 -G0202	G07HDP	2
(KALMAR)CRANE - CONTAINER;DSL DE	7511 -G3915	G13SDE	1
FORKLIFT - 2K; ELE; REACH STACKER	7511 -G1903	G19AEM	1
FORKLIFT - 3K; LPG; CLAMP	7511 -G1706	G19BPM	2

FORKLIFT - 4K; DSL	7511 -G1706	G19CDM	61
FORKLIFT - 4K; ELE DE; NARROW AISLE	7511 -G1806	G19DEM	7
FORKLIFT - 6K; LPG DE	7511 -G1713	G19DPM	55
FORKLIFT - 6K; ROUGH TERRAIN; DSL DE	7511 -G1735	G19FDM	1
FORKLIFT - 6K; ELE DE; NARROW AISLE	7511 -G1806	G19TEM	3
FORKLIFT - 10K; DSL DE	7511 -G1723	G19GDM	2
FORKLIFT - 15K; DSL DE	7511 -G1719	G19HDM	3
FORKLIFT - 25K; DSL DE	7511 -G1721	G19JDM	2
FORKLIFT - 27K; DSL DE	7511 -G1721	G19JDM	1
FORKLIFT - 33K; DSL DE	7511 -G1721	G19JDM	1
FORKLIFT - 92K; DSL DE	7511 -G1720	G19MDM	3
FORKLIFT - PALLET JACK - TIERING;ELE	7511 -G2604	G19NEM	8
FORKLIFT - PALLET JACK - NONTIERING;ELE	7511 -G2504	G19PEM	5
LOW SPEED VEHICLE - STANDARD TYPE	7511 -G2400	G27AEP	3
MOBILE COMMAND POST - STANDARD	7511 -G1512	G29ADL	1
RAIL EQUIPMENT - TRACKMOBILE;DSL DE	7511 -G3651	G35BDE	1
SEDAN - COMPACT;HYBRID	7511 -G0303	G40BAP	31
TRACTOR - WAREHOUSE 4000 LB DSL	7511 -G2002	G48EDM	10
TRAILER - SEMI;10 -14T FLAT BED	7511 -G1622	G49BZC	13
TRAILER - SEMI;20 -24T FLAT BED	7511 -G1623	G49DZC	2
TRAILER - SEMI;15 -19T LOW BED	7511 -G1624	G49JZC	1
TRAILER - SEMI;35 -50T LOW BED	7511 -G1626	G49MZC	2
TRAILER - SEMI;35 -50T LOW BED	7511 -G1619	G49MZC	3
TRAILER - SEMI;51 -65T LOW BED	7511 -G1629	G49NZC	1
TRAILER - SEMI;DUMP HYDRAULIC	7511 -NONE	G49PZC	1
TRAILER - SEMI;REFRIGERATOR	7511 -G1620	G49SDC	4
TRAILER -SEMI; TANK HAULER	7511 -G1630	G49TZC	1
TRAILER - SEMI;VAN;NO FUEL;CARGO	7511 -G1619	G49VZC	3
TRAILER - SEMI; VAN	7511 -G1619	G49VZC	5
TRAILER - TANK;WATER 2 WHEEL	7511 -G1607	G50NZC	8
TRAILER - SPECIALTY;ENCLOSED;NO FUEL	7511 -G1602	G510ZC	4

TRAILER - SPECIALTY;CARGO 2 WHEEL	7511 -G1603	G51AZC	2
TRAILER - 4 WHEEL SPECIALTY; ARC BEAM	7511 -G1602	G51BZC	1
TRAILER - SPECIALTY;CAR HAULER	7511 -G1606	G51CZC	2
TRAILER - SPECIALTY; DOG	7511 -G1614	G51DZC	1
TRAILER - SPECIALTY;TRANSPORTER	7511 -G1602	G51EZC	16
TRAILER - SPECIALTY;HAZ MAT	7511 -G1604	G51HZC	6
TRAILER - SPECIALTY;LINE MAINTENANCE	7511 -G1642	G51LZC	4
TRUCK - 2T REFRIGERATOR 4X2	7511 -G0925	G53CDC	1
TRUCK - 3T 4X4	7511 -G1128	G53EDC	2
TRUCK - LUBRICATION 4X2	7511 -G1125	G53LDC	1
TRUCK - SEWER MAINT 4X2	7511 -G1214	G53NDC	1
TRUCK - SEWER MAINT 6X4	7511 -G1214	G53NDC	2
TRUCK - SEWER MAINT 6X6	7511 -G1214	G53NDC	1
TRUCK - AERIAL BOOM;1 AND 2T 4X2	7511 -G0804	G54ADC	1
TRUCK - AERIAL BOOM;3T 4X2 OVER 30FT	7511 -G1116	G54KDC	5
TRUCK - AERIAL BOOM;5T 4X4 OVER 30FT	7511 -G1215	G54TDC	3
TRUCK - DUMP;5T 4X2	7511 -G1201	G56DDC	9
TRUCK - DUMP;10T 6X4	7511 -G1301	G56KDC	3
TRUCK - FIRE;CLASS A PUMPER	7511 -G1501	G57BDR	9
TRUCK - FIRE;WATER TOWER	7511 -G1514	G57CDR	2
TRUCK - FIRE;RESCUE	7511 -G1507	G57DDR	3
TRUCK - FIRE;BRUSH 4X4	7511 -G1505	G57EDR	3
TRUCK - FIRE;NURSE UNIT 6X4	7511 -G1516	G57GDR	1
TRUCK - FIRE;NURSE UNIT 6X6	7511 -G1511	G57GDR	1
TRUCK - FIRE;RESCUE P10 4X4	7511 -G1504	G57HDR	1
TRUCK - FIRE;LADDER	7511 -G1502	G57JDR	2
TRUCK - MAINTENANCE;1 1/2T 4X2	7511 -G0901	G58ADC	3
TRUCK- MAINTENANCE;5T 4X2 DIGGER DERRICK	7511 -G1205	G58EDC	1
TRUCK - MAINTENANCE;5T 4X4	7511 -G1217	G58FDC	3
TRUCK - REFUSE;5T DUMPSTER; PIGGYBACK	7511 -G1206	G60DDC	3
TRUCK - REFUSE;10T DUMPSTER	7511 -G1307	G60EDC	13

TRUCK - REFUSE;10T ROLLOFF	7511 -G1310	G60FDC	4
TRUCK - STAKE;3/4T 4X2 CREW CAB	7511 -G0811	G61AFC	1
TRUCK - STAKE;1T 4X4	7511 -G0905	G61BDC	9
TRUCK - STAKE;1.5T 4X2	7511 -G0904	G61DDC	1
TRUCK - STAKE;1.5T 4X4	7511 -G0905	G61EDC	1
TRUCK - STAKE;2T 6X4	7511 -G0923	G61JDC	1
TRUCK - STAKE;5T 4X2;DSL	7511 -G1228	G61NDC	5
TRUCK - STAKE;5T 6X4	7511 -G1227	G61RDC	1
TRUCK - TANK;FUEL 2000 GAL	7511 -G1402	G62HDC	3
TRUCK - TANK;FUEL 2400 GAL	7511 -G1404	G62HDC	2
TRUCK - TANK;FUEL 5000 GAL	7511 -G1415	G62JDC	7
TRUCK - TRACTOR;7.5T 4X2	7511 -G1302	G63EDC	12
TRUCK - TRACTOR;10T 6X4	7511 -G1306	G63LDC	9
TRUCK - TRACTOR;20 -30T 8X4	7511 -G1304	G63XDC	1
TRUCK - VAN;2T 4X2	7511 -G0924	G65ADC	1
TRUCK - VAN;1 AND 2T 4X2;E85 FF	7511 -G0810	G65AFC	1
TRUCK - VAN;3T 16FT 4X2	7511 -G1102	G65DGC	1
TRUCK - RECOVERY;5T 4X2	7511 -G1211	G69EDC	1
TRUCK - RECOVERY;10T 6X6	7511 -G1308	G69MDC	2
VAN - 7 PASS; 4X2;E85 FF	7511 -G0502	G66CFP	4
VAN - SHUTTLE 4X2;DSL DE;LAW ENF	7511 -G0715	G66NDL	1
VAN - HANDICAP 4X2	7511 -G0703	G66RGP	1
VAN - LD 4X2 CARGO	7511 -G0503	G66TFC	1
VAN - TV MEDIA	7511 -G0813	G66VGC	1
VAN - HANDICAP 4X2	7511 -G0810	G66VGC	1
		Total	444
P19R, Firefighting Aircraft Rescue Truck*		D00417K	4

*See Paragraph 3.2.14
Note: Contractor can expect a fluctuation in number of vehicles of +/ 10% over term of contract.

Appendix 4: Government Vehicle Roster

Description	PM Program Class	TAMCN	QTY O/H

AMBULANCE - STANDARD AMBULANCE TYPE;4X4	**7511 -G0100**	**G01ADR**	**7**
BUS - 32 PASS	**7511 -G0107**	**G07BDP**	**3**
BUS - 33 PASS	**7511 -G0105**	**G07CDP**	**3**
BUS - 44 PASS	**7511 -0108**	**G07DDP**	**1**
BUS - TROOP TRANSPORT	**7511 -G0202**	**G07HDP**	**2**
(KALMAR)CRANE - CONTAINER;DSL DE	**7511 -G3915**	**G13SDE**	**1**