0600000 – Port Operations	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
1.2	Location of Services
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel Requirements
2.2.1	Certification, Training and Licensing
2.3	Special Requirements
2.3.1	Government Computer Applications
2.3.2	Annex Consolidated Cost Report
2.4	References and Technical Documents
3	Recurring Work
3.1	Ship Movements
3.1.1	Berthing and Hotel Services
3.1.1.1	Pilotage
3.1.1.2	Vessel Support
3.1.1.3	Berth Set-up
3.1.1.4	Utility Connects and Disconnects
3.1.1.5	Crane Services Land Based
3.1.2	Support Craft Ship Movements
3.1.2.1	Support Craft Operations
3.2	Berth Days
3.2.1	Port Logistics
3.2.2	Port Operations Center (POC)
3.2.2.1	Port Control Management
3.2.2.2	Harbor Entry Control
3.2.2.3	Radio Circuit
3.2.2.4	Various Drills
3.2.2.5	Thunderstorm Warnings
3.2.2.6	Force Protection
3.2.2.7	Lessons Learned Updates
3.2.2.8	Message Traffic
3.2.2.9	Standard Operating Procedures (SOP)
3.2.3	Support Craft Operations
3.2.4	Custodial Wharf Areas
3.3	Spill Response
3.3.1	Command and Control
3.3.2	Containment
3.3.3	Recovery
3.4	Harbor Boat Security
3.4.1	Harbor Security Boat (HSB)
3.4.2	Port Security Barrier Boats (PSBB)
3.5	Equipment Maintenance

0600000 – Port Operations		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, supervision, management, tools, materials and equipment required to perform services in support of port operations at Apra Harbor, Joint Region Marianas.
1.1	Concept of Operations	Port Operations includes logistics and related services to fully support the US Naval Fleet and other approved vessels. Support services include, but are not limited to, administration, management, maintenance and repair of waterfront facilities and equipment (including Fleet Moorings), water transportation, harbor pilotage services, fleet mooring services, removal of waste from ships, ship (surface and submarine) movement planning, scheduling, coordination and logging, disaster and typhoon preparedness, and spill reporting and cleanup on the wharf or in the water. The expected number of ship movements in Apra Harbor is approximately 750 per year with significant fluctuations. This may include a Carrier Strike Group (CSG) or Amphibious Ready Group (ARG). Various vessels, surface and submarine, are either home-ported at Apra Harbor or forward deployed. Visiting U.S. Navy, U.S. Government, or Foreign vessels call on Guam or operate in the area of operations defined below. The duration of these visits range from less than a day for transiting vessels to several weeks for vessels undergoing maintenance. Other vessels, commercial and private, have historically called in emergency situations.
1.2	Location of Services	Apra Harbor is located on the west-central shoreline of the island, approximately 8.2 miles from the capital, Hagatna. The natural harbor of approximately 5.9 miles is formed by Orote Peninsula to the south and Cabras Island to the north. It consists of a 650-acre inner harbor and a larger outer harbor, which on its northern side, is protected by a 2.8-mile long breakwater named after Navy Captain Henry Glass. Guam's commercial port occupies the waters around Cabras Island.

0600000 – Port Operations		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are provided in J-0200000-01.
2.2	Personnel Requirements	The Contractor shall provide personnel with the qualifications, certifications, technical knowledge, experience and skills required for efficient operation, maintenance and repair in support of port operation services.
2.2.1	Certification, Training and Licensing	The Contractor shall provide qualified personnel requiring access to classified material and ensure possession of secret clearance in accordance with SECNAVINST 5510.36, Information Security. All Personnel working in or needing access to Port Ops Control must have a secret clearance at the start of full performance period. An interim clearance is acceptable during the Mobilization/Phase-In period. The Contractor shall provide qualified personnel assigned to Navy Port Control who will coordinate/operate the Port Operations Navy Harbor Control Tower in directing all harbor movements, inputting daily operation movements, logs/schedules into POMS, reviewing/preparing messages, and coordinating ship support services and ensure to maintain Personnel Qualification Standard (PQS) for Shore Installation Management (SIM) Port Operations NAVEDTRA 43602. The Contractor shall provide qualified craft master/boat operators and ensure to maintain civilian qualifications per USCG such as National Operator of Uninspected Passenger Vessel (OUPV) license also known as 6-pack in accordance with applicable size of vessel and the NAVEDTRA 43606 PQS SHORE INSTALLATION MANAGEMENT BASIC BOAT COXSWAINS. The Contractor shall provide at a minimum, personnel with the following qualifications and/or experience: two years of experience in small boat and large craft handling; demonstrated knowledge of ship moorings including, depth, draft, winds and currents; completely understand the relationships involved in mooring and getting ships underway. The Contractor shall provide qualified personnel assigned as first responder to On Water Oil Spill Response (OSR) and ensure to maintain PQS for On Water OSR, containment and recovery NAVEDTRA 43195-D watch station 301-312 as applicable and Navy second class swimmer in accordance with CNICINST 3500.1. The Contractor shall provide qualified personnel assigned as deckhand ensure to maintain PQS for Shore Installation Management (SIM) Basic Boat Coxswains NAVEDTRA 43606, and Navy second class swimmer in accordance with CNICINST 3500.1. The Contractor shall provide qualified personnel assigned as Sounding and Security and ensure to maintain PQS for Sounding and Security NAVEDTRA 43602 SIM Port Operations and Navy second class swimmer in accordance with CNICINST 3500.1. The Contractor shall provide qualified personnel assigned as SWOB operator and ensure to maintain civilian qualification per USCG such as Tankerman-PIC (Barge) who are knowledgeable and experienced in setting-up tank and

0600000 – Port Operations		
Spec Item	**Title**	**Description**
		pump valves for receiving oily waste and will ensure to maintain Navy second class swimmer in accordance with CNICINST 3500.1. The Contractor shall ensure all personnel will complete the Incident Command System (ICS) training via FEMA website: ICS-100, ICS-200, ICS-700 and ICS-800. The Contractor shall provide qualified/licensed Harbor Pilots who are also Tug and Craft Master qualified. The Contractor shall provide a Harbor Master who is knowledgeable and experienced in Naval shipping, ship handling, ship characteristics, and drafting and handling of Naval messages. The Harbor Master must have a thorough knowledge of the operational requirements of harbor facilities and must have a minimum of two years' experience performing the duties and responsibilities of a Harbor Master in either a commercial or Government facility. This position requires access to classified material and shall have a secret clearance in accordance with SECNAVINST 5510.36 Series, Information Security. Ensure to maintain Personnel Qualification Standard (PQS) for Shore Installation Management (SIM) Port Operations NAVEDTRA 43602. The Contractor shall provide a Dock Master who is knowledgeable and experienced in formulating precise mooring plans for submarines and surface ships. Dock Masters shall be able to supervise the positioning, mooring, unmooring and the on-site coordination of pier services including rigging, water, facilities, telephone and power to any vessel. Must have a minimum of two years' experience performing the duties and responsibilities of a Dock Master in either a commercial or Government facility. This position requires access to classified material and shall have a secret clearance in accordance with SECNAVINST 5510.36 Series, Information Security. Ensure to maintain Personnel Qualification Standard (PQS) for Shore Installation Management (SIM) Port Operations NAVEDTRA 43602. The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current.
2.3	Special Requirements	
2.3.1	Government Computer Applications	COE Message Processor (CMP) Version 4.6.0.5/Joint Message Processing System (JMPS) is computer software used for creating and integrating message preparation with Defense Messaging System (DMS) and helps users prepare, edit, validate and send formatted military messages. Official Information Exchange (OIX) and Navy Interface for Command Email (NICE) provide reliable, secure command and control-related information exchange by leveraging existing SMTP infrastructure. OIX is fully compliant with the widely deployed Automated Message Handling System (AMHS). Port Operations Management System (POMS) is a Navy management tool for scheduling harbor movements, Port Services and managing resources.
2.3.2	Annex Consolidated Cost Report	The Contractor shall prepare and submit an Annex Consolidated Cost Report per Section F.

0600000 – Port Operations		
Spec Item	**Title**	**Description**
2.4	References and Technical Documents	References and technical documents are listed in J-0200000-04.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall provide port operations services to ensure ships are properly serviced. Ensure Port Operations result in safe, timely assisted arrivals and departures of all home-ported and visiting U.S. Naval vessels, forward deployed and visiting USNS vessels, home-ported and visiting Coast Guard vessels, forward deployed and visiting Military Sealift Command (MSC) vessels, Foreign vessels and other vessels while meeting replenishment, maintenance and repair and support requirements.	The Contractor shall provide the following services: a) Berthing and ships connects/ disconnects will take place within the operations area of Naval Base Guam, wharves/piers A, B, D, E, K through V and X. Berthing includes ships at anchor at B702 through B704 and B951. b) Ships shall be properly supported while berthed. c) Maintain and repair Harbor Security Boats, NBG Dive Boats, and associated equipment listed under Port Operations Equipment Inventory listed in J-0600000-01. d) Respond to and provide clean-up of spills in the harbor. e) Coordinate movements of fuel barges (YON). The Contractor shall provide supported command evaluations for services provided. Workload Data Quantities for Port Operations is provided in Attachment J-0600000-02. Informational Notes: 1) Tug boat and dive locker services are excluded from this contract. 2) The Contractor will not be required to conduct diving operations on fleet mooring or to repair or install anchors. However, prevention and corrective maintenance above water (surface) will be required. 3) Contractor and Government separately give each ship a customer feedback form. If negative replies are received, the Government representative will query the ship to investigate and validate any customer complaint.	Ship arrivals, berth shifts and departures are properly supported within the specified time in a safe and timely manner. Ship movements are provided without accidents or malfunctions due to Contractor negligence. Customer evaluations are satisfactory or better.
3.1	Ship Movements	The Contractor shall operate and maintain support berthing	The Contractor shall provide services as necessary to accommodate ship schedules,	Ship arrivals, berthshifts and departures are

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		equipment to ensure ship movements including simultaneous moves are fully supported in a safe and timely manner.	often requiring work to be done outside normal working hours or on weekends and holidays. Specific berthing requests and unique ship requirements will be received via a Logistics Requisition (LOGREQ), email, or phone call from the ship. The Contractor shall ensure no accidents occur in the performance of ship movement services. The Contractor shall submit a Mooring Plan prior to a vessel's arrival, per Section F. The Contractor shall plan, schedule and coordinate daily vessel movements and long range vessel movements, and submit Daily and Long Range Vessel Movement Plans per Section F. The Contractor shall ensure inbound vessel movements are de-conflicted prior to arrival and all outbound vessel movements de-conflicted within 48 hours prior to scheduled departure. All work and any overtime requirements shall be approved by the KO or KO designated representative prior to start of work. The Contractor shall provide estimated labor hours, repair parts and material cost (if applicable) for all work requirements, per Section F.	properly supported within the specified time in a safe and timely manner. Ship movements are provided without accidents or malfunctions due to Contractor negligence. Tugs provided within specified desired time. Pilots provided within specified desired time Mooring plan submitted and approved prior to ship movement. Berthing equipment are operated as required and are in a fully functional and operable condition. Notification of changes to schedules are provided.
3.1.1	Berthing and Hotel Services	The Contractor shall ensure berthing and hotel services are provided as required to guarantee ships are fully supported in a safe and timely manner; proper	The Contractor shall coordinate with ships to provide Connects and Disconnects of Utilities and placement of brows and brow platforms. Berthing and hotel services provided to ships are those	Berthing and hotel services are provided within the specified time. Berthing and hotel services are provided without

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		berth and mooring assignments are based on vessel's requirements. The Contractor shall ensure timely response to vessel complaints.	services typically associated with, but not limited to, the following: shore power, CHT, potable water, steam, crane service for brows, bilge water/oily waste removal, brows and brows platform, paint floats, oil booms etc. Specific ship utility requirements per type of ships can be found in UFC-150-02. The Contractor shall ensure no accidents occur in the performance of berthing and hotel services within the specified time. The Contractor shall provide the following services: a) Provide support services to ships while moored. b) Coordinate weapons and material handling support. c) Coordinate connection and delivery of utilities and fuel to ships. d) Transfer of oily waste to BOWTS. e) Position fenders and support equipment as required. f) Coordinate and provide lighterage craft, crane and crane crew support. g) Provide Berthing and Hotel Services, which vary by type of vessel. See J-0600000-03. h) Manage berth and mooring assignments. i) Provide line handlers, Dockmasters and dispatch tugs to support vessel arrivals and departures. The Contractor shall be responsible for the coordination of tug services. j) Provide qualified personnel to respond and resolve all problems reported. k) Connect sewer, steam, potable water and power within one hour of ship's arrival.	accidents or malfunctions due to Contractor negligence.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			l) Disconnect hotel services as scheduled and if unscheduled, within two hours of the request. m) Ensure line handlers are provided no earlier than 30 minutes prior to arrivals and departures. The Contractor shall submit Line Handler Assignments, per Section F, prior to vessel arrival and departure. The Contractor shall prepare and submit a monthly Berthing and Hotel Services Report per Section F to ensure accurate documentation of services. The Contractor shall prepare and submit Monthly Operations Report, per Section F. The Contractor shall prepare and submit a Heavy Weather Mooring Plan, per Section F.	
3.1.1.1	Pilotage	The Contractor shall provide pilot services when required to ensure proper navigation assistance to all vessels within the port in a safe and timely manner.	The Contractor shall provide harbor pilot services for vessels entering/leaving port and for anchorage, service craft movement and other special moves, when required. The Contractor shall ensure harbor pilots are in position and ready 30 minutes prior to schedule of vessel movement or other identified requirements. The Contractor shall track and record data of harbor pilot services.	Harbor pilots are provided as required.
3.1.1.2	Vessel Support	The Contractor shall provide vessel support to ensure customer requirements are met.	The Contractor shall coordinate and board vessels with all boarding party representatives to ensure all LOGREQs and requests for services and equipment are properly answered and provided. The Contractor shall provide continuous liaison to all vessels to ensure all requirements are met,	Customer evaluations are satisfactory or better.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			and close out all outstanding issues prior to departure. Contractor shall establish an electronic customer satisfaction survey. Informational Note: Boarding party includes, but not limited to, Port Operations Officer (boarding officer), Fleet Logistics Center Yokosuka (FLCY), Chaplain, Naval Hospital, Naval Facilities Marianas (NAVFACMAR), Morale, Welfare and Recreation, Navy Exchange, Security, Government of Guam, Agriculture and Customs.	
3.1.1.3	Berth Set-up	The Contractor shall perform berth set-up services to ensure berthing equipment are properly staged and stowed in a timely manner.	The Contractor shall submit Berthing and Mooring Assignments per Section F, prior to vessel arrival. The Contractor shall manage berthing and mooring assignments, as approved by the KO or KO designated representative. The Contractor shall ensure berthing equipment is staged in advance to support ship arrivals. The Contractor shall ensure consideration is given to the complexity of wharf/pier set-up when determining how far in advance set-up is to be completed. Target wharf/pier set-up for completion no later than eight hours prior to ship arrival. The Contractor shall remove berthing equipment within three working days after ship movements. The Contractor shall ensure berthing equipment on wharves/piers that are not in use is stowed at a predetermined location away from the wharf/pier.	Berth set-up is properly accomplished within specified time. Equipment is properly staged for use and removed within specified timeframe.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Informational Notes: 1) The type of ship dictates proper berth set-up, including appropriate location for utility hook-ups. 2) Certain Port Operations such as maintenance, weapons, cargo evolutions or other special requests may dictate unique berth set-up requirements.	
3.1.1.4	Utility Connects and Disconnects	The Contractor shall perform hotel services to ensure ships receive proper utility connects and disconnects 24 hours per day seven days per week in a timely manner.	The Contractor shall provide requested hotel services, including but not limited to, steam, shore power, sewage, oily waste, phone, cable and internet. The Contractor shall ensure hotel services are connected within one hour of ship's arrival or other timeframe provided by the Government. The Contractor shall ensure hotel services are disconnected as scheduled, or if unscheduled, within two hours prior to ship movement or other timeframe provided by the Government. The Contractor shall provide service at ship or vessel per KO or KO designated representative. Power cables and hoses will be laid out and interconnected prior to ship or vessel arrival. All hoses and power cables will be stowed in designated locations and warehoused immediately or as practicable after disconnection. The Contractor shall follow Electrical Safe Action for Employees (ESAFE), NETOPS 29 Shore-to-Ship Power Connect and Disconnect Procedures, OPNAVINST 11310.3 Operation and Maintenance Policy for Shore-to-Ship Power, and OPNAV P-45-117-6-98 Electrical Safety Field Guide.	Utilities services are connected as specified. Unscheduled hotel services are disconnected as specified. Cables and hoses are secured and stowed. Riser's capped and secured. Utility connects and disconnects are performed as specified.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall connect and disconnect CHT hoses per NAVFAC MO-340, Ship-to-Shore Hose Handling Operations Manual. The Contractor shall connect and disconnect potable water hoses and oily waste and waste oil (OWWO) hoses per NAVFACINST 11300.37.	
3.1.1.5	Crane Services Land Based	The Contractor shall provide crane services to ensure vessel movements are properly supported in a safe and timely manner.	The Contractor shall provide crane services to ensure vessel movements and other crane requirements are supported in a safe manner as scheduled. Crane operations shall meet safety and operational standards for crane services specified in Unified Facilities Guide Specifications (UFGS), Safety and Occupational Health Requirements and NAVFAC P-307.	Crane services are provided as specified.
3.1.2	Support Craft Ship Movements	The Contractor shall provide support craft and coordinate tug services as required to ensure safe and timely ship movements.	The Contractor shall provide support craft and coordinate tug services for vessels when required. The Contractor shall ensure ship movements are properly supported and performed without accidents. The Contractor shall coordinate tug services with the Government to ensure tugs are in position and ready 30 minutes prior to vessel movement. The Contractor shall ensure support craft are on-station 30 minutes prior to vessel departures and one hour prior to arrivals. Informational Note: The Contractor is responsible for the coordination of the tugs. Tug services are provided by a different contractor.	Support craft and tugs are provided within specified desired times.
3.1.2.1	Support Craft Operations	The Contractor shall provide support craft and coordinate tug services as required	The Contractor shall provide support craft and coordinate tug services to accommodate schedule fluctuations and	Ships are provided with oil containment booms upon arrival

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		to ensure ship arrivals, berth shifts and departures are completed in a safe and timely manner.	multiple moves in a single day. The Contractor shall ensure no accidents occur in the performance of support craft operation services. The Contractor shall place oil booms around vessels with a minimum of 15 feet of clearance from the vessel's closest point to ensure maximum protection and containment of accidental spill. The Contractor shall ensure oil booms are properly placed within one hour of vessels arrival and removed within one hour prior to departure. The Contractor shall coordinate tug services to ensure tugs are in position and ready within 30 minutes prior to vessel movement or other identified requirement. Informational Notes: Support craft operations shall include docking, undocking, streaming, shifting, assisting, pulling and escorting ships; placement and removal of oil booms, fenders and opening/closing of the Port Security Barriers (PSB) for vessel arrival/departure.	Port Security Barriers are open within specified time prior to vessel arrival, berth shift and departure. No accidents occur in the performance of support craft services.
3.2	Berth Days	The Contractor shall provide support for ships while berthed to ensure port needs and command requirements are met in a safe and timely manner.	Requests for Contractor services and ship support will be received via LOGREQ, email, or phone call from the ship. The Contractor shall provide the following services as requested: a) Ship preservation equipment and support crafts as required. b) Transport various fuels (e.g., F-76) via barge to support vessel requirements. c) Coordinate transportation of various fuels (e.g., F-76 and F-44) via truck to support vessel requirements. d) Receive oily waste and bilge water by barge or coordinate	Ships have a pier side berth. Ship preservation equipment provided within specified time. Store evolutions provided within specified time. Customer evaluations are satisfactory or better. Unscheduled service requirements are

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			the removal via truck to support vessel requirements. e) De-fuel vessels as required. f) Transfer oily waste to BOWTS for processing and disposal. g) Coordinate store evolutions to support vessel requirements as specified. h) Track and record data of fuel and oily waste services provided (see Section F, Berthing and Hotel Services Report). i) Barge oily waste storage shall not exceed 10,000 gallons without KO or KO designated representative approval. The Contractor shall ensure service equipment, trucks and barges are available and ready to provide fuel and oily waste services 30 minutes prior to scheduled time for service, and services are performed without accidents. The Contractor shall inspect all waterborne equipment every two hours to ensure watertight integrity/normal buoyancy and no access to un-authorized personnel. All work and any overtime requirements shall be approved by the KO or KO designated representative prior to start of work. The Contractor shall provide estimated labor hours, repair parts and material cost (if applicable) for all work requirements, per Section F. The Contractor shall respond to unscheduled service requirements within one hour during normal working hours and two hours outside of normal working hours.	responded to within established times.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.2.1	Port Logistics	The Contractor shall coordinate loading and offloading services with the Logistic Service Representatives (LSR) or Husbanding Agents (HA) to ensure logistic requirements are met in a safe and timely manner.	The Contractor shall coordinate and arrange all activities involved in cargo handling support. This includes material-handling equipment (MHE) for the loading and unloading of materials, equipment and stores onto and from ships, as well as loading and unloading of aircraft onto and from ships. The Contractor shall ensure full coverage of loading and unloading services are scheduled as required. The Contractor shall ensure there are no delays for loading and offloading services of stores due to improper coordination of service requirements. Informational Notes: 1) Stores are ordered by the ship either by Separate Correspondence (SEPCOR), LOGREQ, phone or email and sent to FLCY Guam Detachment or HAs. 2) FLCY or HA will set up delivery of stores to the wharf/pier. 3) The ship's supply point of contact (POC) will notify FLCY or HA to advise what type of support will be needed for loading or unloading of the stores.	On time deliveries with no delay due to scheduling or dispatch of tugs and support craft. Loading/unloading services are provided as required. Services are provided without accidents or malfunctions due Contractor negligence.
3.2.2	Port Operations Center (POC)	The Contractor shall provide a full service Port Operations Center to ensure that vessel requirements are met.	The Contractor shall provide POC/Navy Port Control (NPC) services, and ensure continuous 24-hour coverage throughout the contract period. The Contractor shall ensure full and proper staffing. The Contractor shall perform Port Operations services in accordance with DoD, Coast Guard regulations and DoN instructions and directives.	Vessel movements are in accordance with the schedule. Customer evaluations are satisfactory or better. Reports are accurate and available upon request. CBSS validation is

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall plan, schedule and coordinate vessel movements (see Section F, Daily and Long Range Ship/Vessel Movement Plans). The Contractor shall coordinate Navy Port Control operations, provide related administrative support and attend all meetings and briefings as required. The Contractor shall provide Notice of Arrival (NOA) to Guam Custom and Quarantine to ensure custom clearances are met for all arriving vessels. The Contractor shall prepare and provide weekly harbor movement messages and weekly NBG/JRM operations briefs. The Contractor shall monitor naval messages via OIX/C2OIX and forward any incoming JRM/NBG message traffic pertaining to LOGREQ, SORTIE and other operational messages. The Contractor shall track and record status of all received/sent messages. The Contractor shall maintain and operate the Port Operations Management System (POMS) to properly maintain and document vessel arrival and departure schedules, support craft requirements, harbor entry control, berthing and mooring, hotel services, other waterfront movements, daily activities and other required pertinent information within POMS. The Contractor shall maintain current inventory records for all assigned service crafts and boats for the annual Craft and Boat	accurate. Notices of arrival are submitted for all vessels. Weekly harbor movement messages and weekly NBG/JRM operations briefs are submitted. Respond and forward messages as required.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Support System (CBSS) validation and update. The Contractor shall track status of Port Operations production to include, but not limited to, labor hours associated with work generation and completion, special projects and material procurement and submit per Section F. Watch stander duties include central communication for all Port Operations functions, ship moves, crane support and operation, coordinating LOGREQs, updating the berthing status board and sending out daily move schedules, maintaining status of divers, sonar and radar operations, ship permission to conduct operations, direct opening and closing of port security barrier, initial communications and dispatch for oil spill response, receiving and responding to requests for services from ships in port, and attending port scheduling meetings.	
3.2.2.1	Port Control Management	The Contractor shall provide Port Control Management.	The Contractor shall provide the following services: a) Collect and record all harbor movements and transfers of oily waste and fuel from time of arrival to time of departure of each vessel (see Section F, Berthing and Hotel Services Report). b) Prepare electronic presentations of vessel schedules. c) Operate and administer Port Control including communication in accordance with applicable COMPACFLT, JRM and Naval Base Guam instructions. d) Maintain an updated list of personnel possessing secret or interim clearances, which	Administrative and clerical support services provided. All communication responses are timely and accurate and in accordance with governing OPSEC rules, OPNAVINST 5510.36, SECNAVINST 5510.36, C7F OPORD 201, CPF OPORD 201, and all applicable messages.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			are required for all personnel working in Port Control. e) Maintain a log for all visitors and ensure that escorts are provided as required within Port Control. Informational Note: The Port Control offices are controlled access areas.	
3.2.2.2	Harbor Entry Control	The Contractor shall perform harbor entry control services to ensure port activities are properly coordinated in a safe and accurate manner.	The Contractor shall provide the following services: a) Provide timely and accurate responses to all communication requirements, including telephone, email, fax, and radio communications. b) Ensure that the Port Harbor Master provides a schedule for ship movements and other harbor movements to the KO or KO designated representative. c) Tracking berth availability in order to place the new arriving ships in a proper location. d) Ensure harbor entry control services are performed in compliance CNIC 5530.5.	Harbor entry control services are provided without accidents.
3.2.2.3	Radio Circuit	The Contractor shall operate a Harbor Common Radio Circuit which shall be available and functional at all times.	The Contractor shall operate and maintain the harbor common radio circuit and up to five additional circuits 24 hours a day, seven days a week. The Contractor shall monitor Port Operations working channels, International emergency and call-up channels, Navy Harbor Security, U.S. Coast Guard, Commercial port radio traffic and all other pertinent communications. The Contractor shall ensure proper circuit discipline, monitor and guard designated voice radio circuits and ensure no classified material is inadvertently released	Marine Band harbor radio circuits are available and functional. Respond to all radio communications.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			in accordance with SECNAVINST 5510.36.	
3.2.2.4	Various Drills	The Contractor shall participate in drills and exercises.	The Contractor shall support and participate in all drills and exercises to include but not limited to, reactor accident drill, oil spill drills and typhoon readiness drills. The Contractor shall provide drill description and results (see Section F, Post Training Event Report). The Contractor shall ensure all facets, from pre-drill planning and briefs to post-drill lessons learned, will be conducted in accordance with OPNAV 5090.1 series, local EPA and JRM/NBG instructions. Informational Note: This service includes but not limited to tug and small boat dispatch, and relay communications.	Support and participation in all drills and exercise are provided.
3.2.2.5	Thunderstorm Warnings	The Contractor shall make notifications of thunderstorm warnings in support of ammunition handling and diving operations.	The Contractor shall make notifications that promulgate Thunderstorm Warnings using Lightning Detection System (LDS) to all Government and Contractor entities performing ammunition handling, diving operations, fuel operations and other events as required. The Contractor shall ensure thunderstorm warnings are promulgated within five minutes of notification from LDS or other weather services. The Contractor shall track and record Thunderstorm Watch/Warning notification/ cancellation, and provide data upon Government request.	Timely notifications are provided.
3.2.2.6	Force Protection	The Contractor shall ensure continued operations under increased force protection postures.	The Contractor shall continue to operate Port Control and support vessel movements and urgent requirements as NBG and USINDOPACOMREP AOR transitions through increasing and	Continued operations under increased force protection are provided.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			decreasing Force Protection postures. The Contractor shall coordinate with Naval Security Force Harbor Security and U.S. Coast Guard for waterborne harbor security and daily harbor movements. The Contractor shall coordinate with Naval Security Force to ensure personnel and equipment have access to piers, wharves and harbor. The Contractor shall operate the Port Security Barrier (PSB) to the Inner Harbor as required to allow passage of ships and craft.	There are no delays of vessel movements and support due to lack of coordination with security forces.
3.2.2.7	Lessons Learned Updates	The Contractor shall report on lessons learned for major events.	The Contractor shall prepare and submit meaningful data of Lessons Learned per Section F. The Contractor shall create and/or revise Standard Operating Procedures (SOPs) as dictated by lessons learned and submit per Section F. The Contractor shall prepare and submit a Post Training Event Report per Section F.	Lessons learned reports and updates are submitted timely and accurate.
3.2.2.8	Message Traffic	The Contractor shall ensure message traffic is managed and properly documented to meet customer needs.	The Contractor shall monitor incoming JRM/NBG message traffic. The Contractor shall identify and forward pertinent messages. The Contractor shall receive, coordinate, respond to, and track LOGREQs for supported vessels. The Contractor shall ensure responses for completed LOGREQs are prepared in accordance with NWP10-1-10/ 1.03.1 and submitted for release approval to the KO or KO designated representative. The Contractor shall draft message responses using OIX,	Secret Clearances are current. All messages are accounted for. Accurate response to LOGREQ provided to Government authority for release approval within 24 hours of receipt.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			C2OIX, AMHS, NICE, CMP and DMS. The Contractor shall track and record status of received and sent message traffic. Secret Clearance required in accordance with SECNAVINST 5510.36.	
3.2.2.9	Standard Operating Procedures (SOP)	The Contractor shall ensure Standard Operating Procedures are developed and available for operations.	The Contractor shall develop and provide SOPs on all operations. Operations include but not limited to administrative procedures, berthing/mooring, hotel services, support craft operations, maintenance and emergency procedures. The Contractor shall comply with the technical and administrative regulations, equipment publications, instructions and notices. In the absence of a Standard Operating Procedure (SOP) for any given operational function, the Contractor shall generate the required SOP within 30 days of identification, citing best industry practices and/or DoD guidelines, whichever is more stringent. Electronic and/or hardcopies of all SOPs shall be readily available. The Contractor shall follow NETOPS #29 - Shore-To-Ship Power Connect and Disconnect Procedures and NAVFAC E-SAFE Standard Operating Procedures.	SOPs are accurate and readily available to the Government upon request.
3.2.3	Support Craft Operations	The Contractor shall perform support craft operations to ensure all ships in port are fully supported in a safe manner and as scheduled.	The Contractor shall provide support craft services to all vessels in port. The Contractor shall include scheduling of necessary equipment (fuel barges, oily waste barges, paint floats, fenders, oil booms, etc.) that are required for operations.	Support craft readily available and in position as required. Support craft services provided as scheduled.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall transport personnel, equipment and material as required. Support movements of waterborne equipment such as oil booms, fenders, debris, etc. The Contractor shall ensure support craft are on-station 30 minutes prior to departures and one hour prior to arrivals. The Contractor shall ensure appropriate equipment, qualified operators and support personnel are provided as scheduled or within 30 minutes during normal working hours and within two hours outside of normal working hours of request of services. The Contractor shall ensure no accidents occur in the performance of support craft operations.	
3.2.4	Custodial Wharf Areas	The Contractor shall ensure that all wharf and pier areas are free from debris, trash, retrograde, overgrown grass, weeds and unauthorized material.	The Contractor shall be responsible to provide the following services: a) Dump trash in dumpster for all Naval Base wharves and piers. b) Wharves/piers shall be cleaned to the edges of the wharf/pier and/or fence-line as required. c) Properly stow vessel support equipment when not in use. The Contractor shall report status of wharves, piers and associated support equipment such as mooring equipment, fenders, utilities, cable TV, telephone and submit per Section F. The Contractor shall ensure daily discrepancies are corrected within 24 hours.	All assigned wharf and pier areas are clean and free from debris, trash, retrograde, and unauthorized material. Reports are accurate and submitted as required. Discrepancies are corrected within established timeframe.
3.3	Spill Response	The Contractor shall provide spill response services to ensure oil spills are	The Contractor shall comply with Federal and local statutes and regulations, and with DoD policies, instructions and	Respond to waterborne spills within one hour during normal

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		properly contained, recovered and documented as required.	guidance including, but not limited to, OPNAVINST 5090.1, 29 CFR 1910.120, the installation Facilities Response Plan (FRP), SOPs, Incident Command System (ICS) standards, Navy Environmental and Natural Resources Program Manual, DoD Instruction 4715.4, Pollution Prevention, and DoD Publication 4715.5, Management of Environmental Compliance at Overseas Installation. The Contractor shall provide the following services: a) Provide qualified and certified personnel in compliance with Federal and local statutes and regulations, and with DoD policies, instructions and guidance. b) Respond within one hour of spill notification. c) Provide waterborne response planning, to include emergency response team and recall bill. d) Stop, warn, isolate and minimize actions necessary to stop, contain and clean up any oil-based spill. Ensure notification is made within 30 minutes to NBG Command Duty Officer, U.S. Coast Guard (MSO), and appropriate Environmental personnel. e) Submit spill documentation within required timeframes. f) Submit Oil Spill Report and Emergency Recall List, per Section F. g) Review, record and submit Annual Allowance Requirements Review (A2R2) for oil spill response equipment, boats and materials. Informational Note:	working hours and two hours during non-working hours after being reported. Designated first responder personnel are qualified. Receive a passing score of satisfactory or better on all training drills and exercises.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			1) Response coverage includes on-station waterborne spills, and spills by ships berthed at any of Naval Base Guam jurisdictions. 2) The Contractor is required to clean only DoD spills. However, cross cleaning may be necessary to protect Government assets.	
3.3.1	Command and Control	The Contractor shall perform command and control of oil spill response to ensure Spills are properly responded to in a safe and timely manner.	The Contractor shall provide the following services: a) Conduct command and control services per the FRP, SOPs and ICS standards. b) Provide a spill assessment to the KO or KO designated representative, within 15 minutes of on-site arrival. Informational Note: Response time is the period from when notification is received to the time the Contractor arrives on-site with appropriate equipment ready to commence containment and recovery.	Spill assessment provided within 15 minutes of arrival to the scene.
3.3.2	Containment	The Contractor shall contain oil spills to ensure risk of human exposure, damage to property and environment, is minimized.	The Contractor shall provide containment services in accordance with established FRP, ICS and SOPs.	Oil spill booms are deployed and oil spills are contained.
3.3.3	Recovery	The Contractor shall properly recover and dispose of the entire oil spill to ensure damage to property, environment, or risk of human exposure is minimized.	The Contractor shall provide the following services: a) Collect, measure, and test recovered substances prior to disposal and report the findings to the National Response Center (NRC) and Command Environmental as specified in the FRP. b) Dispose of recovered oil. c) Remove, clean, and store spill response material and equipment within two days after cleanup is complete.	Oil spill material is recovered and properly disposed.
3.4	Harbor Boat Security	The Contractor shall ensure Harbor Security Boats and Port Security Barrier	The Contractor shall support the opening and closing of the Port Security Barriers to allow passage	Harbor Security Boats and associated equipment and component are

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		Boats and all associated equipment are properly navigated, function as intended, and operational to support harbor security patrols and barriers.	of ships, crafts, boats and other port force protection equipment. The Contractor shall ensure operators are licensed and qualified in accordance with USCG Passenger Vessel Safety Program and 46 CFR 11.467. The Contractor shall submit a Daily Boat Status Report per Section F. Informational Note: Harbor Security boats are operated by military personnel.	operational and available to meet daily mission requirements. Port Security Barrier Boats and associated equipment and components are operational and available for opening/closing of Port Security Barriers and other mission requirements.
3.4.1	Harbor Security Boat (HSB)	The Contractor shall ensure Harbor Security Boats are available and functional at all times.	The Contractor shall provide the following services: a) Develop and implement a SOP to launch and recover Harbor Security Boats. b) Maintain current inventory records for all assigned service craft and boats for the annual Craft and Boat Support System (CBSS) validation and update. The Contractor shall ensure Harbor Security Boats are launched or recovered within 15 minutes of request during emergencies and normal working hours and two hours after normal working hours.	Five of Seven Harbor Security Boats will be Fully Mission Capable (FMC). Harbor Security Boats are operational and available to meet daily mission requirements. No adverse impact to force protection. Harbor Security Boat CBSS validation is accurate.
3.4.2	Port Security Barrier Boats (PSBB)	The Contractor shall operate the Port Security Boats to support opening and closing of the Port Security Barriers and other mission requirements.	The Contractor shall ensure the required Port Security Barrier Boats (PSBB) are readily available and functional to support the opening and closing of the Port Security Barriers 24/7 to allow passage of ships, crafts, boats and other port force protection equipment. The Contractor shall ensure that the operators shall be licensed and qualified as mandated by higher authority. The Contractor shall ensure only qualified personnel operate the PSBBs.	Port Security Barrier Boats and associated equipment and components are operational and available for opening/closing of Port Security Barriers and other mission requirements. No adverse impact to force protection.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.5	Equipment Maintenance	The Contractor shall perform Planned Maintenance (PM), Corrective Maintenance (CM)/Repair, and Overhauls for all Harbor Security Boats, NBG Dive Boats, and Associated Equipment.	The Contractor shall develop and submit the following plans on all equipment listed in J-0600000-01, per Section F. a) Annual Planned Maintenance Plan b) Weekly Planned Maintenance Plan c) Depot Level Overhaul/ Regular Overhaul (ROH) Plan d) Monthly Planned Maintenance Status Report e) Equipment Status Report f) Equipment Repair Log and Out of Commission (OOC) Report, similar to a Current Ship's Maintenance Plan (CSMP). The Contractor shall perform all Planned Maintenance and Overhauls per approved plans. All corrective maintenance or repair work and any overtime requirements shall be approved by the KO or KO designated representative prior to start of work. When a corrective maintenance or a need for repair is identified, the Contractor shall submit, within 2 hours, a cost estimate and completion schedule, per Section F. Contractor shall commence work when Government approval has been received. Excessive or repeated breakdowns or deficiencies may indicate the need to adjust the Contractor's PM program. The Contractor shall comply with OPNAVINST 5100.23, OPNAVINST 4790.4, NAVSEAINST 4790.8, CNICINST 4790.1, CNICINST 5530.5, NSTM 34, 583, manufacturer's recommendations and generally accepted industry	Five of Seven Harbor Security Boats will be Fully Mission Capable (FMC). All plans, logs and reports are submitted as required. Preventive Maintenance (PM) is completed per approved plan. Overhauls are completed per approved plan. All approved corrective maintenance/repairs are completed as scheduled.

0600000 – Port Operations				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			practices. Planned maintenance program shall incorporate Maintenance Requirement Cards (MRCs) established by the applicable In-Service Engineering Agent (ISEA). Where MRCs are not available, they shall be developed per NAVSEAINST 4790.8. The Contractor shall ensure all equipment is satisfactorily tested prior to return to service. The Contractor shall ensure the maintenance schedule does not interfere with Port Operations services. The Contractor shall maintain general cleanliness and housekeeping standards on all equipment and kept free from unauthorized HAZMAT. The Contractor shall maintain all mooring lines and rigging in a clean and orderly fashion. Mooring lines and rigging shall be maintained in proper working order so that they can handle the safe working limits for which they were designed. The Contractor shall provide running Equipment History Log, per Section F. The Contractor shall comply with the Lock Out/Tag Out (LOTO) program. The Contractor shall provide Repair Parts/Material Inventory Report per Section F.	