0100000 – General Information	
Spec Item	**Title**
1	General Information
1.1	Outline of Services
1.2	Project Location
1.3	Acquisition of Additional Work
1.4	Background Information
1.5	Verification of Workload and Conditions
1.6	Climate Patterns
1.7	Related Information
1.8	Navy Approach to Service Contracting
1.8.1	Partnering Philosophy
1.8.2	Contractor's Knowledge
1.8.3	Industry Best Practices
1.9	Standard Template
1.10	Navy PBSA Approach
1.11	Technical Proposal Certification

0100000 – General Information		
Spec Item	**Title**	**Description**
1	General Information	
1.1	Outline of Services	Except where otherwise stated, the Contractor shall furnish all labor, supervision, management, tools, materials, equipment, facilities, transportation, incidental engineering, and other items necessary to provide the services outlined below and described in this Performance Work Statement (PWS) at Joint Region Marianas on the island of Guam under a Cost Plus Award Fee (CPAF) performance-based contract that is comprised of Recurring Work Items. The PWS is organized into annexes. Annex 0100000 is "General Information". Annex 0200000 contains the on-site project management and administration requirements. Annexes 0300000 through 1800000 contain the technical requirements. The annex numbers identified as 1 through 18 in the description columns are the full expanded annex numbers which include seven digits (e.g., Annex 1 expanded number is 0100000 as shown in the header row at the top of this page). Annex 0100000 – General Information Annex 0200000 – Management and Administration Annex 0300000 – Command and Staff – N/A Annex 0400000 – Public Safety – N/A Annex 0500000 – Air Operations – N/A Annex 0600000 – Port Operations Annex 0700000 – Ordnance – N/A Annex 0800000 – Range Operations – N/A Annex 0900000 – Health Care Support – N/A Annex 1000000 – Supply – N/A Annex 1100000 – Personnel Support – N/A Annex 1200000 – Morale, Welfare and Recreation Support – N/A Annex 1300000 – Galley – N/A Annex 1400000 – Housing – N/A Annex 1500000 – Facilities Support 1501000 – Facility Management 1502000 – Facility Investment Annex 1600000 – Utilities 1601000 – Utility Management 1602000 – Electrical 1604000 – Wastewater 1605000 – Steam 1606000 – Water Annex 1700000 – Base Support Vehicles and Equipment Annex 1800000 – Environmental – N/A
1.2	Project Location	The work shall be performed at various locations on Guam, such as: 1) Joint Region Marianas (JRM) 2) Naval Base Guam (NBG) 3) Naval Support Activities Andersen (NSAA)/Andersen Air Force Base (AAFB) 4) Island-Wide Utility Systems 5) Naval Hospital (NAVHOSP) 6) Naval Base Guam Munitions Site (NBG Munitions Site) 7) Naval Base Guam Telecommunications Site (NBGTS) 8) Satellite Housing Areas 9) Radio Barrigada

0100000 – General Information		
Spec Item	**Title**	**Description**
1.3	Acquisition of Additional Work	The Government reserves the right to acquire additional services at additional locations, within the areas and annexes included in Spec Item 1.1 outline of services, in addition to the services and locations identified in the recurring work requirements of this contract. Additional services may be incorporated into the contract in accordance with the CHANGES clause, SECTION I of the contract. Items of work not covered by this contract but within the general intent are considered in the scope of this contract.
1.4	Background Information	Guam is presently an Unincorporated Territory of the United States. Since July 1950, Guam was granted the right of civilian rule through the Organic Act of Guam. Within a period of 50 years, Guam has much to be proud of in terms of their political, economic, and social development. Guam, in comparison to most Pacific Islands, is one of the most progressive and advanced communities in this part of the world. There are three branches of government: the executive, legislative, and judicial. In 1970, Guam voters elected their first Governor. The legislative branch is unicameral with 15 elected senators. There is also one nonvoting representative in the U. S. House of Representatives. Joint Region Marianas is a major shore activity in a fully operational status headed by a Rear Admiral. The Naval Facilities Engineering Command Marianas (NAVFACMAR) provides public works services to customers on Guam. Guam, the largest and southernmost island of the Marianas archipelago, is the westernmost possession of the United States. The island is approximately 6,000 miles west of San Francisco, 3,700 miles west-southwest of Honolulu, 1,500 miles southeast of Tokyo, 2,100 miles southwest of Hong Kong, 1,500 miles east of Manila; and 3,100 miles northwest of Sydney at 13 degrees' north latitude and 144 degrees' west longitude. The Marianas Trench, the deepest known ocean depth, is located southeast of Guam. The island of Guam is approximately 30 miles in length with a variable width, ranging from 12 miles to 4 miles at its narrowest point. Approximately 212 square miles, excluding reef formations, the island has two basic geological compositions. The central and northern features are primarily raised limestone with several volcanic formations at Mount Santa Rosa and Mount Mataguak. The northern cliff lines drop precipitously into the sea with an elevation ranging from 300 to 600 feet. The southern features are basically volcanic with an elongated mountain ridge dividing the inland valleys and coastline. The highest point is Mount LamLam with an elevation of 1,334 feet.
1.5	Verification of Workload and Conditions	Throughout the PWS, the workload data is generally referred to as being located in Sections C and J. Section C provides data such as descriptions, specifications, and the statement of work. Section J provides data such as system descriptions, inventories, maps, floor plans, and tables to represent the type, quantity, and location of services to be provided. As prescribed in FAR 52.237-1, offerors or quoters are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.
1.6	Climate Patterns	Guam's climate is pleasantly warm year-round. The mean annual temperature is 81 degrees; the range is from the low 70s to the mid-80s. The coolest and least humid months are in December through February. The annual rainfall

0100000 – General Information		
Spec Item	**Title**	**Description**
		totals 80 to 110 inches. There are two seasons, the dry and the rainy. The dry season, "fanumnangan," begins in December through June. The rainy season, "fanuchanan," falls within the remaining months. Typhoons, the most intense tropical cyclones observed anywhere, form over the open ocean areas of the Western Pacific. Generally, most of these tropical cyclones are in their formative stages while near Guam. Located in the middle of "Typhoon Alley," Guam usually averages four to five storm threats each year. On average, Guam is affected by a tropical cyclone with 40-mile-per-hour winds or higher every season. About every 5 to 10 years, Guam gets hit directly by a super-typhoon. However, the ever-changing patterns can bring a strong typhoon any year. Daily weather forecasts are available at the National Oceanic Atmospheric Administration (NOAA), National Weather Service Forecast Office at http://www.prh.noaa.gov/guam/. Earthquakes also occur frequently near Guam and can cause damage to property. Guam is located in Seismic Zone 4.
1.7	Related Information	There are four types of Related Information that can be found in the Description and Related Information columns of the specification as follows: Informational Notes as used throughout this PWS provides additional information to offerors to be used in developing a thorough understanding of the work to be performed in this contract. Any block of text marked “Informational Notes” throughout Annexes 1 through 18 is subject to this disclaimer. Offerors may not rely upon the "Informational Notes" as material representations of the Government. Information provided in "Informational Notes" does not create a contractual requirement on either party to this contract. Clarifying Information describes client expectations in a more detailed manner than the Performance Objective and Performance standard alone. Constraining Information describes limitations to the work performed to meet the Performance Objective and Performance Standard. Requirement Information further describes client requirements associated with each Performance Objective.
1.8	Navy Approach to Service Contracting	The Department of Navy (DoN) spends over $1 billion in annual obligations to meet global requirements for facility operations and maintenance provided through Facility Support Contracts (FSC) and additional billions to provide other base operations support services (OBOS). The Head of the Contracting Activity (HCA) of the Naval Facilities Engineering Command (NAVFAC) has focused increased attention on re-engineering FSC contracts in response to customer and industry feedback, budget constraints, and the impact of a variety of contracting, program management and financial management regulations. The Navy also supports the following principles:
1.8.1	Partnering Philosophy	The first principle is that the Navy views its contractors as partners and not just abstract service providers. The Navy wants its contractors to succeed because partners' success drives the Navy's successful mission completion. Within the bounds of acquisition policy the Navy intends to work to find solutions that will be beneficial to both the Government and its partners.

0100000 – General Information		
Spec Item	**Title**	**Description**
1.8.2	Contractor's Knowledge	The second principle is that the Navy will receive insightful management from its contractors. This management will include the knowledge, skills, authority and willingness to use contractor resources to find better ways of serving Navy clients' strategic and operational goals and objectives. The Navy's use of performance-based objectives evidences this principle. Although performance work statements will typically contain several levels of performance assessment, the Navy wants its contractors to exercise maximum discretion within bounds of prudent risk management to adjust processes and resources needed to reach specified objectives at the highest performance level.
1.8.3	Industry Best Practices	The third principle is that the Navy will adopt industry best commercial practices and maintain state-of-the-art service delivery. To that end, the Navy's emphasis will be in evaluating performance objectives (end results).
1.9	Standard Template	Key to implementing a programmatic approach is using a standard template that ensures Navy-wide consistency yet affords appropriate tailoring to meet local needs. This contract conforms to the standard template and has been tailored for this solicitation. NAVFAC intends to use this template-based approach for future service contracts. Offerors should develop an understanding of the template as part of performing due diligence in reaching an understanding of the Navy's requirements and expectations. The standard template contains 18 standard annexes. Annex 1 will always contain information that is relevant to the entire scope of the contract. Annex 2 contains on-site project management and administration requirements that are relevant to the entire scope of the contract. Annexes 3 through 18 contain the technical information and requirements peculiar to that technical annex. Within each technical annex, the organization of information and requirements are also standardized. Specification Item 1 will always contain General Information. Specification Item 2 will always contain the management and administrative requirements. Specification Item 3 will always contain the Recurring Work requirements. Requirements and standards for higher level specification items apply to all subordinate specification items, e.g., Specification Item 3 standards apply to all recurring work specification items. Specification Item 3.1 is applicable to all 3.1 subordinate specification items. Specification Items 3.2 and 3.3 are not considered subordinate to 3.1.
1.10	Navy PBSA Approach	The Navy's approach to performance-based service acquisition (PBSA) includes four component parts which are 1) performance outcomes, 2) measurable standards, 3) consideration of incentives, and 4) performance assessment plan.
1.11	Technical Proposal Certification	The Contractor warrants that its proposal incorporated herein by reference will meet or exceed the performance objectives set forth in this contract.

0200000 – Management and Administration	
Spec Item	**Title**
2	Management and Administration
2.1	Definitions and Acronyms
2.2	General Information
2.2.1	Navy Facilities Asset Data
2.2.2	Government Regular Working Hours
2.2.2.1	Observed Federal Holidays
2.2.2.2	Restriction to Contractor Working Hours
2.2.3	Wage Determinations
2.2.4	Requirements Hierarchy
2.3	General Administrative Requirements
2.3.1	Required Conferences and Meetings
2.3.2	Training for Maintenance and Operation of New and Replacement Systems and Equipment
2.3.3	Partnering
2.3.3.1	Formal Partnering
2.3.3.2	Contract Partnering Administration
2.3.3.3	Contract Partnering Session Attendees
2.3.4	Permits and Licenses
2.3.5	Insurance
2.3.5.1	Certificate of Insurance
2.3.5.2	Minimum Insurance Amounts
2.3.6	Protection of Government Property
2.3.7	Government Information Technology (IT) System
2.3.8	Directives, Instructions, and References
2.3.8.1	Non-Disclosure
2.3.9	Invoicing Procedures
2.3.10	Forms
2.4	Government-Furnished Property, Materials, and Services
2.4.1	Government-Furnished Facilities (GFF)
2.4.2	Government-Furnished Utilities
2.4.3	Government-Furnished Materials (GFM)
2.4.4	Government-Furnished Fuel
2.4.5	Government-Furnished Equipment (GFE)
2.4.6	Government-Furnished Telecommunications/Cable Services
2.5	Contractor-Furnished Items
2.6	Management
2.6.1	Safeguarding Information
2.6.2	Work Reception
2.6.3	Work Control
2.6.4	Work Schedule
2.6.5	Deliverables
2.6.6	Service Interruptions
2.6.7	Computerized Maintenance Management Systems (CMMS)
2.6.7.1	Contractor’s CMMS
2.6.7.2	Government’s CMMS MAXIMO
2.6.7.2.1	MAXIMO Access
2.6.7.2.1	MAXIMO Training
2.6.8	Facility Related Control Systems (FRCS)
2.6.9	Quality Management System (QMS)
2.6.9.1	Quality Management (QM) Plan
2.6.9.2	Quality Inspection and Surveillance
2.6.9.3	Quality Inspection and Surveillance Report

0200000 – Management and Administration	
Spec Item	**Title**
2.6.10	Property Management Plan
2.6.11	System and Equipment Replacement
2.6.12	Defense Property Administration System (DPAS) Management
2.6.13	Mobilization/Phase-In and Demobilization/Phase-Out
2.7	Personnel Requirements
2.7.1	Key Personnel
2.7.1.1	Project Manager (PM)
2.7.1.2	Quality Manager
2.7.1.3	Site Safety and Health Officer (SSHO)
2.7.1.4	Environmental/Energy Manager
2.7.2	Quality Control Personnel
2.7.3	Employee Requirements
2.7.3.1	Employee Certification and Training
2.7.3.2	Employee Appearance
2.7.3.3	Employee Conduct
2.7.3.4	Identification as Contractor Employee
2.7.3.5	Removal of Employees
2.7.3.6	Proof of Citizenship
2.7.4	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)
2.8	Security Requirements
2.8.1	Employee Listing
2.8.2	Vehicles
2.8.3	Passes and Badges
2.8.4	Access to Installation
2.8.4.1	DBIDS Program
2.8.4.2	DBIDS Credentials
2.8.5	Access to Buildings
2.8.6	Access Arrangements
2.8.6.1	Escort Arrangement for Secured Areas
2.8.7	Security Clearances
2.8.8	Access to Sensitive Unclassified Information
2.8.9	Access to OCONUS Navy Enterprise Network (ONE-NET) and Air Force Network (AFNET)
2.8.10	Employee Status
2.9	Contractor Safety Program
2.9.1	Subcontractor Safety Requirements
2.9.1.1	Experience Modification Rate (EMR)
2.9.1.2	OSHA Days Away From Work, Restricted Duty, or Job Transfer (DART) Rate
2.9.2	Accident Prevention Plan (APP)
2.9.3	Activity Hazard Analysis (AHA)
2.9.4	Safety and Occupational Health (SOH) Risks and Compliance Plans
2.9.4.1	Alcohol and Drug Abuse Prevention Plan
2.9.4.2	Chemical Hazard Communication Program
2.9.4.3	Confined Space Program
2.9.4.4	Complex Lift Plan
2.9.4.5	Fall Prevention and Protection Plan
2.9.5	Crane Operations
2.9.5.1	Crane Inspections
2.9.5.2	Rigging Gear
2.9.5.3	Crane Operators
2.9.6	Accident and Damage Reporting
2.9.6.1	Accident Reporting and Notification Criteria

0200000 – Management and Administration	
Spec Item	**Title**
2.9.7	Fire Protection
2.9.8	Monthly On-Site Labor Report
2.9.9	OSHA Citations and Violations
2.9.10	Safety Inspections and Monitoring
2.9.11	Safety Certifications
2.9.12	Safety Apparel on Jobsites
2.9.13	Emergency Medical Treatment
2.9.14	Excavations
2.9.15	Munitions and Explosives of Concern (MEC)/Unexploded Ordinance (UXO)
2.10	Environmental Management and Sustainability
2.10.1	Energy Management Program
2.10.1.1	Water Conservation Plan
2.10.1.2	Energy Efficient Products
2.10.2	Environmental Protection
2.10.2.1	Sampling, Testing and Laboratory Services
2.10.2.2	ODS Requirements for Refrigerant Recycling
2.10.2.3	Solid Waste Management and Recycling
2.10.2.4	Non-Regulated Waste Disposal
2.10.2.5	Regulated Waste Disposal
2.10.2.6	Universal Waste
2.10.2.7	Spill Prevention, Containment, and Clean-up
2.10.2.8	Hazardous Material Management
2.10.2.9	Protection of Endangered and Threatened Species (Flora and Fauna)
2.10.2.10	Noise Control
2.10.2.11	Salvage
2.10.2.12	Asbestos Containing Material (ACM)
2.10.2.13	Clean Air Act (CAA)
2.10.3	Sustainable Procurement and Practices
2.10.3.1	Environmentally Preferable Products
2.10.3.2	Use of Recovered Materials
2.10.3.3	Use of Biobased Products
2.11	Disaster Preparedness, Response, and Recovery
2.12	Technical Library
2.13	Warranty Management
2.14	Recurring Work Procedures
2.14.1	Notification to the Government for Work Above the Recurring Work Requirements
2.14.2	Recurring Work Exhibit Line Item Numbers (ELINs)

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	General Information	
2.2.1	Navy Facilities Asset Data	Navy Facilities Asset Data (from iNFADS) is provided in J-0200000-02.
2.2.2	Government Regular Working Hours	The Government's regular working hours are from 0730-1630 local Guam time, five days per week, Monday through Friday, except observed Federal holidays. Regular working hours for Ordnance and at Naval Support Activity Andersen (NSAA) are from 0700-1600. Additional exceptions to the regular hours of operation are detailed in subsequent sections of this PWS. Work in certain annexes or sub-annexes require Contractor continuous operations, 24 hours a day, every day of the year including holidays. The performance of other work requirements shall be accomplished within the Government's regular working hours unless the specific work requirement specified herein necessitates otherwise. Any other work outside Government regular working hours requires prior approval from the KO or KO-designated Government representative.
2.2.2.1	Observed Federal Holidays	The Government observes the following holidays: New Year's Day, Martin Luther King Jr.'s Birthday, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day.
2.2.2.2	Restriction to Contractor Working Hours	If the Contractor wishes to work outside of the Government's regular working hours for the Contractor's convenience, the Contractor shall submit a written Request to Work Outside Government's Regular Working Hours per Section F. Excludes work to be performed during specified hours.
2.2.3	Wage Determinations	Wage Determinations are included in Attachments JH-2 and JH-3.
2.2.4	Requirements Hierarchy	Requirements or definitions specified in each spec item of this contract apply to subordinate paragraphs. For example, requirements shown in spec item 3.1 would apply to spec items 3.1.1, 3.1.2, 3.1.2.1 and so on. Likewise, Performance Standards specified at a lower digit level (i.e. spec item 3.1.1, 3.1.2, 3.1.2.1) apply when performance is assessed at a higher tier (i.e., spec item 3.1) based on the composite work requirements.
2.3	General Administrative Requirements	
2.3.1	Required Conferences and Meetings	The Contractor shall attend meetings, e.g., administrative, coordination, inspections, evaluations, audits, and others, as requested by the KO. The Contractor shall provide sign-in sheets and prepare minutes of all meetings and submit a copy to the KO, COR and all attendees, per Section F, within two working days, for review and comments. Comments received within two working days shall be incorporated into the minutes and a copy of the final revision shall be submitted to the KO, COR and all attendees, per Section F, within two working days, for concurrence.
2.3.2	Training for Maintenance and Operation of New and Replacement	When construction, renovation, or repair work is performed by means other than this contract, the Contractor shall attend training, as applicable, for maintenance and operation of new and replacement systems and equipment. The Contractor shall attend other training as directed by the KO.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
	Systems and Equipment	
2.3.3	Partnering	To increase the likelihood of successful performance of this contract, the Government requires cohesive partnerships with its Contractors and subcontractors. Key stakeholders, including the supported commands who will receive services, principal individuals from NAVFAC, the performance assessment team, and representative(s) of the installation(s) will be invited to participate in the partnering process. Key members of the prime and sub-contractor teams, including senior management personnel must participate. The partnership will draw on the strength of each organization in an effort to achieve quality contract services done right the first time, within the contract price, as scheduled, and without any safety mishaps. Partnering should accomplish three goals: • The first goal is to develop a cohesive team with common purpose, commitment and established communication processes. • The second goal of partnering is contract specific, identifying risks and opportunities for the team to address. • The third goal is to sustain the Partnership throughout the contract by identifying and addressing issues that affect the Partnership.
2.3.3.1	Formal Partnering	The initial session should be scheduled during the mobilization period and prior to full performance of the contract. The initial Partnering Meeting will be at least one day in duration and held at a neutral location off the installation that is acceptable to the Contractor and to the Government. Follow-on sessions should be scheduled every year and should typically last one day. The frequency, duration, and locations of follow-on sessions should be agreed to by both parties during the initial Partnering Meeting. The Contractor shall pay all costs associated with the partnering effort including facilitator, meeting room, and other incidental items. Before the partnering session, the Contractor shall coordinate with the facilitator the requirements for incidental items (audio-visual equipment, computer(s), two easels, flipchart paper, colored markers, note paper, pens/pencils, colored flash cards, etc.) and have these items available at the partnering session. The Contractor will provide copies of any documents used for the Partnering Meeting for distribution to all attendees. The facilitator must be acceptable to both the Contractor and the Government. The participants shall pay their own costs for meals, lodging, and transportation associated with partnering.
2.3.3.2	Contract Partnering Administration	Upon award, the ACO will contact the Contractor, supported command(s), Region, and Installation(s) stakeholders, and the performance assessment team to discuss implementation of partnering. Commence discussions with the Contractor to select a facilitator and location that are acceptable to both partners. A partnership agreement, The Charter, should be in place as early as possible so issues arising, even before work begins, can be resolved using the issues resolution process. Replacement of Core Management Team members (stakeholders who attended the initial session and manage the contract work day-to-day) is discouraged since it will disrupt the synergy that has been developed. If replacement of a team member proves to be unavoidable, a follow-on partnering session must be held to officially turn the responsibilities of the position over to the new member. The Core Management Team consisting of the attendees below must be present during the initial and all follow-on partnering sessions. These are the

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		core mandatory attendees. Other stakeholders may attend if they desire or as recommended by the partners.
2.3.3.3	Contract Partnering Session Attendees	The Contractor shall bring the necessary personnel to successfully partner on this contract. Asterisk indicates mandatory personnel. * President/Vice President * Project Manager * Quality Manager * Site Safety and Health Officer Sub-contractor Reps The Contractor's proposal development team shall participate in the initial partnering session.
2.3.4	Permits and Licenses	The Contractor shall obtain all required permits, licenses, and authorizations to perform work under this contract and comply with all the applicable Federal, U.S. territory, and local laws and regulations. The Contractor shall submit copies of Permits and Licenses per Section F. The Contractor shall comply with all Government-held permits listed in J-0200000-04.
2.3.5	Insurance	The Contractor shall submit a Certificate of Insurance per Section F as evidence of the existence of the following insurance coverage in amounts not less than the amounts specified below in accordance with the FAR Clause 52.228-5, INSURANCE – WORK ON A GOVERNMENT INSTALLATION. This insurance must be maintained during the performance period.
2.3.5.1	Certificate of Insurance	The Certificate of Insurance shall provide for at least 30 calendar days' written notice to the KO by the insurance company prior to cancellation or material change in policy coverage. Other requirements and information are contained in the aforementioned insurance clause.
2.3.5.2	Minimum Insurance Amounts	The Contractor shall procure and maintain, during the entire period of performance under this contract, the following minimum insurance coverage: Comprehensive General Liability: $500,000 per occurrence Automobile Liability: $200,000 per person, $500,000 per occurrence, $20,000 per occurrence for property damage Workmen's Compensation: As required by Federal and U.S. territory worker's compensation and occupational disease statutes Employer's Liability coverage: $100,000, except in areas where worker's compensation may not be written by private carriers Marine Insurance: • Protection and Indemnity: $2,500,000 per incident • Hull and Machinery Insurance: $2,500,000 per incident • Pollution Exposure: $2,500,000 per incident Other as required by U.S. territory law
2.3.6	Protection of Government Property	During execution of the work, the Contractor shall protect Government property. The Contractor shall return areas damaged as a result of negligence under this contract to their original condition at no cost to the Government.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.3.7	Government Information Technology (IT) System	The Government's Information Technology (IT) Systems are the OCONUS Navy Enterprise Network (ONE-NET) and the Air Force Network (AFNET).
2.3.8	Directives, Instructions, and References	Department of Defense (DoD), Secretary of the Navy (SECNAV), Chief of Naval Operations (OPNAV), and other applicable Directives, Instructions, and References are listed in J-0200000-04. The Contractor shall comply with the most current version of directives, instructions, and references to include versions published during the term of the contract.
2.3.8.1	Non-Disclosure	DoD policy limits the disclosure of information. Information may be made available to the successful offeror with appropriate credentials and a need to know basis post award. The Contractor shall not disclose, or cause to be disseminated, any information concerning the installation, such as: asset information, IT infrastructures, networks, systems, applications, files, data, etc. unless explicit written approval is provided by the KO.
2.3.9	Invoicing Procedures	Refer to Section G for invoicing instructions. The Contractor shall provide financial reports per Section F. The Government will provide examples of financial reports, required data elements, and formatting requirements for invoicing and financial reporting post award. The Installation Management Accounting Project (IMAP) Model is provided in J-0200000-05.
2.3.10	Forms	Forms referenced in this Annex, e.g., accident reporting, and damage reporting are included among the Forms in J-0200000-06.
2.4	Government-Furnished Property, Materials and Services	In accordance with Section H - Special Contract Requirements, "Government-Furnished Property" and the following paragraphs, the Government will furnish or make available to the Contractor certain Government-owned facilities, utilities, materials, equipment and services for use in connection with this contract as stated below. Use for any other purposes other than in direct support of this contract is prohibited. Lists of Government Furnished Property, Materials, and Services are provided in J-0200000-07. The Contractor shall conduct a baseline survey of the above inventories to include condition, use and location. Throughout the contract performance period, the Contractor will be responsible for recording, documenting, researching, and updating the property lists with any additions, change-outs or deletions to facilities, equipment, or materials per Section F.
2.4.1	Government-Furnished Facilities (GFF)	The Government will furnish or make available to the Contractor the facilities described in J-0200000-07, and as identified throughout the contract document. The Contractor shall maintain all shops, material storage, buildings, structures, and all areas furnished for the performance of this contract in a clean, neat, orderly and sanitary condition. If the Contractor wants to make any modifications or alterations to Government furnished facilities, the Contractor shall obtain written approval from the KO before beginning work. All modifications or alterations approved by the Government will be made at the expense of the Contractor. At the completion or termination of the contract, all facilities shall be returned to the Government in the same condition as received, except for reasonable wear and tear and for approved modifications or alterations performed.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.4.2	Government-Furnished Utilities	The Government will furnish electricity, water, wastewater (sewage), and steam at existing outlets required for the work to be performed under the contract at no cost to the Contractor. Provide and maintain backflow prevention devices on connections to domestic water lines and electrical transformer provisions on connections to electric lines. The Contractor shall meet all Federal, U.S. territory, local, and installation codes and regulations for backflow prevention devices and electrical transformer provisions. Additional services required by the Contractor, for which there are no available Government outlets, may be provided through connections made by the Contractor as approved by the KO.
2.4.3	Government-Furnished Materials (GFM)	Within the base period of the contract, existing GFM will be made available on a one-time basis to the Contractor for direct support of this contract. GFM is listed in J-0200000-07.
2.4.4	Government-Furnished Fuel	Fuel will be made available at no cost to the Contractor. Government fuel from the Government fueling station shall only be dispensed into Government vehicles and designated Contractor vehicles and equipment. This designation will be in writing by the KO. The Government will provide fuel required by the Contractor for operating equipment such as boilers, generators, and the power plant.
2.4.5	Government-Furnished Equipment (GFE)	Government-furnished equipment includes Government equipment taken into the custody by the Contractor for repair when the unit acquisition cost of the equipment exceeds the simplified acquisition threshold as defined in FAR 2.101. Individual components of Government equipment within larger systems contracted for repair or maintenance on a Government installation are considered units for purpose of this section only. A limited inventory of GFE will be made available for use by the Contractor. GFE is listed in J-0200000-07.
2.4.6	Government-Furnished Telecommunica-tions/Cable Services	The Government will furnish telecommunication and cable services (local, long distance via DSN and data transmission) at Government-furnished facilities.
2.5	Contractor-Furnished Items	Except for items identified as Government Furnished, the Contractor shall provide all equipment, materials, parts, supplies, components, and facilities to perform the requirements of this contract. The KO may inspect Contractor-furnished items for adequacy and compliance with contract requirements. Inadequate or unsafe items, as determined by the KO, shall be removed and replaced by the Contractor. Materials containing asbestos, lead, and polychlorinated biphenyls (PCBs) shall not be brought onsite. Energy efficient tools and equipment shall be used when available. The KO may at any time require Samples, Safety Data Sheets (SDS) or Manufacturer's Data Cut Sheets of Materials used in this contract.
2.6	Management	The Contractor shall manage the total work effort associated with the services required herein to meet the performance objectives and standards. Such management includes but is not limited to planning, scheduling, coordination and interface with the Government and other contractors, cost accounting, report preparation, establishing and maintaining records, and quality assurance. The Contractor shall provide a staff with the necessary management expertise to ensure performance objectives and standards are met.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.6.1	Safeguarding Information	The Contractor shall safeguard controlled unclassified information and information associated with Government property in accordance with the latest revision of CNSSI 1253, DoDI 8582.01, NIST SP 800-53, NIST SP 800-171, and applicable contract clauses. At a minimum, this information shall be protected at the moderate confidentiality level as defined in NIST SP 800-171. Contractor information and data systems shall not contain any information associated with Government property beyond that provided as Navy facilities asset information. The Contractor shall develop Plans of Action and Milestones (POA&Ms) per NIST SP 800-171, track accomplishment, and submit to the Government per Section F. If a cybersecurity incident related to any (Contractor or Government) Information Technology (IT) or Operating Technology (OT) systems, including Building Control Systems, is encountered or suspected, the Contractor shall notify the Government per Section F.
2.6.2	Work Reception	The Contractor shall provide the capability to receive, prioritize, correspond, and respond to service requests/work orders during Government regular working hours and provide a point of contact at a local or toll free number who can perform the above function during other than Government regular working hours.
2.6.3	Work Control	The Contractor shall implement all necessary work control procedures to ensure timely accomplishment of work requirements, as well as to permit tracking and reporting of work in progress. The Contractor shall plan and schedule work to assure material, labor, and equipment are available to complete work requirements within the specified time limits and in conformance with the quality standards established herein. Verbal scheduling and work status updates shall be provided when requested by the KO. A status update of any item of work shall be provided within two hours of the inquiry during regular working hours, and by 0800 the following work day for inquiries after regular working hours.
2.6.4	Work Schedule	The Contractor's work shall not interfere with normal Government business. In those cases, where some interference is unavoidable, the Contractor shall minimize the impact and effects of the interference. The Contractor shall provide advance access of all of its work schedules to the Government. The Contractor shall notify the KO of any difficulty in scheduling work due to Government controls.
2.6.5	Deliverables	Records and reports are specified in Sections C, F, G, H, I, J, and as specified within the Directives, Instructions, and References. The Contractor shall submit accurate and complete documents within the specified timeframes. The Contractor shall revise/modify deliverables, e.g., vouchers, invoices, records, reports, etc. as directed by the KO. Except where otherwise specified, all deliverables shall be submitted in the English language and electronically in a Microsoft Office format compatible with the latest version of the Government’s Microsoft Office Suite. Deliverables shall be unrestricted and capable of being sorted, e.g., by CLIN, work order number, asset number, section, annex/sub-annex, spec item and ELIN/Sub-ELIN, or clause. All formulas shall be traceable. Once submitted, deliverables shall be Government property.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Government acceptance of deliverables shall not relieve the Contractor of the responsibility for any error or omission which may exist in the deliverable, as the Contractor is responsible for all requirements of this contract. Guam Network (G-Net) is the Government's database that allows the Government continuous real-time access to deliverables such as: records, reports, operating procedures, cost and invoicing, etc., and to document the Government's assessment of Contractor Performance. The Contractor shall submit all deliverables via the Government's G-Net. Exceptions are detailed in subsequent sections of this PWS. The Contractor shall notify the Government by email whenever there are new or updated deliverables posted to the website. Each deliverable posting on the website and each email notification shall include the title of the deliverable, the spec item requiring the deliverable, and the date and time the deliverable was posted. All deliverables shall be available to authorized Government personnel 24 hours per day, seven days per week. The Contractor shall provide a G-Net Administrator to manage and administer the network to include network server and peripherals, network architecture, TCP/IP, data communications, etc. The G-Net Administrator shall be trained and certified in accordance with instructions, directives, and references as applicable. The Contractor shall perform G-Net operation, system administration, maintenance, engineering services, reporting and management to ensure secure, reliable, and uninterrupted availability of G-Net systems. The Contractor shall only allow Government and Contractor personnel with KO authorization to access G-Net. The Contractor shall comply with all relevant DoD and Navy policy in developing, implementing and operating G-Net on the DoD network and industry standard security requirements in accordance with DOD Directive 8500.1, Section 4.18, SECNAVINST 5239.3, DoN Information Assurance Policy, and SECNAV M-5239.2, DoN Information Assurance (IA) Workforce Management Manual shall be applied to all G-Net components situated on Contractor corporate network. The Contractor shall manage and maintain all application/site licenses to ensure license reviews are completed in a timely manner and licenses are utilized appropriately. The Contractor shall perform and maintain semi-annual and annual inventory of G-Net hardware and software to ensure all systems are current and in place at the correct locations. The Contractor shall operate a help desk to ensure operational issues of G-Net and associated applications are responded to and properly resolved in a timely manner. The Contractor shall develop and provide a continuous training program to train Government users on G-Net operating procedures, to include site navigation, constructing queries, performing data export, and the performance assessment module.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The Contractor shall submit G-Net Description Report per Section F.
2.6.6	Service Interruptions	If any utilities or other services must be discontinued (even temporarily) due to scheduled contract work, the Contractor shall notify the KO, affected tenants, and customers in accordance with local procedures.
2.6.7	Computerized Maintenance Management Systems (CMMS)	
2.6.7.1	Contractor's CMMS	The Contractor shall provide a Computerized Maintenance Management System (CMMS) to manage all Contractor's services and work performed under this contract.
2.6.7.2	Government's CMMS MAXIMO	The Contractor shall provide all required data for the Government's CMMS MAXIMO by direct entry for all work performed in Annexes/Sub-annexes 1501000 Facility Management, 1502000 Facility Investment, 1601000 Utilities Management, 1602000 Electrical, 1604000 Wastewater, 1605000 Steam, 1606000 Water, and 1700000 Base Support Vehicles and Equipment. The Contractor shall input all required data fields and information for work induction, tracking, and program management, e.g., CBMM, energy, and cyber security in the Government CMMS MAXIMO in accordance with the MAXIMO User Guide, NAVFAC P-501 Condition Based Maintenance (CBM) Manual, NAVFAC P-503 Planned Maintenance Guide, NAVFAC P-603 Utilities Infrastructure Management Manual, and NBG OT Configuration Management Guide. The Government may provide to the Contractor, if requested, work order information that is in the Government's CMMS.
2.6.7.2.1	MAXIMO Access	Contractor employees shall obtain a CAC in accordance with security requirements, successfully complete required training, submit a Systems Authorization Access Request (SAAR) Form, and meet all eligibility requirements prior to being granted access to the Government's CMMS. The Government will determine the level of access, restrictions, and provide user identification, password, and system access URL details when eligibility requirements are met. The Contractor shall submit a complete list of personnel requiring access to Government's MAXIMO per Section F. The Contractor shall provide information on each employee as required by Government information technology personnel.
2.6.7.2.2	MAXIMO Training	The Government will provide or make available initial training on the Government's MAXIMO to Contractor personnel responsible for direct entry of service request, work order, asset, specification, preventive maintenance, job plan and condition assessment data. Additional training will be provided by the Government when there are significant changes to the MAXIMO software or data entry requirements. Training due to changeover of personnel will be the responsibility for the Contractor. The Contractor will be provided a general user guide, local instructions, and other materials by the Government as reference material for the use of MAXIMO.
2.6.8	Facility Related Control Systems (FRCS)	The Contractor in coordination with the Government shall provide Functional Administration of Facility Related Control Systems (FRCS) consisting of Building Control Systems (BCS), Utilities Control Systems (UCS), and all other Industrial Control Systems (ICS) associated with FRCS in accordance with the NAVFAC Marianas FRCS Cyber Security Requirements and perform duties such as those described in J-0200000-08.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The Contractor shall submit required reports per Section F.
2.6.9	Quality Management System (QMS)	The Contractor shall establish and maintain a complete QMS program in accordance with the provisions specified herein. The Contractor's QMS program shall provide an effective and efficient means of identifying and correcting problems throughout the entire scope of operations. The Contractor's QMS program shall address: • Accurate documentation of work processes, procedures, and output measures. • A systematic procedure for assessing compliance with performance objectives and standards. • Accurate documentation of quality inspections and surveillance conducted throughout the execution of work. • Assessment-driven corrective actions and process adjustments as appropriate in a timely manner.

2.6.9.1	Quality Management (QM) Plan	The Contractor shall develop and submit a QM Plan per Section F. The QM Plan shall describe the QMS methodology and approaches used under this contract. If any changes are made during the period of performance, submit to the KO a revised QM Plan for acceptance.
		
		The Contractor's QM Plan shall include, at a minimum, the following:
		• Policy and objectives of Quality Management System (QMS)
		• Quality organization
		  o List of personnel
		  o Responsibilities & lines of authority
		  o Training and qualifications
		• Approach to assuring quality of services provided and conformance with performance objectives and standards
		• Methods and procedures for effective planning, operation and control of processes and performance of work
		• Procedures for inspection and surveillance of services
		  o Scheduling and performance of inspection and surveillance
		  o Measurement, data collection and analysis
		  o Corrective action, preventive action, and continuous improvement
		  o Oversight of subcontracted work
		• Documentation and records management
		• Communication with government (customers)

2.6.9.2	Quality Inspection and Surveillance	The Contractor shall establish and maintain an inspection and surveillance system in accordance with the FAR Clause 52.246-5, Inspection of Services – Cost Reimbursement, to ensure that the work performed conforms to the contract requirements. The Contractor shall document and maintain a file of all scheduled and performed inspections and surveillances, inspection and surveillance results, and dates and details of corrective and preventive actions. The quality inspection and surveillance file shall be the property of the Government and made available during the Government's regular working hours. The file shall be submitted to the KO after termination of the contract per Section F.
2.6.9.3	Quality Inspection and Surveillance Report	The Contractor shall submit a copy of the Contractor Quality Inspection and Surveillance Report per Section F. The Contractor Quality Inspection and Surveillance Report shall include a summary and results of the quality inspection and surveillance events performed and assessment-driven corrective actions and process adjustments during the previous month. The

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Government may adjust the frequency of the submittal based on the Contractor's quality of performance.
2.6.10	Property Management Plan	The Contractor shall establish and maintain a plan that meets the contract clause requirements of Specification Item 2.4, Government-Furnished Property, Materials and Services, of this Annex. This plan shall identify the Contractor's policies, procedures, and practices in receiving and performing physical inventories, key control, repairing and maintaining, preserving and protecting, and reporting the disposition of accepted government property in its possession. The Property Management Plan shall be submitted per Section F.
2.6.11	System and Equipment Replacement	The Contractor shall maintain the integrity and performance of existing energy saving, water conservation or other sustainability design features of systems and equipment in the performance of repair and replacement work. Except where otherwise specified, replacement components shall be of the same model/style or equivalent as the component being replaced. Substitutes for replacement components must be accepted by the KO prior to use. The KO will furnish available information for the existing systems and equipment.
2.6.12	Defense Property Administration System (DPAS) Management	The Contractor shall maintain the Government's Property inventory in accordance with applicable instructions, regulations, and directives. The Contractor shall perform services such as: • Conducting and reconciling a baseline inventory survey of Government property to include verification of condition and location of equipment, material and property. Item Unique Identification (IUID) shall be used to conduct the survey. • Conducting an annual physical inventory of all Government property per Contractor-submitted, Government-approved schedule and submitting the inventory results per Section F. • Tagging items in accordance with DPAS requirements and updating the IUID Registry at https:www.bpn.gov/iuid for purchases and changes in status, mark, custody, or disposition of items in accordance with DFARS Clause 252.211.7007. • Providing documentation of property items to the Government, reporting lost, damaged, or destroyed property, processing, filling out, and tracking DD Form 200s, and processing paperwork for receipt and transfer of Government property. • Maintaining all Property Custodian appointment letters and assisting Government with actual physical movement of property to DLA Disposition Services when required. • The Contractor shall submit required reports per Section F. Informational note: There are approximately 550 line items in the DPAS inventory (excludes items listed in J-0200000-07).
2.6.13	Mobilization/ Phase-In and Demobilization/ Phase-Out	The Contractor shall submit Mobilization and Demobilization Plans to the KO for review and acceptance per Section F. The Contractor shall phase-in in accordance with the Government-accepted Mobilization Plan and in partnership with the outgoing Contractor so as to minimize disruption to the mission of BOS clients. The new Contractor will be allowed access to Government facilities to familiarize key personnel and top functional managers with property, existing operations, and procedures. However, to preclude interference with the work efforts of the incumbent Contractor, arrangements for access to Government facilities shall be made with the KO.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The Contractor shall phase out in accordance with the Government-accepted Demobilization Plan and in partnership with the incoming Contractor so as to minimize disruption to the mission of BOS clients. The plan shall include the Contractor's plan to familiarize the incoming Contractor's key personnel and top functional managers with existing operations, property, and procedures, completing a Reconciliation Survey, and the Contractor's strategy for transferring work-in-progress to the new Contractor. The Government reserves the right to conduct site visits in all Contractor operated facilities in conjunction with the solicitation of offers for the follow-on contract. In the event the follow-on contract is awarded to other than the incumbent, the incumbent Contractor shall cooperate to permit an orderly changeover to the successor Contractor. A recruitment notice may be placed by the successor Contractor in each facility during the Phase-In period of the follow-on contract.
2.7	Personnel Requirements	The Contractor shall comply with the personnel requirements stated below.
2.7.1	Key Personnel	The Contractor shall submit a List of Key Personnel and Qualifications per Section F. The Contractor shall provide any additional information requested by the KO necessary to certify their qualifications. Annex 0200000 key personnel shall include the following: • Project Manager • Quality Manager • Site Safety and Health Officer • Environmental/Energy Manager Additional key personnel are identified in Annexes 0600000 through 1700000, as applicable. The Contractor shall submit in their Technical Proposal the names and qualifications of potential candidates for all key personnel for Government approval. Within 30 days prior to start of contract performance, the Contractor shall fill key personnel positions with Government-approved personnel. The Contractor shall submit an Organizational Chart per Section F showing lines of authority of the key personnel and on-site supervisor(s) for this contract. The chart shall include departments, office addresses, names of personnel, their position titles, telephone numbers, and email addresses for this contract. As a minimum, include key personnel, annex managers, and supervisor(s) and to whom they will report directly for this contract. The key personnel shall be revised as applicable for the contract. Each key personnel position shall not be vacant for more than 30 calendar days. Prior to substituting, removing, replacing, or diverting any key personnel, the Contractor shall notify the Contracting Officer 15 working days in advance and shall submit a written request and justification (including proposed substitutions) in sufficient detail to permit evaluation of the impact on this Contract. The proposed substitution of personnel must meet or exceed the education, experience, and other technical requirements of the personnel being replaced. No change in personnel shall be made by the Contractor without the prior written consent of the Contracting Officer. However, in urgent situations, as determined or agreed to by the Contracting Officer, an oral request to substitute key personnel may be approved and subsequently

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		ratified by the Contracting Officer in writing. Such ratification shall constitute the consent of the Contracting Officer required by this paragraph.
2.7.1.1	Project Manager (PM)	The Contractor shall provide a PM and designate alternate, as applicable, who have full authority to act for the Contractor on all matters relating to this contract. The PM shall be fully responsible for the overall management and administration of this contract and shall not be dual-hatted or have collateral duties. The PM or alternate shall be on-site during the Government's regular working hours and shall be available on-site within two hours after the Government's regular working hours. The Project Manager shall have a Secret Clearance. Education: As a minimum, the Project Manager shall have a Bachelor's degree, preferably in Business Administration/Management, based on a four-year course of study from a U.S. accredited college, university, or institution or an equivalent ABET- accredited college or university program. Experience: The Project Manager shall have at least five years of experience in managing a workforce providing services on contracts of similar size, scope and complexity of this contract.
2.7.1.2	Quality Manager	The Contractor shall provide a Quality Manager whose primary duty and responsibility is to prepare and enforce the Contractor's Quality Management System (QMS) on this contract and shall not be dual-hatted or have collateral duties. The Quality Manager or designated alternate shall be on-site during the Government's regular working hours and shall be available on-site within two hours after the Government’s regular working hours. The Quality Manager must report directly to a senior corporate official and shall not report directly to the Project Manager. The Quality Manager shall have a Secret Clearance. Education: As a minimum, the Quality Manager shall have a Bachelor's degree, preferably in Engineering, Business, or a Science-related field, based on a four-year course of study from a U.S. accredited college, university, or institution or an equivalent ABET- accredited college or university program. Experience: The Quality Manager shall have at least five years of experience in preparing and enforcing QMS programs on contracts of similar size, scope and complexity of this contract.
2.7.1.3	Site Safety and Health Officer (SSHO)	The Contractor shall provide a SSHO whose primary duty and responsibility is to prepare and enforce the Contractor’s safety program on this contract. The SSHO shall not be dual-hatted or have collateral duties. The SSHO or an equally-qualified Designated Representative/alternate shall be on-site at all times when work is being performed to implement and administer the Contractor's safety program and government-accepted Accident Prevention Plan. The SSHO shall have a Secret Clearance. The SSHO shall meet the requirements of EM 385-1-1 Section 1 and ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one Competent Person at each project site to function as the Site Safety and Health Officer (SSHO). The SSHO's training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17, entitled SITE SAFETY AND HEALTH OFFICER (SSHO), and all associated sub-paragraphs.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The SSHO shall have fulfilled the following pre-requisite training and experiences before being hired as the SSHO under this contract: The SSHO shall have completed five years of satisfactory experience in preparing and enforcing safety programs on contracts of similar size and complexity in the past or three years' experience if he possesses a Certified Safety Professional (CSP) or safety and health degree. The SSHO shall have completed the OSHA 30-hour construction safety class or equivalent and maintain competency through 24 hours of formal safety and health related coursework every four years. A Competent Person shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the Contracting Officer for acceptance in consultation with the Safety Office. Informational note: For the SSHO requirement, the project site is Guam.
2.7.1.4	Environmental/ Energy Manager	The Contractor shall provide an Environmental/Energy Manager whose primary duty and responsibility is to ensure Contractor operations adhere to the goals and policies of the Environmental Management System, the Installation Energy Plan, and other specified Sustainability requirements affecting this contract. The Environmental/Energy Manager shall not fill another key personnel position nor have collateral duties. The Environmental/Energy Manager shall develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities to establish where improvements can be made and ensure compliance with environmental legislation and energy policy. The Environmental/Energy Manager shall be on-site within two hours during and after the Government's regular working hours. The Environmental/Energy Manager shall have a Secret Clearance. The Environmental/Energy Manager shall have a minimum two years' experience with environmental procedures similar to those of this contract; familiarity with Environmental Management Systems (EMSes); and knowledge of environmental regulations and federal energy laws and policy (including energy and water reduction requirements and renewable energy requirements) that are applicable to operations similar to those of this contract.
2.7.2	Quality Control Personnel	The Contractor shall provide Quality Control personnel whose primary duty and responsibility is to enforce the Contractor's Quality Management System on this contract. The Quality Control personnel shall be on-site during the Contractor's regular working hours. The Quality Control personnel shall report directly to the Quality Manager and shall not report directly to the Project Manager. Quality Control personnel shall have fulfilled the following pre-requisite training and experiences before being hired as Quality Control under this contract: Quality Control personnel shall meet or exceed the qualifications, technical knowledge and experience requirements specified for the personnel performing the work which they will be inspecting on contracts of similar size, scope and complexity of this contract.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.7.3	Employee Requirements	The Contractor shall provide experienced, qualified, and capable personnel to perform the work in this contract. Personnel shall be fully knowledgeable of all safety, environmental, and energy requirements associated with the work they perform. Personnel shall speak, read, and comprehend English to the extent that they can perform the contract requirements and comply with installation emergency procedures.
2.7.3.1	Employee Certification and Training	The Contractor shall maintain personnel certification, training, and licensing records for employee requirements specified herein and within all technical annexes/sub-annexes. Certification, training, and licensing records shall be kept current and on file for the duration of the contract including all option periods. Records shall be made available for Government review within four hours of request.
2.7.3.2	Employee Appearance	The Contractor shall ensure that all employees present a professional appearance that is appropriate for their position. The KO reserves the right to determine the acceptability of any clothing worn. All Contractor/subcontractor employees working under this contract shall be identified by a distinctive nameplate, identification badge, emblem, or patch attached in a prominent place on an outer garment. Employee identification shall not be substituted for station required passes or badges.
2.7.3.3	Employee Conduct	Contractor employees shall conduct themselves in a proper, efficient, courteous and businesslike manner.
2.7.3.4	Identification as Contractor Employee	Contractor employees shall identify themselves as Contractor personnel by introducing themselves or being introduced as Contractor personnel and displaying distinguishing badges or other visible identification for meetings with Government personnel. All Contractor employees shall appropriately identify themselves as contractor employees in telephone conversations and in formal and informal written correspondence.
2.7.3.5	Removal of Employees	The Contractor shall remove from the site any individual whose continued employment is deemed by the KO to be contrary to the public interest or inconsistent with the best interests of National Security.
2.7.3.6	Proof of Citizenship	No employee or representative of the Contractor will be admitted to the worksite unless satisfactory proof of U.S. citizenship is furnished per Section F. Exceptions are listed in DFARS 252.222-7005, Prohibition on use of Nonimmigrant Aliens-Guam.
2.7.4	Enterprise-wide Contractor Manpower Reporting Application (eCMRA)	The following manpower reporting is required by NMCARS 5237.102-90. The Contractor shall report all contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract via a secure data collection site. The Contractor is required to completely fill in all required data fields using the following web address: https://ecmra.mil. Per Section F, reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY), which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year. Contractors may direct questions to the help desk, linked at https://ecmra.mil.
2.8	Security Requirements	The Contractor shall comply with all Federal, U.S. territory, and local security statutes, regulations, and requirements. The Contractor shall become acquainted with and comply with all Government regulations as posted, or as requested by the KO when required to enter a Government site. The Contractor shall ensure that all security/entrance clearances are obtained.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.8.1	Employee Listing	The Contractor shall maintain a current Employee List and submit per Section F. The list shall include employee's name, supervisor, company, and level of security clearance.
2.8.2	Vehicles	The company name shall be displayed on each of the Contractor's vehicles in a manner and size that is clearly visible. All vehicles shall display a valid U.S. territory of Guam license plate that complies with U.S. territory of Guam Vehicle Code. Vehicles shall meet all other requirement of the U.S. territory of Guam Vehicle Code, such as safety standards, and shall carry proof of insurance and U.S. territory of Guam registration, if applicable.
2.8.3	Passes and Badges	All Contractor employees shall obtain the required employee and vehicle passes. Contractor employees that require Common Access Cards (CAC) to access Government information systems in the performance of their duties must be able to obtain CACs in accordance with security requirements, successfully complete required training, submit Systems Authorization Access Request (SAAR) Forms, and meet all eligibility requirements prior to being granted access to the Government's systems. Contractor employees shall wear Government issued badges over the front of their outer clothing. When an employee leaves the Contractor's service, the employee's Pass and Badge shall be returned within three working days. Additional Passes and Badges may be required for access to restricted or controlled access areas.
2.8.4	Access to Installation	All Contractor personnel shall obtain access to the installation through enrollment and registration into the Defense Biometric Identification System (DBIDS). The Contractor shall provide the KO with the name of their designated Service Contractor Administrator (SCA) for enrollment in DBIDS. Once enrolled, the Contractor must provide the DBIDS Registrar with an approved employee list and then direct their employees to register into DBIDS. DBIDS is not applicable to contractors who are CAC holders.
2.8.4.1	DBIDS Program	DBIDS is an enterprise identity management and perimeter installation access control solution in which Contractor personnel who enroll, and are approved, are subsequently granted access to the installation for a period up to three years, or the length of the contract, whichever is less, and are not required to obtain a new pass from the Base Pass and Identification Office for each visit. There are no fees associated with obtaining a DBIDS credential. The Government performs background screening and credentialing. Throughout the year the Contractor employee must continue to meet background screening standards. Periodic background screenings are conducted to verify continued DBIDS participation and installation access privileges. DBIDS access privileges will be immediately suspended or revoked if at any time a Contractor employee becomes ineligible.
2.8.4.2	DBIDS Credentials	Contractor employees shall furnish a completed copy of the SECNAV 5512/1 form to obtain the required background check and visit the local Navy Installation Visitor Control Center to obtain a DBIDS credential once approved. The SECNAV 5512/1 form and additional information about DBIDS can be found at: https://www.cnic.navy.mil/om/dbids.html.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The Contractor may initiate the adjudication process when a background screen failure results in disqualification from participation in DBIDS and the Contractor employees do not agree with the reason for disqualification. The Contractor may also apply for a waiver when a background screening failure results in disqualification from participation in DBIDS. The Commanding Officer will be the final waiver determination authority. The Contractor shall immediately collect employee DBIDS credentials and notify the KO in writing: (1) That an employee has departed the company without having properly returned or surrendered their DBIDS credentials. (2) That there is a reasonable basis to conclude that an employee, or former employee, might pose a risk, compromise, or threat to the safety or security of the installation or anyone therein.
2.8.5	Access to Buildings	The Contractor shall monitor and control access into restricted areas under their responsibility, allowing only those individuals who have been properly cleared into restricted areas or other controlled access areas. The Contractor shall comply with security requirements, plus those imposed by the installation Commander at all times. Personnel with access to special areas will have the appropriate screening and/or security clearance, and personnel requiring routine access to restricted areas will wear special badges authorizing access for those areas. Contractor personnel shall not enter restricted or controlled areas or installation facilities unless specifically authorized in performance of their duties. The Contractor shall secure all buildings and facilities entered during non-duty hours and will secure all building and facilities under the Contractor's cognizance at the end of each work day or shift period.
2.8.6	Access Arrangements	The Contractor shall make all arrangements through the appropriate office necessary to obtain access to buildings, facilities and other work areas, and when necessary, arrange for them to be opened and closed by the controlling authority. The Government may issue keys to the Contractor. The Contractor shall use due diligence and be responsible for compromised security systems to include replacement costs that result from its action or inaction.
2.8.6.1	Escort Arrangement for Secured Areas	The Contractor shall make arrangements for Government escort into secured areas requiring escort. The KO will provide information on applicable buildings, spaces and the appropriate point of contact. The Contractor may experience delays while waiting for escorts. The Government estimates the wait period can be up to 30 minutes. The Contractor shall notify the Government Contracting Officer's Representative (COR) and appropriate point of contract if an escort is not available after 30 minutes and access to accomplish the work is denied. Unscheduled requirements, e.g., work orders, etc. may require a longer wait for an escort.
2.8.7	Security Clearances	The Contractor shall obtain all required corporate and personnel Security Clearances prior to commencement of work. DD Form 254, Contract Security Classification Specification is provided in Attachment JL-2. The Contractor shall obtain personnel security clearances from the Office of Personnel Management (OPM). Only U.S. citizens will obtain security clearances. Non-U.S. citizens are not allowed security clearances issued by the U.S. Government. The Contractor shall ensure that a list of all personnel

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		with Security Clearances is maintained current, including clearances that are pending, and submit per Section F.
2.8.8	Access to Sensitive Unclassified Information	The Contractor personnel whose work involves access to sensitive unclassified information shall undergo a Tier 3 Investigation to verify their trustworthiness. If the Contractor personnel currently have a favorably adjudicated Tier 3 Investigation the Contractor shall notify the Government Command Security Manager who will validate this in the Joint Personnel Adjudication System (JPAS). The Contractor shall request from the Government for access to the E-QIP Direct program for the Contractor employees to complete the SF-86 form on line for a Tier 3 Investigation. The Government Security Manager will determine suitability. Upon a favorable Tier 3 Investigation, the Contractor personnel shall provide the original signed release statements, applicant fingerprint card (FD87), and an OF-306 Declaration for Federal Employment to the Government Security Manager per Section F. The Contractor shall be responsible for providing the fingerprint card.
2.8.9	Access to OCONUS Navy Enterprise Network (ONE-NET) and Air Force Network (AFNET)	The Contractor may be required to access OCONUS Navy Enterprise Network (ONE-NET) and Air Force Network (AFNET). Prior to being granted access to ONE-NET and AFNET, Contractor employees shall obtain a CAC in accordance with security requirements, successfully complete required training, submit a Systems Authorization Access Request (SAAR) Form, and meet all eligibility requirements.
2.8.10	Employee Status	The Contractor shall notify the KO within 24 hours of any changes to any employee's status to include, but not limited to, termination, convictions/arrests, adverse actions taken on the job for any reason or any other documented misbehavior that may affect, or have the potential to affect, security standing in terms of access to federal facilities or IT systems.
2.9	Contractor Safety Program	The Contractor shall develop and implement a Safety Program detailing how the Contractor plans, staffs, performs, and controls all safety practices while delivering best value services to the Government without any accidents or mishaps. The Contractor's safety program shall comply with all safety standards identified in the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, 29 CFR, UFGS 01 35 26.00 25, UFC 3-560-01 Operation and Maintenance Electrical Safety, Public Law 91-596, Occupational Safety and Health Act, and all safety requirements identified in subsequent sections of this PWS. Any reference to "USACE" facilities, property, or equipment specified in EM 385-1-1 should be interpreted as Government facilities, property, and equipment.
2.9.1	Subcontractor Safety Requirements	Neither Contractor nor any subcontractor shall enter into contract with any subcontractor who fails to meet the following requirements. The term subcontractor in the following paragraphs shall mean all subcontractors on the project, whether in contract with the Contractor or any subcontractor.
2.9.1.1	Experience Modification Rate (EMR)	No subcontractor on the project shall have an effective EMR greater than 1.10 when entering into a subcontract agreement with the prime contractor or a subcontractor at any tier as computed by the National Council on Compensation Insurance (NCCI) or if not available, as computed by the state agency's rating bureau in the state where the subcontractor is registered. Prime Contractor may submit a written request for additional consideration to the Contracting Officer where the specified acceptable EMR range cannot be

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		achieved for a particular subcontractor whose performance is uniquely critical to the project. Relaxation of the EMR range shall only be considered and/or granted on a case-by-case basis for special conditions and shall not be anticipated as tacit approval. Contractor's Site Safety and Health Officer (SSHO) shall collect and maintain certified EMR ratings for ALL subcontractors on the project and shall make them available to the Government at the Government's request.
2.9.1.2	OSHA Days Away From Work, Restricted Duty, or Job Transfer (DART) Rate	No subcontractor on the project shall have a DART rate calculated from the most recent, complete calendar year greater than 3.0 when entering into a subcontract agreement with the prime contractor or a subcontractor at any tier. The OSHA Dart Rate is calculated using the following formula: (N/EH) x 200,000 where: N = number of injuries and/or illnesses with days away, restricted work, or job transfer EH = total hours worked by all employees during most recent, complete calendar year 200,000 = base for 100 full-time equivalent workers (working 40 hours per week, 50 weeks per year) Prime Contractor may submit a written request for additional consideration to the Contracting Officer where the specified acceptable OSHA Dart rate range cannot be achieved for a particular subcontractor whose performance is uniquely critical to the construction project. Relaxation of the OSHA DART rate range shall only be considered and/or granted on a case-by-case basis for special conditions and shall not be anticipated as tacit approval. Contractor's Site Safety and Health Officer (SSHO) shall collect and maintain self-certified OSHA DART rates for ALL subcontractors on the project and shall make them available to the Government at the Government's request.
2.9.2	Accident Prevention Plan (APP)	The Contractor shall develop and implement a site Accident Prevention Plan (APP). The APP shall be prepared by the Contractor's SSHO and shall be followed by all Contractor employees, subcontractors, and vendors at each service site. The APP shall follow the format and include all elements addressed in Appendix A of EM 385-1-1. The APP shall incorporate Activity Hazard Analyses (AHAs) and compliance plans addressing all applicable Safety and Occupational Health (SOH) risks that are relevant to the site specific hazards and controls for each activity and type of work that may be encountered in the performance of this contract. The Contractor shall submit an APP for acceptance per Section F. The Contractor shall review, update, and submit revisions to the APP whenever a change in work conditions, hazards, or activities occur. Submittal of the APP shall include Activity Hazard Analyses (AHAs) and applicable compliance plans, programs, and procedures as specified below. The Contractor shall not commence work until the APP has been accepted and no activity shall be started on site until the applicable AHAs and compliance plans have been accepted. Once accepted by the Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		or the accepted APP will be cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified.
2.9.3	Activity Hazard Analysis (AHA)	The Contractor shall prepare Activity Hazard Analyses (AHAs) for all applicable common recurring work activities performed under this contract. AHAs for recurring work shall be submitted with the APP and shall be updated as work activities or conditions change and additional AHAs prepared as new work activities are required. AHAs for non-recurring and one-time work occurrences shall be submitted at least two working days prior to start of work. Specifically, for contract modifications to recurring work requirements where changes are germane to the original contract, the Contractor shall revise applicable AHAs within 15 calendar days after modification is signed. The Contractor shall follow the Risk Management Process for the development of Activity Hazard Analysis (AHA) in accordance with paragraph 01.A.14 and Appendix A of EM 385-1-1. A formatted outline of an AHA is provided in Figure 1-2 of EM 385-1-1. During performance of services, the SSHO shall periodically review the AHA at each service site and for each sub-annex to assess the effectiveness of the Contractor's overall APP. If changes to the AHAs are required, such changes shall be submitted to the KO for review and acceptance.
2.9.4	Safety and Occupational Health (SOH) Risks and Compliance Plans	Based on a risk assessment of recurring and non-recurring work requirements and on mandatory OSHA compliance programs, the Contractor shall develop, provide and implement all applicable compliance plans, as necessary for the situation or types of work to be performed under this contract. Compliance plans, programs, and procedures along with their respective references are detailed in Appendix A, paragraph 3.i of EM 385-1-1. These plans shall be submitted with the APP and shall be updated as situations change. Additional compliance plans, programs, and procedures shall be developed as applicable when new types of work are required under this contract. Additional requirements for specific compliance plans are provided below.
2.9.4.1	Alcohol and Drug Abuse Prevention Plan	The Contractor shall develop an alcohol and drug abuse prevention plan to explain how it will satisfy the drug-free work force requirement as stated in DFARS Clause 252.223-7004 and include elements addressed in paragraph 01.C.02 of EM 385-1-1.
2.9.4.2	Chemical Hazard Communication Program	The Contractor shall develop a project-specific chemical hazard communication program to include elements addressed in paragraph 06.B.01 of EM 385-1-1 and applicable OSHA requirements in 29 Code of Federal Regulations (CFR) 1910.120 and 29 CFR 1926.59.
2.9.4.3	Confined Space Program	The Contractor shall develop an activity/site-specific confined space program to include elements addressed in paragraph 34.A of EM 385-1-1 and comply with relevant requirements in 29 CFR 1910, 29 CFR 1915, and 29 CFR 1926, OSHA Directive CPL 2.100 and any other Federal, U.S. territory and local regulatory standards.
2.9.4.4	Complex Lift Plan	The Contractor shall develop a complex lift plan in compliance with the most current version of the NAVFAC P-307 and NAVSEA OP-5.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		The complex lift plan shall include elements addressed in NAVFAC P-307 and NAVSEA OP-5 and comply with requirements in ASME B30.22, ASME B30.3; ASME B30.5, and ASME B30.8.
2.9.4.5	Fall Prevention and Protection Plan	The Contractor shall develop a site specific fall prevention and protection plan to protect and prevent its service workers from falling from heights of 1.8m (6 feet) or more. This plan shall include elements addressed in paragraph 21.D of EM 385-1-1 and ANSI A10.32, ANSI Z359.1, and ANSI/ASSE A10.34. The fall prevention and protection plan shall include a Rescue and Evacuation Plan in accordance with EM 385-1-1, Section 21.N. A competent person for fall protection shall prepare and sign the plan.
2.9.5	Crane Operations	All operations of Cranes, Multi-Purpose Machines, Material Handling Equipment, and Construction Equipment when configured or used in a crane-like manner to lift loads suspended by rigging equipment shall comply with NAVFAC P-307, JTREGMARIANASINST 11260.1, NAVSEA OP-5, and 29 CFR Part 1910, as applicable. If the Contractor acquires crane services from a third party, e.g., a crane services company, the third party shall comply with the Contractor Crane Section of the NAVFAC P-307, JTREGMARIANASINST 11260.1, and all applicable OSHA, ANSI, and ASME standards. The Contractor shall ensure that a legible and indelible completed copy of Appendix P, Figure P-1 of NAVFAC P-307 is maintained on the crane, multi-purpose machine, and material handling equipment or construction equipment used in a crane-like application to lift suspended loads. The following certification and testing documentation shall be on site prior to entry and use on any Navy Installation: 1) Crane, multi-purpose machine, material handling equipment or construction equipment used in a crane-like application to lift suspended load certification 2) Load testing 3) Yearly, monthly and daily inspection logs 4) Rope/sling certifications 5) Operator certifications/designations 6) Designation of person performing log inspections
2.9.5.1	Crane Inspections	The Contractor shall ensure all inspections are performed in accordance with NAVFAC P-307, NAVSEA OP-5, 29 CFR Part 1910, 29 CFR Part 1917, and 29 CFR Part 1918 and retain the current documentation of inspections. Documents shall be kept on site. The crane operator's daily checklist (ODCL) shall be completed and signed by the crane first operator of each day. Each subsequent operator shall perform the operational checks, review and sign the initial ODCL, and review any tags posted on the crane in accordance to the OEM manual and the requirements of the NAVFAC P-307. Cranes that have to be re-rated shall be in accordance with SAE Recommended Practices, Crane Load Stability Test Code J765, and documentation maintained on site. Contractor-owned, rented, or leased cranes may be administratively down-rated but shall meet the requirements of the NAVFAC P-307. If re-rating a Contractor-owned, rented, or leased crane affects the stability of the crane, the Contractor shall prepare and send a Crane Alteration Request in accordance with NAVFAC P-307 for approval

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		by the Navy Crane Center before the crane can be utilized at the new rated capacity. The Contractor shall have an operational anti-two block device or a two-block damage prevention feature for all points of two blocking and a boom hoist disconnect, shutoff, or hydraulic relief to automatically stop the boom hoist when the boom reaches a predetermined high angle.
2.9.5.2	Rigging Gear	The Contractor shall ensure rigging gear and below the hook lifting devices and personnel comply with the following requirements: 1) Personnel performing rigging shall be trained and qualified in accordance with NAVFAC P-307, shall have an understanding of all signs, notices, and operating instructions, and be familiar with the applicable hand signals prescribed by the ASME B30 standard for the type of crane in use. 2) Personnel performing rigging shall be familiar with the rigging requirements in NAVFAC P-307, NAVSEA OP-5, and 29 CFR Part 1910. 3) The Contractor shall inspect rigging gear in accordance with NAVFAC P-307, NAVSEA OP-5, 29 CFR Part 1910, and paragraph 1.7.2 of NAVFAC P-307. Certification records shall be made available for review upon request.
2.9.5.3	Crane Operators	Crane operators shall meet the personnel qualifications requirements in NAVFAC P-307 and NAVSEA OP-5.
2.9.6	Accident and Damage Reporting	The Contractor shall notify the Contracting Officer as soon as practical, but no more than four hours after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than $2,000, or any Weight Handling Equipment (WHE) accident. Notification shall also be provided for any mishap occurring in any of the following high hazard areas: electrical (to include Arc Flash, electrical shock, etc.); uncontrolled release of hazardous energy (includes electrical and non-electrical); weight or load handling equipment (LHE) or rigging; fall-from-height (any level other than same surface); and underwater diving. These mishaps shall be investigated in depth to identify all causes and to recommend hazard control measures. Within notification include Contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted. The Contractor shall conduct an accident investigation for recordable injuries and illnesses, for accidents requiring Medical Treatment, property damage accidents resulting in at least $20,000 in damages, and near misses to establish the root cause(s) of the accident. The Contractor shall complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F. Required or special forms are provided within the Forms in J-0200000-06. For any weight handling equipment accident (including rigging gear accidents) the Contractor shall conduct an accident investigation to establish the root cause(s) of the accident and comply with additional requirements and procedures for accidents in accordance with NAVFAC P-307. The

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Contractor shall submit a WHE Accident Report (Crane and Rigging Gear) per Section F. No crane operations are allowed to proceed until cause is determined and corrective actions have been implemented to the satisfaction of the Contracting Officer. For a near miss, the Contractor shall complete the applicable documentation in NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS) per Section F. For a near miss involving crane or rigging operations, the Contractor shall report verbally to the Contracting Officer as soon as management becomes aware but not later than four hours of such event and comply with additional requirements and procedures for near-misses in accordance with NAVFAC P-307. A near miss occurs when an accident was avoided by mere chance or when intervention prevented an ongoing sequence of events that would have resulted in an accident (e.g., unplanned encroachment, improper crane set-up, improperly rigged load, etc.). The Contractor shall submit a Crane and Rigging Gear Near Miss Report per Section F.
2.9.6.1	Accident Reporting and Notification Criteria	The following criteria and definitions apply to the accident reporting requirements specified above: Recordable Injuries or Illnesses. Any work-related injury or illness that results in: 1) Death, regardless of the time between the injury and death, or the length of the illness; 2) Days away from work (any time lost after day of injury/illness onset); 3) Restricted work; 4) Transfer to another job; 5) Medical treatment beyond first aid; 6) Loss of consciousness; or 7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above. High Visibility Accident. Any mishap which may generate publicity or high visibility. Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even though provided by a physician or registered personnel. WHE Accident. WHE Accident as defined in the current version of the NAVFAC P-307.
2.9.7	Fire Protection	The Contractor shall know where fire alarms are located and how to activate them. The Contractor shall handle and store all combustible supplies, materials, waste and trash in a manner that prevents fire or hazards to persons, facilities, and materials.
2.9.8	Monthly On-Site Labor Report	The Contractor shall submit a Monthly On-Site Labor Report per Section F. This report is a compilation of employee-hours worked each month for all site workers, both prime and subcontractor.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.9.9	OSHA Citations and Violations	The Contractor shall correct violations and citations promptly and provide a copy of each OSHA citation and OSHA report with written OSHA Citations and Violations Corrective Action Report per Section F.
2.9.10	Safety Inspections and Monitoring	The Contractor shall conduct inspections of its work areas, job sites, and work crews every day work is being performed to ensure that all Contractor operations are being conducted safely. These inspections shall ensure: • The site is safe and free of job-site hazards • Proper PPE is being utilized and worn. • Safe work practices and processes are being followed. • Workers are familiar with the hazards covered in the respective AHA for that work activity. • All equipment and tools are in good condition and being used safely. The Government reserves the right to inspect and monitor Contractor operations for safety compliance. In general, the Government approach will be to conduct Performance Assessment on the quality and effectiveness of the Contractor's safety program. The Government reserves the right to stop any work activity when it deems danger is imminent. Contractor personnel shall work in a safe manner and comply with all applicable safety regulations. The Contractor shall be subject to safety inspections of its work sites by the Government. Contractor safety records shall be available to the KO upon request. Whenever the KO becomes aware of any safety noncompliance or any condition which poses a serious or imminent danger or hazard to the health or safety of the public or Government Personnel, the KO will notify the Contractor orally, with written confirmation, and request immediate corrective action. This notice, when delivered to the Contractor's representative or SSHO, shall be deemed sufficient notice of noncompliance and that corrective action is required. After receiving this notice, the Contractor shall immediately take corrective action. If the Contractor fails, delays, or refuses to promptly take corrective action, the KO may issue a stop work order for all or part of the services or work until satisfactory corrective action has been taken. Whenever such a stop work order has been issued, the Contractor shall waive all equitable adjustments to the contract related to the stop work ordered issued. The Contractor shall include this requirement in all of its subcontracts and vendor contracts in support of contract safety.
2.9.11	Safety Certifications	The Contractor shall submit copies of all the required Federal, U.S. territory, county, city and industry Safety Certifications for work performed under this contract per Section F. These certifications shall be kept up to date by the Contractor. The Contractor shall submit new versions of certifications as the old certifications expire. No work, that requires a certification, shall start without a valid and approved certification.
2.9.12	Safety Apparel on Jobsites	The Contractor personnel shall wear appropriate high-visibility safety apparel (garment, vest, or harness of retro-reflective and fluorescent material) meeting ANSI/ISEA 107-2010 requirements. Appropriate garment shall be based on the worker hazards and tasks, complexity of the work environment or background, and vehicular traffic and speed. As a minimum, the Contractor personnel shall wear ANSI/ISEA 107-2010 Class I compliant apparel.
2.9.13	Emergency Medical Treatment	Contractors will arrange for their own emergency medical treatment. The Government has no responsibility to provide emergency medical treatment.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
2.9.14	Excavations	Soil classification must be performed by a competent person in accordance with 29 CFR 1926 and EM 385-1-1. The Contractor shall provide a third party, independent, private utility locating company to positively identify underground utilities in the work area in addition to any station locating service and coordinated with the station utility department. The Contractor shall physically verify underground utility locations, including utility depth, by hand digging using wood or fiberglass handled tools when any adjacent work is expected to come within 3 feet of the underground system. Utilities located within and under concrete slabs or pier structures, bridges, parking areas, and the like, are extremely difficult to identify. Whenever contract work involves chipping, saw cutting, or core drilling through concrete, bituminous asphalt or other impervious surfaces, the existing utility location shall be coordinated with station utility departments in addition to location and depth verification by a third party, independent, private locating company. The third party, independent, private locating company must locate utility depth by use of Ground Penetrating Radar (GPR), X-ray, bore scope, or ultrasound prior to the start of work. Outages to isolate utility systems must be used in circumstances where utilities are unable to be positively identified. The use of historical drawings does not alleviate the Contractor from meeting this requirement.
2.9.15	Munitions and Explosives of Concern (MEC)/ Unexploded Ordinance (UXO)	If Munitions and Explosives of Concern (MEC) or Unexploded Ordinance (UXO) is encountered or suspected during performance of work, the Contractor shall immediately cease and notify the appropriate Government personnel.
2.10	Environmental Management and Sustainability	The Contractor shall perform work under this contract consistent with the following Environmental Management System (EMS) goals and policy. Goals: • Reduce purchase and use of toxic and hazardous materials; • Expand purchase of green products and services; increase recycling; • Reduce energy and water use; • Increase use of alternative fuels and renewable energy; • Integrate green building concepts in major renovations and new construction; • Prevent pollution at the source; and • Continual improvement. Policy: • Protect public health and the environment by being an environmentally responsible member of the community; • Preserve our natural, historic and cultural resources; • Conserve natural resources by reducing what we discard, reusing items, and recycling materials, which includes purchasing products made from recycled materials; • Integrate sound environmental practices into all our operations and business decisions; Integrate environmental protection requirements and pollution prevention initiatives into the early planning, design and procurement of facilities, equipment and material, as well as the planning and implementation of military training activities;

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		• Prevent or minimize pollution at its source as we seek out ways to eliminate or further minimize use of hazardous materials and generation of hazardous waste; • Maintain a sound partnership with regulatory agencies to sustain our compliance with existing and new environmental laws and regulations; • Enhance our program as we develop and implement an Environmental Management System; and • Adhere to this policy, remind one another to do so, and ensure that our entire community knows this is our policy by our actions as well as our words. The Contractor shall maintain monitoring and measurement information to address the EMS goals and policy and provide the EMS Goals and Policy Measurement Information to the KO when requested. In the event an EMS nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, the Contractor shall take corrective and/or preventative actions, assume legal and financial liability for the noncompliance and take corrective action immediately to remedy the noncompliance. The Contractor shall ensure that its employees are aware of their roles and responsibilities under the EMS and how these EMS roles and responsibilities affect work performed under the contract.
2.10.1	Energy Management Program	The Contractor shall comply with the installation's energy management program. The Contractor Environmental/Energy Manager, or designee, shall represent the Contractor's interest at all meetings of the activity's Energy Management Board. The Contractor shall attend periodic meetings with the Installation Energy Manager (IEM), where energy and water efficiency goals and project status will be discussed to ensure that any Contractor work complements and optimizes efficiency efforts. The Contractor shall provide Building Energy Monitors (BEMs) for facilities that the Contractor operates on behalf of the Government. The primary duty of the BEM is to assist the IEM in achieving the objectives of the Region Energy Conservation Program. The BEMs are required to actively participate in meetings concerning the progress of the energy conservation program.
2.10.1.1	Water Conservation Plan	The Contractor shall develop, submit and implement a Water Conservation Plan per Section F.
2.10.1.2	Energy Efficient Products	The Contractor shall use life-cycle cost analysis in making decisions about investments in products, services, construction and other projects to lower Federal Government's costs and reduce energy consumption. The Contractor shall elect lifecycle cost effective Energy Star and other energy-efficient products when acquiring energy-using products. For product groups where Energy Star labels are not yet available, select products that are in upper 25 percent of energy efficiency as designated by the Federal Energy Management Program. Use of high energy consuming tools or equipment is subject to approval by the KO prior to use.
2.10.2	Environmental Protection	The Contractor shall comply with all applicable Federal, U.S. territory, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements. All environmental protection matters shall be coordinated with the KO. Inspection of any of the facilities operated by the Contractor may be accomplished by the Installation Environmental

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Protection Coordinator, or authorized officials on a no-notice basis during Government regular working hours. The Contractor shall comply with the instructions of the cognizant Navy Medical Department with respect to avoidance of conditions which create a nuisance or which may be hazardous to the health of military or civilian personnel. The Contractor is responsible for ensuring that its employees receive applicable environmental and occupational health and safety training, and are kept up to date on regulatory required specific training for the type of work to be conducted onsite. All on-site Contractor personnel, and their subcontractor personnel, performing tasks that have the potential to cause a significant environmental impact shall be competent on the basis of appropriate education, training or experience. The Contractor shall complete a wall-to-wall inventory and baseline inspection of contractor-operated and maintained equipment, facilities, references, permits, documents, conditions and identify potential environmental concerns. The Contractor shall provide the Inventory List and Baseline Inspection Report per Section F. Informational Note: Baseline excludes Installation Restoration (IR) sites.
2.10.2.1	Sampling, Testing and Laboratory Services	The Contractor shall develop a written training plan and documentation of training for all sampling, testing, and laboratory personnel to demonstrate technical proficiency per Section F. The Contractor shall develop a written sampling plan for each sampling event and submit to the KO and COR per Section F. The sampling plan shall summarize what will be sampled, the sampling equipment expected to be used and the number and location of samples expected to obtain a representative sample. The Contractor shall re-sample, test and obtain laboratory analysis upon request and submit results to the KO and COR, at no additional cost to the Government. The Contractor shall provide collection and analytical testing of samples in accordance with the latest version of the test methods set forth in 40 CFR 261, 40 CFR 262 or Test Methods for evaluating Solid Waste, Physical/Chemical Methods, EPA Publication SW0846, and U.S. territory, Department of Environmental Protection Sampling SOPs. Only laboratories that have appropriate credentials can perform testing. In the absence of certification requirements, laboratories must be accredited for each applicable test method by a U.S. nationally recognized laboratory accreditation body, an accrediting authority approved by the National Environmental Laboratory Accreditation Program (NELAP) or the American Association for Laboratory Accreditation (A2LA) operating in accordance with ISO/IEC 17011:2004.
2.10.2.2	ODS Requirements for Refrigerant Recycling	The Contractor shall comply with all federal, U.S. territory and local environmental laws and regulations, and specifically requirements of Sections 608 and 609 of the Clean Air Act Amendments (CAAA) of 1990, 40 Code of Federal Regulation Part 82 (40 CFR 82) and of paragraph 22-3.6 (Management of Ozone-Depleting Substances) of OPNAVINST 5090.1 Environmental Readiness Program Manual, and Navy ODS Advisory 96-02 Refrigerant Leak Repair and Record Keeping as pertaining to this contract.

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Technicians shall be certified through an EPA approved program. Copies of the certifications shall be maintained at the employee's place of business and/or carried as a wallet card by the technician. All certificates shall be legible. Certifications shall be for the type of equipment they will be using (Universal Certification is preferred). Contracting Officer (KO) shall be provided a copy of all certificates. Contractor shall use only EPA approved refrigerant recovery equipment. A list of equipment including name of manufacturer, model number, serial number, date manufactured and a list of names of EPA Certified Technicians shall be provided at start of contract and whenever requested by KO. Recordkeeping shall document and demonstrate contractor compliance with regulatory and Navy requirements cited above. A Government ODS Tracking and Inventory System (OTIS) database will be provided for contractor use. Contractor may choose to use a commercially available ODS recordkeeping and tracking software if it provides similar recordkeeping and is deemed acceptable to the KO. Other methods of maintaining and tracking ODS recordkeeping requirements and compliance demonstration may be presented for consideration in lieu of using one of the above cited software if it meets regulatory recordkeeping requirements and is approved by KO. All records for work on refrigerant equipment shall contain at a minimum, the date, the technician's name, certification ID, equipment identifier and location, work performed, amount of refrigerant added or removed, and final determination of equipment status. A complete, up to date inventory of refrigerant containing equipment (maintained under this contract and Contractor owned) on board the installation shall be maintained at all times. The contractor is responsible for updating all recordkeeping software and for maintaining accurate and up to date refrigerant records. Contractor shall provide the KO with an updated copy of OTIS database or representative software data files quarterly and at conclusion/termination of contract. Contractor's ODS records shall be readily available for inspection by government and regulators Records are maintained for all refrigerant removal operations performed prior to small appliance or motor vehicle air condition appliance disposal. The recovery date, technician's name and a statement that all refrigerant that had not previously leaked was removed in accordance with 40 CFR 82 shall be included in the disposal records. A weather resistant label or tag shall be placed on units pending disposal stating harmful refrigerants and oil have been removed from the unit in compliance with Section 608 of the CAA. The label or tag shall provide the company name & address, technician name, phone number, and date refrigerant was removed. Records shall be kept for all refrigerant recovery operations/services performed on equipment that normally contains 50 pounds or more refrigerant will include the service date, service description, amount of refrigerant purchased, and amount of refrigerant added. Refrigerant leaks on equipment, which normally contain 50 pounds or more refrigerant, are repaired within 30 days of leak discovery. Leak repairs for equipment normally containing 50 pounds or more refrigerant are documented, including the date of leak discovery and date repaired, technician's name, amount of refrigerant vented, and amount purchased and

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		added. Satisfactory leak repair verification tests are documented within 30 days of repair. Records detailing accidental venting of ODS are maintained; these records shall include as a minimum the date, type, location, amount vented, and reason for venting. Records detailing the type and amount of refrigerant purchases shall be kept. Only excess Class I ODS is to be returned to DLA and not private contractors (R-11, 12, 113, 114, 500, 502). All reclaimed class I and II refrigerant shall be stored in approved containers, made for the intended purpose and transported by the Contractor to the Defense Logistics Agency (DLA) at the following address: DLA Distribution SW0400 ODS Cylinder Operations Open Shed 6 Chippenham Parkway Entrance, Gate 13 Richmond, Virginia 23297-5000 Once the Contractor has delivered the refrigerant to DLA in Richmond, the Contractor shall provide a Class I and II ODS Report per Section F. Contractor ODS records shall be available to the KO upon request.
2.10.2.3	Solid Waste Management and Recycling	Except where otherwise stated, the Contractor shall comply with the installation's Solid Waste Management Plan(s), landfill permit, and OPNAVINST 5090.1 series for Contractor generated waste. The Contractor shall submit Solid Waste Management Reports per Section F. The Contractor shall manage and operate the Precious Metals Recovery Program (PMRP) to ensure roles and responsibilities are adhered to and precious metals are economically recovered. The Contractor shall coordinate with and turn-in to the Defense Logistics Agency Disposition Services any precious metal bearing materials. The Contractor shall recycle concrete, scrap metal, tires, wooden pallets, cardboard, asphalt, yard waste and submit quarterly reports to the KO and COR with recycling weight ticket receipts per Section F.
2.10.2.4	Non-Regulated Waste Disposal	The Contractor shall dispose all wastes in accordance with all applicable Federal, U.S. territory, and local laws, regulations, and executive orders, and with base-wide instructions, standards, and permit requirements. All non-regulated waste shall be disposed of in accordance with all applicable Federal, U.S. territory, and local laws, regulations, and instructions, such as: OPNAVINST 5090.1 series, 40 CFR, etc. Disposal of all non-regulated debris and rubbish resulting from the work under this contract shall comply with the federal regulations in 40 CFR Part 258 (Subtitle D of RCRA), U.S. territory regulations, and be disposed of at appropriate off installation waste handling facilities.
2.10.2.5	Regulated Waste Disposal	The Contractor shall dispose of regulated waste in accordance with the Resource Conservation and Recovery Act and all other applicable Federal,

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		U.S. territory and local laws, regulations and instructions, such as: 40 CFR, etc. All regulated waste shall be disposed of through the Permitted Part B Facility a.k.a. Conforming Storage Facility (CSF). The Contractor shall provide waste stream determinations, per 40 CFR and complete Waste Stream Determination forms for each of the Contractor's processes that generates regulated waste. Waste Stream Determination forms shall be submitted to the KO within 30 calendar days prior to start of contract performance and within 14 days of identification of any new waste stream, per Section F.
2.10.2.6	Universal Waste	The Contractor shall collect and manage all Universal Waste generated under the performance of this contract in accordance with the applicable Federal, U.S. territory and local laws, regulations and instructions, such as: 40 CFR, the installation's 5090.1 instruction, etc. Universal Waste shall be disposed of through the installation's Part B Facility a.k.a. Conforming Storage Facility.
2.10.2.7	Spill Prevention, Containment, and Clean-up	The Contractor shall prevent, contain, clean up, and report all spills on Government property caused by the Contractor, in a manner that complies with applicable Federal, U.S. territory, and local laws and regulations and with the Installation Hazardous Waste Management Plans, Spill Prevention, Control, and Countermeasure Plans, etc. at no additional cost to the Government. The Contractor shall report all fuel and hazardous substance spills per Section F within 15 minutes of discovery by dialing 911. The Contractor shall notify the KO as soon as possible but not more than 24 hours after spill per Section F. Spill report shall be submitted within 48 hours per Section F.
2.10.2.8	Hazardous Material Management	The Contractor shall support the Consolidated Hazardous Material Reutilization and Inventory Management Program (CHRIMP). The Contractor shall submit an Emergency Planning and Community Right to Know Act (EPCRA) Report and Contractor Hazardous Material Inventory Log provided within the Forms in J-0200000-06 per Section F. The Contractor shall receive approval from the KO prior to bringing hazardous material on Government Property or prior to any other use in conjunction with this contract. For approval to use any hazardous material, allow a minimum of 10 working days for processing the request. The Contractor shall post Safety Data Sheets (SDS) at the worksite where the products are being used. Should the Government determine that a chemical the Contractor will use needs to be tracked, the Government may direct the Contractor to submit additional information in order to fulfill reporting requirements. The Contractor shall ensure that procedures are in place to deal with hazardous materials, pursuant to the FAR Clause 52.223-3, HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SAFETY DATA. Notwithstanding any other hazardous material used in this contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with EM 385-1-1 such as nuclear density meters for

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocynates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. Low mercury lamps used within fluorescent lighting fixtures are allowed as an exception without further Contracting Officer approval. Notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.
2.10.2.9	Protection of Endangered and Threatened Species (Flora and Fauna)	The Contractor shall not disturb endangered and threatened species and their habitat. The Contractor shall carefully protect in-place and report immediately to the KO endangered and threatened species discovered in the course of work. The Contractor shall stop work in the immediate area of the discovery until directed by the KO to resume work.
2.10.2.10	Noise Control	The Contractor shall comply with all applicable Federal, U.S. territory and local laws, ordinances, and regulations relative to noise control.
2.10.2.11	Salvage	All material and equipment removed or disconnected that is sound and of value shall remain the property of the Government.
2.10.2.12	Asbestos Containing Material (ACM)	Asbestos containing insulation, flooring, and other building materials may be encountered by the Contractor during the performance of work under this contract, and the Contractor shall remain alert to this possibility. If ACM is encountered or suspected in the performance of work, the Contractor shall avoid removing, sanding, abrading, or disturbing the material. The Contractor shall verbally notify the KO within one hour and follow-up with written ACM Notification within 24 hours per Section F.
2.10.2.13	Clean Air Act (CAA)	The Contractor shall comply with CAA reporting requirements established by the Title V of the Clean Air Act (CAA) and the Guam Air Pollution Control Standards and Regulations (GAPCSR), Public Law 24-322, and the Guam Air Pollution Control Act (GAPCA), Public Law 24-20, 10 Guam Code Annotated (GCA), Chapter 49, etc. The Contractor shall track Hazardous Air Pollutants on a monthly rolling average and submit semi-annual reports to the KO, COR, U.S. territory and EPA. The Contractor shall provide Hazardous Air Pollutant (HAP) monthly data, including Subcontractors, for application of coatings, solvents (including stripping solvents), adhesives, and other volatile organic compounds and/or HAPs containing material to miscellaneous parts in booths, buildings, hangars, ships, and open air surface coating operations, per Section F. The Contractor shall track all Hazardous Air Pollutants (HAPs) used in contract maintenance and repair operations. Sample form provided in J-0200000-06.
2.10.3	Sustainable Procurement and Practices	The Contractor shall develop, submit, and implement a Sustainable Procurement and Practices Plan per Section F. This plan shall identify how the Contractor will comply with all applicable Federal, U.S. territory and local laws and regulation, e.g., E.O. 13834, Energy Independence and Security Act of 2007 (EISA), Installation Energy Management Program, Water Conservation Programs, and energy reduction requirements. The plan shall specifically address the following components: • Recycled Contents Products • Energy/Water efficiency • Energy Efficient Tools and Equipment • Alternate Fuels and Alternate Fuel Vehicles • Bio-based Products • Non-Ozone Depleting Products

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		• Environmental Preferred Products and Services • Low/Non-Toxic and Hazardous Materials The Contractor shall submit an annual Sustainable Delivery of Services Report per Section F.
2.10.3.1	Environmentally Preferable Products	The Contractor shall procure and use products that are energy-efficient (Energy Star or Federal Energy Management Program (FEMP)-designated), water efficient, bio-based, environmentally preferable (e.g., Electronic Product Environmental Assessment Tool (EPEAT)-registered), non-ozone depleting, contain recycled content, or are non-toxic or less toxic alternatives, where such products and services meet performance requirements.
2.10.3.2	Use of Recovered Materials	The Government has an affirmative procurement program to promote the purchase of products containing recovered materials. The intent is to reduce the solid waste stream and conserve natural resources by establishing markets for recycled content products and encouraging manufacturers to produce quality products containing recovered materials. Participate in this program by using, for Environmental Protection Agency (EPA) designated items, recovered materials to the maximum extent practicable without jeopardizing the intended end use of the item. The percentage of recovered materials content levels for use in the performance of this contract will be, at a minimum, the amount recommended in the EPA Comprehensive Procurement Guideline (CPG) Product Index website (http://www.epa.gov/epawaste/conserve/tools/cpg/index.htm). Use of EPA designated products is not required for products that are either not available within a reasonable period of time, are not available at a reasonable price, are not available from a sufficient number of sources to maintain a satisfactory level of competition, or fail to meet performance standards based on technical verification. EPA designation of products is an on-going process. Listings of EPA designated products containing recovered materials are found in 40 CFR 247. Make recommendation and submit Recovered Material Certification, per Section F, when a product containing recovered materials is equal to or better than the original and could be used for this contract. All changes of products must be accepted by the KO before it is used.
2.10.3.3	Use of Biobased Products	The Contractor shall make maximum use of biobased products in accordance with the FAR Clause 52.223-2 -- Affirmative Procurement of BIOBASED Products Under Service and Construction Contracts. Information about these products is available at http://www.usda.gov/biopreferred.
2.11	Disaster Preparedness, Response, and Recovery	The Contractor shall comply with Joint Region Marianas Instruction 3440.17 Emergency Management Plan (JTREGMARIANASINST 3440.17 EM Plan), Joint Region Marianas Instruction 3440.17 Emergency Management Supplement (JTREGMARIANASINST 3440.17 EM Supplement), and U.S. Naval Base Guam Emergency Management Plan 3440.17B (NBG EMP 3440.17B). The Contractor shall support the installation contingency response plans as directed by the KO. The Contractor shall provide status reports per Section F.
2.12	Technical Library	Existing technical library contents, virtual and physical, such as facility drawings, operation and maintenance manuals, electronic operation and maintenance support information (eOMSI), technical manuals, maps, one-line diagrams, master metering diagrams, inventory, Standard Operating Procedures (SOPs), as-built drawings, manufacturer's drawings, warranties,

0200000 – Management and Administration		
Spec Item	**Title**	**Description**
		Government publications, record drawings, instructions, HAZMAT data sheets, utility configuration drawings, Memoranda of Understanding (MOUs), Memoranda of Agreement (MOAs), Customer Service Agreements (CSAs), and other information and material, will be furnished by the Government. The Contractor shall maintain and continually edit, revise, and update the library, virtual and physical, to ensure all data is current, complete, accurate and suitable for intended use, to include additional information and materials generated by and for the Government or means other than this contract. The Contractor shall monitor the use of the libraries to ensure materials are returned and data integrity is not compromised. The Contractor shall maintain the libraries until completion or termination of the contract and make the libraries fully accessible, during Government regular working hours, to authorized Government, Contractor, and other entities personnel and for inspection by prospective offerors for successive contracts. The technical library contents are the property of the Government and shall be turned over to the KO upon completion or termination of the contract. Prior to releasing restricted access information and materials, the Contractor shall obtain prior approval from the KO, FSCM, or COR.
2.13	Warranty Management	Prior to performing repair work, the Contractor shall report to the KO any defect in workmanship, material, or parts, and any improper installation of equipment and components that are covered by a warranty. The Contractor is responsible for knowing which equipment and components are covered by the original warranty and the warranty duration. The KO will provide available warranty documents.
2.14	Recurring Work Procedures	
2.14.1	Notification to the Government for Work Above the Recurring Work Requirements	Recurring work requirements are specified in subsequent annexes and sub-annexes. When work is expected to exceed the recurring work requirements, the Contractor shall notify the KO and provide a rough order of magnitude (ROM) estimate, per Section F, for the work exceeding the recurring work requirements within two hours of identification for further direction. The Government may incorporate the work into the contract in accordance with the CHANGES clause in SECTION I or accomplish the work by means other than this contract.
2.14.2	Recurring Work Exhibit Line Item Numbers (ELINs)	Recurring work ELINs are provided in Exhibits A-L.

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. 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 pump valves for receiving oily waste and will ensure to maintain Navy second class swimmer in accordance with CNICINST 3500.1.

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

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
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.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
3.1	Ship Movements	The Contractor shall operate and maintain support berthing equipment to ensure ship movements including simultaneous moves are fully supported in a safe and timely manner.	The Contractor shall provide services as necessary to accommodate ship schedules, 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.	Ship arrivals, berthshifts 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. 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	The Contractor shall coordinate with ships to provide Connects and Disconnects of Utilities and placement of brows and brow platforms.	Berthing and hotel services are provided within the specified time. Berthing and hotel

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
		in a safe and timely manner; proper berth and mooring assignments are based on vessel's requirements. The Contractor shall ensure timely response to vessel complaints.	Berthing and hotel services provided to ships are those 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	services are provided without accidents or malfunctions due to Contractor negligence.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			within one hour of ship's arrival. 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	Customer evaluations are satisfactory or better.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			ensure all requirements are met, 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**	**Description**		
			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**	**Description**		
			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 to ensure ship	The Contractor shall provide support craft and coordinate tug services to accommodate schedule fluctuations and multiple moves in a single day.	Ships are provided with oil containment booms upon arrival Port Security

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
		arrivals, berth shifts and departures are completed in a safe and timely manner.	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.	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 the removal via truck to support vessel requirements. e) De-fuel vessels as required.	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 responded to within established times.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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.	
3.2.1	Port Logistics	The Contractor shall coordinate loading and offloading services with the Logistic Service	The Contractor shall coordinate and arrange all activities involved in cargo handling support. This includes material-handling equipment (MHE) for the loading	On time deliveries with no delay due to scheduling or dispatch of tugs and support craft.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
		Representatives (LSR) or Husbanding Agents (HA) to ensure logistic requirements are met in a safe and timely manner.	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.	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. The Contractor shall plan, schedule and coordinate vessel movements (see Section F, Daily and Long Range Ship/Vessel Movement Plans).	Vessel movements are in accordance with the schedule. Customer evaluations are satisfactory or better. Reports are accurate and available upon request. CBSS validation is accurate. Notices of arrival are submitted for all vessels.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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 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,	Weekly harbor movement messages and weekly NBG/JRM operations briefs are submitted. Respond and forward messages as required.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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 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.	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**	**Description**		
			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 in accordance with SECNAVINST 5510.36.	Marine Band harbor radio circuits are available and functional. Respond to all radio communications.
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.	Support and participation in all drills and exercise are provided.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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.	
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 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.	Continued operations under increased force protection are provided. There are no delays of vessel movements and support due to lack of coordination with security forces.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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.	
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, 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.	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**	**Description**		
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. 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.	Support craft readily available and in position as required. Support craft services provided as scheduled.

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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 properly contained, recovered and documented as required.	The Contractor shall comply with Federal and local statutes and regulations, and with DoD policies, instructions and 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	Respond to waterborne spills within one hour during normal 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

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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: 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.	training drills and exercises.
3.3.1	Command and Control	The Contractor shall perform command and control of oil	The Contractor shall provide the following services:	Spill assessment provided within 15

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
		spill response to ensure Spills are properly responded to in a safe and timely manner.	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.	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 Boats and all associated equipment are properly navigated, function as intended, and operational to support harbor security patrols and barriers.	The Contractor shall support the opening and closing of the Port Security Barriers to allow passage 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 and associated equipment and component are 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

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			Harbor Security boats are operated by military personnel.	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 Full 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.
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	Five of Seven Harbor Security Boats will be Full Mission Capable (FMC). All plans, logs and reports are submitted as required. Preventive Maintenance (PM)

0600000 – Port Operations				
Spec Item	**Title**	**Description**		
			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 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.	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**	**Description**		
			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.	

1501000 – Facility Management	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.3	Special Requirements
2.3.1	Facility Investment Strategy
2.3.2	Management Information System (MIS)
2.4	References and Technical Documents
3	Recurring Work
3.1	Work Control
3.1.1	Service Request Reception
3.1.2	Work Induction
3.1.3	Work Order Tracking
3.2	Inventory Management
3.3	Infrastructure Condition Assessment Program (ICAP) Development
3.4	Planned Maintenance (PM) Program Development
3.5	Integrated Maintenance Program (IMP) Development
3.6	Project Development
3.6.1	Special Project Documentation Preparation
3.6.2	Site Approval Documentation Preparation
3.6.3	Project Packages
3.7	Facility Engineering Services
3.7.1	Dig Permit Services
3.7.2	Explosive Safety Submission (ESS) Services
3.7.3	Engineering Document Services
3.7.4	Weight Handling Equipment (WHE) Engineering Services
3.8	Facilities Energy Management
3.8.1	Facility Energy and Water Evaluations
3.8.2	Energy Awareness and Outreach

1501000 – Facility Management		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, materials, and equipment necessary to perform facility management services at Joint Region Marianas (JRM) on the island of Guam.
1.1	Concept of Operations	The intent of 1501000 Facility Management is to specify the requirements for facility planning and asset management services such as work control, service call reception, inventory management, Condition Based Maintenance (CBM) / Infrastructure Condition Assessment Program (ICAP) support, Planned Maintenance (PM) Program development, Integrated Maintenance Program (IMP) development, project development, facility engineering services and facilities energy management. Execution of the Integrated Maintenance Program (IMP), Planned Maintenance (PM) Program and other Sustainment, Restoration and Modernization (SRM) work are covered under 1502000, Facility Investment.

1501000 – Facility Management		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, certifications, technical knowledge, experience and skills required to provide efficient facility management services.
2.2.1	Certification, Training and Licensing	Contractor personnel shall attend mandatory training required by the Government. The Contractor's personnel who regularly engage in customer interface shall present a professional appearance and use customer interaction best practices. Contractor personnel shall complete customer service training within 30 days of assignment and attend refresher training annually thereafter. Land survey issues shall be reviewed by a registered professional Land Surveyor licensed by a U.S. state or territory. Engineers / Registered Architects 1) Provide a registered professional engineer licensed by a U.S. state or territory in each of the following disciplines: electrical, mechanical, structural and civil engineering. 2) The structural and civil engineers shall have seismic design experience. 3) Provide fire protection engineer who is a registered professional engineer licensed in the discipline of fire protection engineering by a U.S. state or territory. 4) Provide Registered Architect (R.A.) licensed by a U.S. state or territory. Construction / Building Inspectors 1) Inspectors shall have five years of experience in evaluating electrical, mechanical, structural and roofing systems. 2) Inspectors shall have safety qualifications for climbing in confined spaces, common medical gas systems, and high voltage line inspection. Unexploded Ordnance (UXO) Technician I 1) Provide an UXO Technician I who is trained and certified by an accredited institution approved by the Department of Defense Explosive Safety Board (DDESB). 2) The UXO Technician I Requirements (training and qualifications) as approved by the DDESB are provided in J-1501000-01. 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	Facility Investment Strategy	The Contractor shall support the Navy's facility investment strategy to provide efficient and effective facilities that directly support warfighter readiness at the lowest possible life cycle cost, while maintaining fully functional capabilities.

1501000 – Facility Management		
Spec Item	**Title**	**Description**
		To the greatest extent feasible, the Contractor shall support the Navy's strategic goals and efficiency initiatives and align operations to maintain synergies and interoperability with other FECs and PWDs.
2.3.2	Management Information System	The Contractor shall provide all required data for the Government's Computerized Maintenance Management System (CMMS) MAXIMO by direct entry per Annex 2. In addition to MAXIMO, the Contractor shall provide all required data for work for Naval Hospital Guam and all outlying clinics in the Defense Medical Logistics Standard Support (DMLSS) system by direct entry. Computer for DMLSS will be provided and maintained by the Government at the Naval Hospital Guam Facilities Maintenance Management Department. The Contractor shall comply with all Naval Hospital regulations regarding computer account usage. The Contractor shall input all required management/operational plans, data and reports into the Guam Network (G-Net) per Annex 2. The Contractor shall provide all maps, drawings and schematic diagrams in AutoCAD® and Geographic Information System (GIS) electronic data file format compatible with the latest Government version of AutoCAD® and GIS.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall provide facility management services to ensure real property infrastructure supports installation mission requirements.	Navy Facilities Asset Data (from iNFADS) is provided in J-0200000-02. MAXIMO Facilities Assets are provided in J-1502000-01, J-1502000-02, J-1502000-03, J-1502000-04, J-1502000-05, J-1502000-06, J-1502000-07, J-1502000-08, J-1502000-09, J-1502000-10, J-1502000-11, J-1502000-12, J-1502000-13, J-1502000-14, J-1502000-15, J-1502000-16, J-1502000-19, and J-1502000-20. The Contractor shall ensure all work affecting Building Control Systems (BCS) and related digital control systems is coordinated with the Government Facilities Operation Specialist (FOS) and comply with NAVFAC Marianas FRCS cyber security requirements and perform functional administration requirements per Annex 2. Estimated quantities for work requirements are provided in J-1501000-02. The Contractor shall notify the Regional Call Center (RCC) immediately of any deficiency observed that is an emergency and requires immediate attention. For non-emergencies, the Contractor shall submit a Deficiency Report per Section F.	Facility management services are performed as specified. Facility management services are completed within the specified time.
3.1	Work Control	The Contractor shall perform work control to ensure requests for services are properly received, identified, tracked and reported in a timely manner.	The Contractor shall establish a Regional Call Center in Marianas to receive facilities and utilities service requests from all customers. The Contractor shall utilize MAXIMO for entry and updates to service requests and work orders. The Contractor shall ensure service requests and work orders include the asset I.D. number.	Service requests are received within the specified time. Service request and work order data is complete and accurate. Service request and work order data is input within specified time.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.1.1	Service Request Reception	The Contractor shall receive service requests to ensure work requirements are properly received, prioritized, and routed for execution in a timely manner.	The Contractor shall receive service requests 24 hours per day, seven days per week by phone, electronically, through MAXIMO submission or handwritten on a form that includes all required information to properly classify the work. The Contractor shall answer all telephone calls within 20 seconds. The Contractor shall respond to alarms for critical functional areas in J-150200007 within 15 minutes of receipt. The Contractor shall properly classify service requests utilizing J-1501000-03, Proper Work Classification Playbook for Marianas and J-1501000-04, Public Works (PW) Work Type Definitions. The Contractor shall review all Emergency service requests to ensure that request falls within definition of an Emergency request. If it is NOT an emergency, reclassify the request as an Urgent or Routine service request. The Contractor shall record utility outages as directed in the Service Desk Guide for Reporting Utility System Outages.	Service requests are received within the required time. Service request data is complete and accurate. Service requests are properly classified in accordance with the Proper Work Classification Playbooks for Marianas and PW Work Type Definitions. Alarms for critical functional areas are responded to within 15 minutes of receipt.
3.1.2	Work Induction	The Contractor shall validate the work requirement and induct work to ensure service requests are properly received, identified and documented in a timely manner.	The Contractor shall validate that the work requirement is legitimate, necessary, fundable and has not been previously identified in a MAXIMO service request. The Contractor shall notify the requestor if the requirement already exists in MAXIMO.	Service request input is complete and accurate and routed as specified. Service requests are input within specified time.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall review the scope of work and verify that it is clear, understandable, and detailed enough to continue processing the work requirement. The Contractor shall coordinate with the requestor to refine or clarify the scope as required. The Contractor shall cross check with the appropriate Integrated Priority List (IPL) to ensure work is not related to a facility or asset that is slated to be replaced or renovated via a project. The Contractor shall develop a MAXIMO service request utilizing the MAXIMO User Guide within 20 minutes following receipt. The Contractor shall follow-up as necessary to collect additional information related to the service request to support proper work induction.	
3.1.3	Work Order Tracking	The Contractor shall perform work order tracking to ensure status of work orders are properly updated and work is monitored for timely completion.	The Contractor shall monitor all open work orders within MAXIMO and enter appropriate status updates through work order completion. The Contractor shall enter the actual start date, actual completion date, total direct labor, material, and equipment costs into MAXIMO for each work order. The Contractor shall submit a Weekly MAXIMO Work Order Report detailing work orders completed during the prior week and the status of all outstanding work orders per Section F.	Work order data is complete and accurate. Work order reports are submitted within specified time.
3.2	Inventory Management	The Contractor shall manage asset inventory to ensure accurate asset	The Contractor shall be responsible for all changes to asset inventory updates within MAXIMO including adding,	MAXIMO asset data is updated within 15 days of identification or

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		information is available for all work and configuration management of facility related control systems	deactivating, and updating assets. Mandatory data fields in MAXIMO that shall be populated, updated, and maintained are in NAVFAC P-501, Condition Based Maintenance (CBM) Manual, NAVFAC P-503, Planned Maintenance Guide and the MAXIMO User Guide. The Contractor shall verify asset information in MAXIMO against the asset tags to ensure the data in MAXIMO is complete, accurate and correlated with field information once every 5 years. The Contractor shall submit a list of all assets that have been verified during the reporting period in the Inventory Verification Report per Section F. The Contractor is responsible for updates to asset data for all buildings, structures and equipment regardless of whether or not they are maintained under this contract. For assets installed, removed, or replaced outside of this contract, the Contractor shall receive and validate inventory information provided by the Government and update the asset data within MAXIMO. The Contractor shall update MAXIMO upon identification of discrepancies in inventory (e.g. assets with incorrect data elements, assets that no longer exist, or assets found that are not within current inventory). The Contractor shall submit a Summary of MAXIMO Asset Changes Report per Section F. The Contractor shall ensure that assets are properly tagged. The	notification of changes. Asset data fields required in MAXIMO are complete and accurate. Asset tags are complete, accurate, readable and properly affixed to all assets. Asset tags are verified through field inspections with data in MAXIMO.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Contractor-furnished durable asset tag shall include information such as a machine readable optical label (i.e. QR code), asset number, and location. The machine readable optical label shall include other pertinent information required to induct and identify the asset being serviced per the MAXIMO User Guide. Additional asset tag requirements, format for assignment of new asset numbers, and sample asset tags are in J-1501000-05. The Contractor shall ensure assets are tagged with a service tag, as applicable. The service tag shall include the date & type of inspection, certification, and/or test performed, and the Contractor's signature. The UNIFORMAT List and general direct condition rating guidance is in NAVFAC P-501.	
3.3	Infrastructure Condition Assessment Program (ICAP) Development	The Contractor shall develop an Infrastructure Condition Assessment Program (ICAP) Plan to ensure accurate asset inventory and condition information to support Condition Based Maintenance (CBM).	The Contractor shall develop and submit a Five-year ICAP Assessment Plan per Section F to assess the buildings and structures in J-0200000-02 at least once every five years. Dynamic systems and assets are assessed at least once annually per NAVFAC P-501, Condition Based Maintenance (CBM) Manual. The Contractor shall submit an ICAP Annual Assessment Plan with Monthly Summary per Section F. An initial asset inventory will be available in MAXIMO at contract start. The general direct condition rating guidance is in NAVFAC P-501.	The Assessment Plans and Monthly Summary are complete, accurate and submitted on time

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.4	Planned Maintenance (PM) Program Development	The Contractor shall develop a Planned Maintenance (PM) Program for facilities, systems, ground structures, and other assets to ensure they are safe, fully functional, minimize breakdowns, and to maximize useful life.	The Contractor shall develop a PM Program in accordance with NAVFAC P-503, Planned Maintenance Guide and NAVFAC P-307, Weight Handling Inspection. The Contractor shall submit a Planned Maintenance (PM) Program Plan to include job plans per Section F. The Contractor shall input all PM job plans into MAXIMO. The Contractor shall not use breakdown maintenance as part of the PM program. The PM program shall provide an economical approach to manufacturers' recommended procedures, original equipment manufacturer (OEM) standards, and maintenance required to satisfy equipment warranties and keep facilities, ground structures, systems and other assets in normal working condition, minimize breakdowns, and to maximize useful life. Excessive or repeated system or equipment breakdowns or deficiencies may indicate the need to adjust or modify the Contractor's PM program.	PM Program Plan is in accordance with manufacturers' recommended procedures, OEM standards, NAVFAC P-503 and NAVFAC P-307. PM Plans are reviewed and updated annually in a timely manner.
3.5	Integrated Maintenance Program (IMP) Development	The Contractor shall develop an IMP for critical functional areas to ensure proper operation, uninterrupted services and maximize useful life.	The Contractor shall develop and submit an Integrated Maintenance Program (IMP) Plan per Section F. The IMP Plan shall include the Contractor's approach for integrated maintenance including job plans for critical functional areas, system and services shown on J-1502000-07.	The IMP Plan is in accordance with manufacturers' recommended procedures and OEM standards. IMP Plan is reviewed and updated annually in a timely manner.
3.6	Project Development	The Contractor shall develop project documentation for	The Contract shall develop project documentation for projects to include but not limited to, DD 1391 Special	Project documentation is complete and

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		the maintenance, repair, construction, and demolition of shore facilities and infrastructure to ensure requirements are properly identified in a timely manner.	Project packages, Site Approval documentation, and project statements of work (SOW). The Contractor shall develop a Plan of Action and Milestones (POAM) for each project and submit per Section F. The Contractor shall submit Project Updates per Section F and notify the KO or KO designated representative of potential delays to project milestones.	accurate as specified. Project documentation is submitted within the established POAM schedule.
3.6.1	Special Project Documentation Preparation	The Contractor shall prepare special project documentation for the sustainment, repair, or modernization of shore facilities to ensure requirements are properly identified in a timely manner.	The Contractor shall classify, prepare, update, and submit special project documentation for the maintenance, repair, minor construction, and demolition of shore facilities per OPNAVINST 11010.20, Navy Facilities Projects. The Contractor shall prepare and submit draft and final DD1391 Special Project Packages upon direction by the KO or KO designated representative per Section F. The Contractor shall be responsible for justifying data provided.	Special project documentation is complete and accurate per OPNAVINST 11010.20. Special project documentation is submitted within the established POAM schedule. Special project documentation addresses all customer project requirements.
3.6.2	Site Approval Documentation Preparation	The Contractor shall prepare project site approval documentation to ensure facility projects are properly sited in compliance with Regional Shore Infrastructure Plans (RSIPs) and land use regulations in a timely manner.	The Contractor shall prepare and submit requests for site approval documentation per OPNAVINST 11010.20; NOSSAINST 8022.22, Explosives Safety Site Approval Documentation Requirements, Submittal, Review, Approval, and Oversight Instruction and NAVFACINST 11010.45, Regional Planning Instruction (Site Approval Process) using NAVFAC Form 11010/31. For issues relating to explosives safety, site approvals shall be prepared and submitted to the Explosives Safety Officer and	Site Approval documentation is complete and accurate per OPNAVINST 11010.20, NOSSAINST 8022.22 and NAVFACINST 11010.45. Site Approval documentation are in accordance with Explosive Safety, Airfield Safety, Electromagnetic Radiation,

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Public Works Officer (PWO) for approval. The Contractor shall be submit a Site Approval Request (SAR) per Section F within the times specified in NAVFACINST 11010.45 and SARs shall not result in conflicts with land use, cause encroachment problems, or safety hazards.	Environmental and Security requirements. Site Approval documentation do not create conflicts in land use or present encroachment problems with other functions or operations.
3.6.3	Project Packages	The Contractor shall provide Project Packages for contracting execution of maintenance, repair and construction work to ensure requirements are properly identified in a timely manner.	The Contractor shall develop Project Packages to include, but not limited to, project statements of work (SOW), cost estimates, sketches, technical specifications, NEPA and site approval documents and submit the Project Package per Section F. The Contractor shall work with the KO or KO designated representative in identifying the scope of work and coordinating milestones and submission deadlines. The Contractor shall notify the client when planning documents may be required due to cost thresholds or category requirements. The Contractor shall prepare cost estimates using R.S. Means or other estimating methods approved by the KO or KO designated representative. The Contractor shall submit discipline specific drawings and details that accurately reflect existing conditions.	Project packages contain all necessary documentation for contract completion. Project Packages are completed according to established POAM. Project Packages address all client requirements. Design drawings are certified by a professional responsible in charge of work. Cost estimates are comprehensive and accurately reflect technical requirements.
3.7	Facilities Engineering Services	The Contractor shall provide facilities engineering services to ensure requirements are	The Contractor shall conduct and prepare engineering studies, analysis, investigations, inspection reports, designs, drawings, specifications, and cost estimates.	For engineering studies, at least 2 viable solutions based on in-depth analysis are submitted.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		properly identified in a timely manner.	Engineering services to include, but are not limited to, developing bill of materials, maintenance procedures, plans and schedules based on manufacturer's recommendations, equipment repair/ and replacement design, systems life cycle cost analyses and dig permit services. All facility engineering services work must comply with applicable references and technical documents listed in J-0200000-04.	Complete and accurate product is submitted by the negotiated deadline. No cost impacts or delays in project execution due to inaccurate or missing technical documentation.
3.7.1	Dig Permit Services	The Contractor shall issue accurate and timely dig permits to ensure underground utilities, structures, and historically sensitive sites are not damaged.	The Contractor shall develop and submit a Dig Permit Standard Operating Procedure (SOP) (which includes a Dig Permit Form) per Section F. The Contractor shall research, issue, approve and manage dig permit requests to include dig permits for the Contractor executed digging work. The Contractor shall properly and accurately mark the location of all underground utilities and historical and/or environmental sites that may be affected by the digging, prior to commencing action. Ground penetrating devices or sensing radar shall be used to reveal underground utilities, structures, and historical sites. Dig permits shall identify all applicable Explosive Safety Submission (ESS) compliance requirements for work orders and projects initiated under this contract. Determination of ESS compliance requirements will be based upon government maps located in the JRM ESS, Construction Support, Amendment Series. Contractor	Underground utilities, structures and historically sensitive sites are not damaged as a result of permitted digs. Dig permits are issued within 5 working days from the date the Contractor receives the request.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			shall consult with the KO or KO designated representative if there is uncertainty regarding applicability of ESS requirements based upon maps provided. The Contractor shall copy the KO or KO designated representative on all dig permits that identify ESS requirements per Section F. The Contractor shall coordinate with the KO or KO designated representative to determine requirements for digging in environmental and/or historically sensitive sites, as well as coordinate with all appropriate activity offices (e.g., NBGTS for communication lines, Government Fuel Division for fuel lines). Systems that require investigation and clearance prior to issuing the permit include: electrical, steam and hot water, water, sewerage, communication, and petroleum/fuel oil. The Contractor shall retain a copy of all dig permits issued. All dig permit information such as the logbook shall be made available to the KO or KO designated representative upon request. The Contractor shall submit a copy of Dig Requests and Dig Permits per Section F. The Contractor shall submit a Dig Permit Monthly Summary showing the number of dig permits processed for the month per Section F. Informational Note: The KO or KO designated representative will provide updated maps, as required.	

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.7.2	Explosive Safety Submission (ESS) Services	The Contractor shall ensure ESS compliance and provide ESS support in accordance with JRM ESS, Construction Support, Amendment series.	The Contractor shall provide ESS support services for work orders and projects initiated under this contract. The Contractor shall ensure compliance with ESS requirements in support of ground intrusion activities in areas not defined as low probability areas in accordance with JRM ESS, Construction Support, Amendment Series. The Contractor shall conduct either anomaly avoidance or investigation and clearance depending on the type of work to be performed. Contractor shall submit a Munitions and Explosives of Concern (MEC) Work Plan and Site-specific Work Plans per Section F. If MEC/UXO is located during performance of work, the Contractor shall proceed as per the approved work plan and immediately notify appropriate Government personnel.	ESS compliance is in in accordance with submitted plans and required regulations. ESS support services are provided within the required timeframe.
3.7.3	Engineering Document Services	The Contractor shall perform engineering document services to ensure engineering documents are complete, accurate and updated within the timeframe agreed upon by the Contractor and KO or KO designated representative.	The Contractor shall produce engineering documents such as project folders, technical, operational, and maintenance manuals, drawings, maps, Geographic Information System (GIS) data, warranties, certifications, and Facilities, Base, and asset management information. Where an electronic Operation and Maintenance (eOMSI) document is not available, the Contractor shall obtain or develop the eOMSI documents for existing equipment through coordination with manufacturers' and industry sources per Section F.	Engineering documents are complete and accurate. Engineering documents are available upon request.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall maintain all engineering documents in the Technical Library per Annex 2. Engineering documents are available upon request. Engineering documents shall belong to the Government and shall be turned over to the Government at the end of the contract.	
3.7.4	Weight Handling Equipment (WHE) Engineering Services	The Contractor shall provide WHE services to ensure engineering documents are complete, accurate and updated within the timeframe agreed upon by the Contractor and KO or KO designated representative.	The Contractor shall perform engineering services including studies, analysis, and development of design documents, specifications, cost estimates, alteration/ modifications, schedules, and plans for the Weight Handling Equipment program in accordance with NAVFAC P-307, Weight Handling Inspection, NAVCRANECENINST 11450.1, Weight Handling Equipment Acquisition, and NAVCRANECENINST 11450.2, Weight Handling Equipment Design. The Contractor shall be familiar with the requirements of NAVFAC P-307, and other mandatory references in Annex 17.	WHE documents are complete, accurate and submitted within the specified time.
3.8	Facilities Energy Management	The Contractor shall provide facilities energy management services to support the installation's energy and water consumption reduction goals established by the Region and installation's Energy Plans.	The Contractor shall support the Government's Energy Manager in executing the Energy and Water Management Plan, in conjunction with the Region and installation's Energy Plans and JTREGMARIANASINST 4100.1, Region Energy and Water Management Program. The Contractor shall use sustainable development concepts and principles to the fullest extent possible for all facility operations, maintenance	Facilities energy management services are performed as specified. Facilities energy management reports are complete and accurate. Facilities energy management services are

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			and repair work. The Contractor shall influence operations to execute the mission at the lowest possible energy usage and cost. The Contractor shall optimize the energy and efficiency of their operations without jeopardizing mission readiness.	completed within the specified time.
3.8.1	Facility Energy and Water Evaluations	The Contractor shall accomplish Facility Energy and Water Evaluations to identify energy and water efficiency measures to meet the annual reduction goals.	The Contractor shall accomplish comprehensive Facility Energy and Water Evaluations to identify energy and water efficiency measures per the Energy Independence and Security Act of 2007 (EISA 2007). The purpose of the facility and water evaluations is to achieve and maintain annual reductions in building energy use and reduce cost, as well as assessing recommissioning opportunities, or if the facility has never been commissioned, retro-commissioning opportunities. Contractor shall execute American Society of Heating, Refrigerating and Air-Conditioning (ASHRAE) Level 1 facility evaluations. Level 2 evaluations may be performed, for up to five facilities. Level 3 evaluations may be performed for up to two facilities. Contractor shall submit a Facility Energy and Water Evaluation Report of “covered” facilities to be evaluated each year per Section F. Approximately 25 percent of “covered” facilities shall be evaluated each year to ensure an evaluation of each facility is completed at least once every four years. “Covered” facilities are defined per EISA 2007, Section 432. The execution of energy and water efficiency measures, and	Facility Energy and Water Evaluation Reports are complete and accurate per Section 432 of EISA 2007. Facility Energy and Water Evaluation Reports are submitted within the specified time. Facility Energy and Water Evaluation Reports identify energy and water efficiency measures that result 2% annual reduction in usage from the previous year.

1501000 – Facility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			basic energy management practices initiatives for all facilities shall result in an overall energy cost savings to the Government or offset the cost of oil generation.	
3.8.2	Energy Awareness and Outreach	The Contractor shall provide Building Energy Monitor (BEM) Training and energy awareness outreach to support the installation's energy and water consumption goals.	The Contractor shall provide quarterly BEM Training in accordance with NAVBASEGUAMINST 4100.10, Energy Management Program. The Contractor shall develop and submit a BEM Training Presentation per Section F. The Contractor shall ensure required information on the BEMs attending the training sessions are captured on an attendance sheet. The Attendance Sheet will include the participant's name, tenant command, work email address and office telephone number. The Contractor shall submit the BEM Training Attendance Sheet per Section F. The Contractor, in coordination with the Installation Energy Manager, shall participate in October Energy Awareness month activities and provide energy awareness and outreach materials to promote energy and water conservation.	Quarterly BEM training sessions are performed as specified. BEM training session Attendance Sheets are complete, accurate and submitted within the specified time. Participation in energy awareness activities and outreach materials promote energy and water conservation.

1502000 – Facility Investment	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Personnel Maintenance Support for Naval Hospital
2.3	Special Requirements
2.3.1	Workmanship and Material Standards
2.3.2	Historical Preservation
2.3.3	Management Information System (MIS)
2.4	References and Technical Documents
3	Recurring Work
3.1	Work Orders
3.1.1	Emergency Work Orders
3.1.2	Urgent Work Orders
3.1.3	Routine Work Orders
3.1.4	Project Work Orders
3.2	Planned Maintenance (PM) Program
3.3	Integrated Maintenance Program (IMP)
3.4	Condition Assessment
3.5	Building Control Systems (BCS)
3.6	Inspection, Testing, and Certification Program
3.6.1	Boilers and Unfired Pressure Vessels (UPVs)
3.6.2	Backflow Prevention Devices
3.6.3	Vertical Transportation Equipment (VTE)
3.6.4	Water Testing
3.6.5	Cathodic and Lightning Protection
3.6.6	Fire Alarm and Suppression Systems
3.6.7	Radon Mitigation Systems
3.6.8	Lead Testing
3.6.9	Weight Handling Equipment (WHE) and Trackage
3.7	Other Recurring Services Program
3.7.1	Grease Traps
3.7.2	HVAC/Chilled Water Systems

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Facility Investment (FI) services for Joint Region Marianas (JRM) on the island of Guam.
1.1	Concept of Operations	The intent of 1502000 Facility Investment (FI) is to specify the requirements for Sustainment, Restoration, and Modernization (SRM) requirements for facilities, systems, ground structures and other assets. The Facility Investment requirements within this sub-annex primarily consist of infrastructure sustainment and minimal restoration and modernization work. Sustainment is the maintenance and repair necessary to keep an inventory of facilities, systems, ground structures and other assets in good working order. Restoration and modernization normally consists of major rehabilitation and capital improvements that is accomplished through other Navy programs. Some restoration, modernization, major repair, minor construction and stand-alone demolition may be accomplished as part of Facility Investment. This sub-annex addresses the Contractor's responsibility to maintain in good condition and to repair all facilities, systems, ground structures and other assets, and therefore allow that facilities, systems, ground structures and other assets to realize its intended useful life. Development of plans for the Planned Maintenance (PM) Program, Infrastructure Condition Assessment Program (ICAP) and Integrated Maintenance Program (IMP) are covered in 1501000, Facility Management. During the term of the contract, the Government may replace, renovate, or modify equipment, systems, facilities, components, and fixtures by means not associated with this contract. When completed, all replaced, modified, updated, modernized, or renovated equipment, systems, facilities, components, and fixtures shall be turned over to the BOS contract to be maintained, operated, and/or repaired by the Contractor within the existing requirements of the contract.

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the Facility Investment function.
2.2.1	Certification, Training and Licensing	If required by the original equipment manufacturer (OEM), maintenance and repair shall be performed by personnel trained and certified by the OEM. All maintenance trade personnel certifying or inspecting repair or maintenance work that does not require an inspector certified by a governing directive shall be qualified at the journeyman level. Personnel working on systems, equipment or components containing chlorofluorocarbons (CFCs) and/or hydro-chlorofluorocarbons (HCFCs) shall be certified under an Environmental Protection Agency (EPA) approved technical certification program per OPNAVINST 5090.2. Personnel working with or on electrical or electronic equipment shall be trained and certified per NAVFAC MO-200. Personnel working with electrical/electronic equipment must meet all the qualifications in 29 CFR Section 1910. These include, but are not limited, to CPR and successful completion of Electrical Safety training. Personnel conducting ordnance ground safety checks shall be certified per NAVSEA OP-5. Personnel performing inspections and tests on VTEs shall be qualified per NAVFAC MO-118, ANSI B153.1 and ASME A17.1. Personnel performing inspections and tests on VTEs shall not be employed by a contractor presently performing any type of work on the VTE to be inspected and certified. Personnel inspecting, witnessing tests, preparing reports, and issuing certificates for boilers and UPVs shall be qualified per UFC 3-430-07. A contract inspector shall not be an employee of a contractor utilized to operate or maintain the equipment to be certified. A contract inspector may not report directly to the boiler operations or maintenance supervisor in any capacity of their employment. Personnel inspecting, certifying, and making recommendations for corrective action for backflow preventers shall be certified per UG-2029-ENV. Personnel testing the backflow prevention assembly shall obtain certification from an institution recognized by the American Backflow Prevention Association. Personnel maintaining, repairing, inspecting, testing, operating, or rigging WHE shall be qualified per NAVFAC P-307, Management of Weight Handling Equipment. Personnel inspecting and testing crane trackage shall be qualified per

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
		NAVFACINST 11230.1. Personnel working on security systems and equipment shall be National Institute for Certification in Engineering Technologies (NICET) Level III certified in Video Security Systems Technician. Fire Protection services shall be managed by a qualified individual who is NICET level III certified in fire alarm or NICET level III certified in special hazards systems. The Fire Protection Services Manager shall provide daily supervision over all Fire Protection Services. The NICET level III certified Fire Protection Services Manager shall be on-site during the Government's regular working hours and shall be available on-site within one hour after the Government's regular working hours. Personnel working on fire protection systems shall be certified in accordance with the requirements below: **Fire Alarm Systems:** • Fire Alarm: NICET Level II certification in Fire Alarm Systems. • Detection and releasing systems for Special Hazard Systems such as those found in aircraft hangars and computer server rooms: NICET Level II certification in Special Hazard Systems **Water Based Suppression Systems:** • Wet Pipe and Dry Pipe Sprinklers: NICET Level II certification in Inspection and Testing of Water Based Systems. • Pre-Action, Deluge, Foam and Antifreeze Systems: NICET Level III certification in Inspection and Testing of Water Based Systems. **Special Hazard Systems:** • Clean Agent, CO2 and Combination Detection/Releasing Systems: NICET Level II certification in Special Hazard Systems. **Pre-Engineered Kitchen Fire Extinguishing Systems:** • NICET Level II certification in Special Hazards Suppression Systems or certified by ICC/NAFED in Pre-Engineered Kitchen Fire Extinguishing Systems. The service technician shall have the applicable manufacturer's design, installation, and maintenance manual and service bulletins. Less qualified personnel may assist NICET Levels II and III certified personnel in the execution of inspection, testing, maintenance and repair task. At no time shall less qualified personnel be allowed to execute inspection, testing, maintenance and repair task without a qualified NICET Level II or III certified person physically present within the same facility where the inspection, testing, maintenance and repair task are being executed. Personnel requiring access to Trane Tracer Summit or Trane Tracer ES building automation systems shall have completion certificates for Trane Summit 101, Trane Tracer Summit 102, Trane Tracer SC, and Tracer ES Operations Courses.

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
		Personnel performing work on transformers shall be knowledgeable of proper procedures for handling and disposing of insulating fluid containing polychlorinated biphenyls (PCBs). Personnel performing work in HAZMAT/HAZWASTE shall complete the HAZMAT/HAZWASTE handling course or have a minimum of one year of experience working with HAZMAT/HAZWASTE and meet or exceed training requirements per 40 CFR 265.16. Personnel performing work and obtaining test data on the cathodic protection system must be trained per UFC 3-570-06. Personnel inspecting tanks and berms shall meet qualification requirements defined by 40 CFR 112. 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	Workmanship and Material Standards	The Contractor shall be responsible for maintaining all facilities, systems, ground structures and other assets, identified in this technical sub-annex, to a standard that prevents deterioration beyond that which results from normal wear and tear and corrects deficiencies in a timely manner to assure full life expectancy of the facilities, systems, ground structures and other assets. Best commercial practices shall be applied in the performance of work. All work shall be completed per approved and accepted industry and equipment manufacturers' standards and shall comply with building and safety codes, applicable activity, local, state, and federal regulations, and other technical requirements identified within this technical sub-annex. Workmanship for maintenance and repair shall include all work necessary to complete facility and system restoration, including touch-up painting and operational checks. Upon completion of work, the Contractor shall ensure all facilities, systems, ground structures and other assets are free of missing components or defects which would affect the safety, appearance, or habitability of the facilities, systems, ground structures and other assets or would prevent any electrical, mechanical, plumbing or structural system from functioning in accordance with design intent. Repairs shall be made in accordance with the manufacturers' specifications and guidelines, and standard building codes. The quality of repairs shall meet the applicable standards and shall prevent any malfunction reoccurrences caused by poor workmanship or other contractor inadequacies. The quality of the repaired areas shall be fully compatible with adjacent surfaces or equipment. Except where otherwise specified, replacements shall match existing in dimensions, finish, color, design, and functionality and shall have an appearance similar to the original finished appearance with only minor unobjectionable deterioration resulting from normal use. The Contractor shall not allow debris to spread unnecessarily into adjacent areas nor accumulate in the work area. All such debris, excess material, and parts shall be cleaned up and removed at the completion of the job and at the end of each day work is in progress. Upon completion of work, any stains and other unsightly marks shall be removed.

1502000 – Facility Investment		
Spec Item	**Title**	**Description**
2.3.2	Historical Preservation	Buildings and facilities designated as historical sites shall be maintained in accordance with Federal, state, and local historical policies and regulations.
2.3.3	Management Information System (MIS)	The Contractor shall manage asset inventory, Planned Maintenance (PM) and job plans, and induct all work performed under this contract directly into the Government's Computerized Maintenance Management System (CMMS) MAXIMO by direct entry per Annex 2. In addition to MAXIMO, the Contractor shall provide all required data for work for Naval Hospital Guam and all outlying clinics in the Defense Medical Logistics Standard Support (DMLSS) system by direct entry. Computer for DMLSS will be provided and maintained by the Government at the Naval Hospital Guam Facilities Maintenance Management Department. The Contractor shall comply with all Naval Hospital regulations regarding computer account usage. The Contractor shall input all required management/operational plans, data and reports into the Guam Network (G-Net) per Annex 2.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall provide Facility Investment services to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition, and function properly in accordance with specified standards.	The Contractor shall perform work orders, planned maintenance (PM), projects, inspection, testing, and certification and other recurring services to sustain, restore and modernize facilities, systems, ground structures, and other assets. Estimated quantities for work requirements are provided in J-1502000-18. The Contractor shall ensure all systems or components being serviced, inspected or tested are properly tagged with a machine readable optical label in accordance with Annex 1501000. Navy Facilities Asset Data (from iNFADS) is provided in J-0200000-02. MAXIMO Facilities Assets are provided in J-1502000-01, J-1502000-02, J-1502000-03, J-1502000-04, J-1502000-05, J-1502000-06, J-1502000-07, J-1502000-08, J-1502000-09, J-1502000-10, J-1502000-11, J-1502000-12, J-1502000-13, J-1502000-14, J-1502000-15, J-1502000-16, J-1502000-19, and J-1502000-20.	Facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly in accordance with specified standards.
3.1	Work Orders	The Contractor shall perform work orders in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly	The Contractor shall receive work orders from the Government's MAXIMO in accordance with the work reception requirements in Annex 2. The Contractor shall document each work order to the asset being serviced in MAXIMO. The Contractor shall schedule and perform work orders in a way that minimizes work order backlogs and disruptions to customers and Government operations.	Work orders are responded to and completed within the specified time and standards. Facilities, systems, ground structures and other assets are fully functional, in normal working condition and functional properly in accordance with OEM specifications, including

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		in accordance with specified standards.	The Contractor shall maintain sufficient materials and equipment on hand to perform work order requirements. Lack of availability of material or equipment will not relieve the Contractor from the requirement to complete work order within the time limits specified. The Government may combine multiple repair requirements received for the facility, system, ground structure or other asset at the same time into one work order. Work orders will include a wide variety of work. Sample of historical work order data is provided in J-1502000-17. Historical work order data associated with contracts prior to this solicitation may not be representative of requirement specified. The Government makes no warranty, express or implied, or assumes any legal liability or responsibility for the accuracy, completeness, or usefulness of the historical work data. The Contractor shall establish an electronic Customer Satisfaction Survey. The Contractor shall perform all facility WHE, cranes, and trackage maintenance and repairs in accordance with NAVFAC P-307, Management of Weight Handling Equipment. The Contractor shall comply with NAVFAC P-502, Asbestos Program Management as well as Federal, state, and local regulations for all work involving asbestos.	recertification if applicable. When work order is complete, the facilities, systems, ground structures and other assets do not present danger to personnel or equipment. Work is documented at the asset level in MAXIMO. Interruption of services shall not exceed 15 working days. Achieve Satisfactory rating on the Customer Satisfaction Survey. Generators with automatic switchgear activated to restore electrical power within five minutes following loss of power. No open work orders past 30 days. No changes to network or controller devices on networked HVAC systems without following NAVFAC Marianas change management plan and SOP. The Monthly Work

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall perform all facility compressed air systems maintenance, repairs, tests, and certification in accordance with NAVFAC MO-206. The Contractor shall perform all facility generators, auxiliary generators, and standby power systems maintenance, repairs, tests, and certification in accordance with NAVFAC MO-912 and UFC 3-540-07. Maintenance shall include periodic startup, run and load test of all generators to ensure operability. The Contractor shall activate generators with automatic switchgear to restore electrical power within five minutes following loss of power. The Contractor shall re-lamp and make necessary repairs to interior and exterior lighting systems per UFC 3-530-01. The Contractor shall perform testing and balancing activities for all repairs to HVAC systems. Reference UFC 3-410-01 for design, maintenance and alteration of HVAC systems. The Contractor shall comply with NAVFAC Marianas FRCS cyber security requirements and perform functional administration requirements per Annex 2, UFC 4-010-06 and SECNAVINST 5239.22. The Contractor shall comply with NAVFAC Marianas change management plan and SOP when changes occur on network or controller devices on a networked HVAC system. The Contractor shall submit the Monthly Work Schedule per	Schedule and Recurring Work Summary Report are complete, accurate and submitted on time.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Section F. The Contractor shall submit a Recurring Work Summary Report per Section F.	
3.1.1	Emergency Work Orders	The Contractor shall perform emergency work orders in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly in accordance with specified standards.	The Contractor shall perform emergency work orders 24 hours a day, seven days a week throughout the contract period. The Contractor shall respond to emergency work orders with the appropriate service personnel and equipment to commence work immediately. The emergency work order is complete once the emergency has been arrested. The Contractor shall notify the KO or KO designated representative of any additional work require to complete the repair and restore the facility, systems, ground structures systems, ground structures and other assets to its normal operating condition. The KO or KO designated representative may issue an urgent, routine, or project work order for the follow-on work required to repair/restore the facility, systems, ground structures and other assets. The follow-on work shall be documented as part of the equipment discrepancy report per Section F. The Contractor shall remain at the work site until the emergency has been arrested.	Emergency work orders responded to within one hour of receipt. Emergency work orders are arrested within 24 hours of receipt. Work is continued without interruption until emergent condition is arrested and damage to facilities, systems, ground structures, other assets and personnel is mitigated.
3.1.2	Urgent Work Orders	The Contractor shall perform urgent work orders in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground	The Contractor shall perform urgent work orders to repair deficiencies without extended delay, therefore preventing further damage to facility, systems, ground structures and other assets.	Urgent work orders are completed within five working days.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		structures and other assets are fully functional, in normal working condition and function properly in accordance with specified standards.		
3.1.3	Routine Work Orders	The Contractor shall perform routine work order in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly in accordance with specified standards.	The Contractor shall perform routine work orders to repair deficiencies to facilities, systems, ground structures and other assets to normal working condition. The Contractor shall not use routine work orders for visual inspections or as part of project work order support. Performance of routine work orders is not required outside of Government regular working hours.	Routine work orders are completed within 30 calendar days.
3.1.4	Project Work Orders	The Contractor shall perform project work order in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly in accordance with specified standards.	The Contractor shall develop a Plan of Action and Milestones (POAM) for each project and submit per Section F for KO or KO designated representative concurrence. The Contractor shall prepare all required documentation required to perform project work orders. The Contractor shall provide Monthly Project Work Order Updates per Section F and notify the KO or KO designated representative of potential delays to project milestones.	Project orders are completed within specified time as agreed to in the POAM. Project status updates and notifications are timely and accurate.
3.2	Planned Maintenance (PM) Program	The Contractor shall perform Planned Maintenance (PM) work orders in a timely manner to accomplish any	The Contractor shall perform PM in accordance with NAVFAC P-503, Planned Maintenance Guide and NAVFAC P-307, Management of Weight Handling Equipment.	Planned Maintenance is completed in accordance with the approved job plans and schedule.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		work identified within the entire boundary of the installation to ensure facilities, systems, ground structures, and other assets are safe and fully functional.	The Contractor shall update and field verify the PM asset inventory data and Condition Based Maintenance (CBM) Condition Index (CI)/Direct Condition Rating (DCR) in MAXIMO for accuracy and completeness as part of the PM Program. The Contractor shall identify any system discrepancies and follow-on required repairs noted while performing PM and document cause of failure/failure modes in MAXIMO. Informational note: Development of the PM Program Plan is in 1501000, Facility Management.	PM is performed in accordance with manufacturers' recommended procedures and OEM standards. PM asset and CI are updated and field verified for accuracy and completeness annually. All required and recommended PM MAXIMO fields are accurate and complete in MAXIMO.
3.3	Integrated Maintenance Program	The Contractor shall perform maintenance for critical functional areas to ensure proper operation, uninterrupted services and maximize useful life.	The Contractor shall perform maintenance of critical functional areas in accordance with approved Integrated Maintenance Program (IMP) Plan. The Contractor shall maintain uninterrupted services to critical functional areas, systems and services shown on J-1502000-07, except as approved by the KO or KO designated representative for scheduled maintenance. The Contractor shall obtain KO or KO designated representative approval at least 15 working days prior to commencement of scheduled maintenance of any planned interruption of services to critical functional areas. The Contractor shall induct and document all IMP work for emergency, urgent, routine, planned maintenance, project and other recurring work in MAXIMO, G-Net and DMLSS (for Naval Hospital work only).	Work is completed in a timely manner per the IMP Plan. Zero unscheduled interrupted services during maintenance work. Generators and standby power activated to restore electrical power to maintain continuous uninterrupted services. All work is properly inducted, tracked and updated in MAXIMO and DMLSS and G-Net.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall provide Heating, Ventilation and Air Conditioning (HVAC) and Direct Digital Control (DDC) personnel support at the Naval Hospital 24 hours per day, 7 days a week. Naval Hospital standby power plant shall conform to The Joint Commission (TJC) standard. The Contractor shall provide the Monthly IMP Maintenance Schedule and Repair Status per Section F. The Contractor shall provide the generator logs and test results per Section F. Informational note: Development of the IMP Plan and response to IMP alarms is in 1501000, Facility Management.	
3.4	Condition Assessment	The Contractor shall assess and document asset condition for equipment to ensure accurate condition information is available for Infrastructure Condition Assessment Program (ICAP) and Condition Based Maintenance (CBM).	The Contractor shall perform condition assessments on all facilities, systems, ground structures and other assets are maintained in specified buildings in accordance with the ICAP Assessment Plans specified in 1501000, Facility Management. The Contractor shall assess equipment condition annually and document the characteristic meter readings within MAXIMO. Condition assessments shall also be updated after equipment/assets have been repaired or replaced and any time a significant change in condition is noted. The UNIFORMAT List and general direct condition rating guidance is in NAVFAC P-501, Condition Based Maintenance (CBM) Manual.	Characteristic Meter Reading updates and Condition Index for all equipment do not exceed 365 days. Characteristic Meter Reading data fields required in MAXIMO are complete and accurate. Direct Condition Rating (DCR) and Condition Index (CI) in MAXIMO are reflective of current asset condition and status.
3.5	Building Control	The Contractor	The Contractor shall control,	All equipment,

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
	Systems (BCS)	shall operate, maintain, and monitor BCS and associated facilities Direct Digital Control (DDC) and connections to ensure proper system operations and facility environments are maintained.	monitor, and configure settings for BCS/DDC systems in accordance with OEM and American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE) requirements to maintain proper system operations and environment. The Contractor shall monitor and respond to alarms/alerts generated by BCS/DDC systems and troubleshoot as necessary. The Contractor shall identify system deficiencies and submit a deficiency report per Section F. The Contractor shall immediately begin work to arrest emergency systems deficiencies. The Contractor shall ensure temperature settings and humidity controls are in accordance with OEM design standards. The Contractor shall perform inspections and operational maintenance tasks for BCS/DDC including point-to-point check out, sensor calibration and software updates/back up.	including controls, sensors and detection devices are calibrated to ensure accurate readings. BCS/DDC system alarms/alerts responded to within 15 minutes for Critical Functional Areas and systems and 2 hours for other systems. Facilities systems are operating in accordance with OEM. Proper facility environments are maintained in accordance with ASHRAE.
3.6	Inspection, Testing, and Certification	The Contractor shall provide inspection, testing, and certification services in a timely manner to accomplish any work identified within the entire boundary of the installation to ensure facilities, systems, ground structures and other assets are fully functional, in normal working condition and function properly in accordance with	The Contractor shall perform inspection, testing and certification as required to ensure continuous systems operation and no interruption of service. The Contractor performing certification services shall not be the same organization or personnel performing maintenance, operation, or testing of certified systems. The Contractor shall provide 5 days advanced notification to the KO or KO designated representative when systems are ready for testing and certification for coordination	All certifications are current. Testing, inspection, and certification services performed and completed in accordance with the inspection, testing, and certification program and schedule. Testing, inspection, and certification services performed in accordance with applicable references.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		specified standards.	with the Government provided inspector. The Contractor shall provide an Inspection, Testing, and Certification Schedule per Section F. The Contractor shall provide an Inspection, Testing and Certification Summary Report per Section F. The Contractor shall provide system certification certificate per Section F.	
3.6.1	Boilers and Unfired Pressure Vessels (UPVs)	The Contractor shall prepare, test, inspect, and certify Boiler and UPVs to ensure they are safe, fully functional, and operational.	The Contractor shall prepare boilers and UPVs for testing, inspection, and certification in accordance with UFC 3-430-07. The Contractor shall immediately void any boiler inspection safety certificates upon the discovery of a safety deficiency regardless of the expiration date on the certificate. The certificate will again be valid only after the deficiency has been corrected by the Contractor and the boiler has been re-certified. The Contractor shall thoroughly clean and prepare the system boilers and UPVs for testing and certification and assist the 3rd Party Certified Boiler Inspector in performing the testing for certification. Support includes but not limited to boiler shutdown, lockout/tagout, draining/filling boiler, opening/closing steam and mud drums, and providing confined space attendant when necessary. The Contractor shall refrain from cleaning or altering the boiler watersides prior to the 3rd Party Certified Boiler Inspector's borescope inspection.	Testing, inspection, and certification of boilers and UPVs performed and completed in accordance with the Inspection, Testing, and Certification Program and Schedule. Boilers and UPVs promptly returned to service upon issuance of certification. Boilers and UPVs are inspected, tested, and certified in accordance with UFC 3-430-07.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall prepare Inspection Reports and Inspection Certificates for boilers and UPVs per Section F.	
3.6.2	Backflow Prevention Devices	The Contractor shall prepare, inspect, test, and certify backflow prevention devices to ensure they are safe, fully functional, and operational.	The Contractor shall comply with inspection, testing, and certification requirements of the applicable regulatory agency and UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1. The Contractor shall prepare Inspection Reports and Inspection Certificates for backflows and cross connections per Section F.	Testing, inspection, and certification of backflow prevention devices performed and completed in accordance with the Inspection, Testing, and Certification Program and Schedule. Backflow prevention devices are certified in accordance with UFC-3-230-02, UG-2029-ENV, and OPNAVINST 5090.1.
3.6.3	Vertical Transportation Equipment (VTE)	The Contractor shall prepare, inspect, test, and certify all VTE systems to ensure they are safe, fully functional, and operational.	The Contractor shall prepare, inspect, test and certify VTE in accordance with NAVFAC MO-118, ANSI B153.1 and ASME A17.1. The Contractor shall submit the Inspection and Test Report for Vertical Transportation Equipment (VTE) per Section F.	VTE inspection, testing, and certification is completed when due. Inspection, testing, and certification of VTE performed and completed in accordance with the inspection, testing, and certification program and schedule. VTE inspected, tested, and certified in accordance with NAVFAC MO-118, ANSI B153.1 and ASME A17.1.
3.6.4	Water Testing	The Contractor shall provide water testing services for boilers, UPV, and	The Contractor shall test, analyze and treat chilled water to retain required chemistry and standards.	Water met quality standards and demand requirements in

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		HVAC systems to ensure they are safe, fully functional, and operational.	The Contractor shall maintain chilled water chemistry to pH 7.0 – 9.0, nitrite 500-1000 ppm as NO2. The Contractor shall maintain cooling tower water to corrosion rate no greater than 2.5 mil per year for mild steel and .3 mil per year for copper and copper nickel. The Contractor shall not use chromium and acid for cooling tower water treatment. The Contractor shall test and treat boiled water in accordance with UFC 3-240-13. The Contractor shall maintain boiled water within limits specified in Section 3120 of NAVFACINST 11300.37. The Contractor shall provide water testing reports per Section F.	accordance with UFC 3-240-13 and NAVFACINST 11300.37. Water contained no biological threats, corrosion, scaling, erosion or algae. Water chemistry is maintained within required parameters. No calcium carbonate or calcium sulfate scale. No suspended solid deposit within exchange. Test results confirm water met the chemical residual limits.
3.6.5	Cathodic and Lightning Protection	The Contractor shall prepare, inspect, test, and certify cathodic and lightning protection devices and facilities to ensure they are safe, fully functional, and operational.	The Contractor shall prepare, maintain, inspect, and test cathodic protection systems and facilities in accordance with UFC 3-570-06 and PACNAVFACENGCOMINST 9633.1. Grounding points shall be tested in accordance with CNATRAINST 11130.2, MIL-HDBK-274 and NAVSEA OP-5. The Contractor shall repaint the identification and marking of grounding points semi-annually. The Contractor shall submit the Lighting Protection and Grounding System Report per Section F.	Cathodic and lightning protection systems are clearly identified and tests are performed in accordance with UFC 3-570-06, CNATRAINST 11130.2, MIL HDBK-274, PACNAVFACEN GCOMINST 9633.1, and NAVSEA OP-5.
3.6.6	Fire Alarm and Suppression Systems	The Contractor shall prepare, inspect, test, and	The Contractor shall prepare, maintain, inspect, and test fire alarm systems and facilities in	Inspections, testing, and maintenance of fire

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		certify fire alarm and suppression systems, devices and facilities to ensure they are safe, fully functional, and operational.	accordance with UFC 3-600-02, NFPA 2001, and NFPA 25. The Contractor shall notify the Fire Department, Security Department, and facility inhabitants prior to performing work on the fire alarm systems. The Contractor shall provide fire alarm and suppression systems testing reports per Section F.	alarm and suppression systems performed in accordance with UFC 3-600-02, NFPA 2001, and NFPA 25.
3.6.7	Radon Mitigation Systems	The Contractor shall prepare, inspect, test, monitor and certify radon mitigation systems, devices and facilities to ensure they are safe, fully functional, and operational.	The Contractor shall prepare, maintain, inspect, test and monitor radon mitigation systems and facilities in accordance with OPNAVINST 5090.1 The Contractor shall test and document radon levels for newly constructed, renovated, and repaired facilities. The Contractor shall mitigate buildings that have elevated radon levels to reduce radon levels to below EPA and NAVRAMP action level (less than 4pCi/L) The Contractor shall provide radon mitigation plan and report per Section F.	Inspections, testing, and maintenance of radon mitigation systems performed in accordance with OPNAVINST 5090.1.
3.6.8	Lead Testing	The Contractor shall provide lead testing services for drinking water coolers, fountains, and outlets to ensure they are safe, fully functional, and operational.	The Contractor shall test all drinking water coolers, fountains and outlets for lead when a water cooler, fountains, and outlets are repaired, maintained, or replaced per EM-385. The Contractor shall provide lead testing report per Section F.	Lead testing is in accordance with EM-385. Water met quality standards and demand requirements in accordance with standards.
3.6.9	Weight Handling Equipment (WHE) and trackage	The Contractor shall inspect, test, and certify facility WHE and trackage to ensure they are safe, fully functional, and operational.	The Contractor shall comply with all Federal requirements and NAVFAC P-307, Management of Weight Handling Equipment, to properly test and maintain the facility WHE and trackage. The Contractor shall perform	Testing, inspection, and certification of WHE performed and completed in accordance with NAVFAC P-307. Trackage are inspected, tested,

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			load tests and associated operations for certification in the presence of the certifying official. The contractor shall utilize a third party certification for cranes specified in Appendix M of NAVFAC P-307. The Contractor shall comply with NAVFACINST 11230.1 for the inspection, certification, and audit of trackage. The Contractor shall submit the WHE and trackage certification of load test and condition inspection report per Section F. (Include file in equipment history jacket.)	and certified in accordance with NAVFACINST 11230.1.
3.7	Other Recurring Services Program	The Contractor shall perform recurring services for facilities, ground structures, personal property equipment and installed equipment and systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor shall submit an Other Recurring Services Program Summary Report per Section F.	Other recurring services are accomplished in a timely manner and in accordance with standards. Services are performed in accordance with manufacturers' recommended procedures and OEM standards.
3.7.1	Grease Traps	The Contractor shall clean designated grease traps and remove and dispose of grease to ensure grease traps function properly.	The Contractor shall inspect, clean and maintain grease traps monthly. The Contractor shall provide chemical treatment to grease traps and sanitary lines connections to keep lines clear of buildup and prevent clogging after cleaning. Product used in the treatment of grease trap and piping shall be organic, non-toxic, non-flammable and biodegradable. The Contractor shall dispose of grease in accordance with environmentally approved procedures.	Grease traps are cleaned and maintained as scheduled. Grease traps and piping are clean and free of grease on baffles, perforated surfaces, and all other removable parts and function to meet the intended purpose.

1502000 – Facility Investment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.7.2	HVAC/Chilled Water Systems	The Contractor shall maintain HVAC/Chilled Water Systems to ensure systems are fully functional, in normal working condition and function properly in accordance with specified standards.	The Contractor shall make all recorded data and measurements required by the maintenance plans available at all times. The Contractor shall maintain an adequate inventory of chemicals and materials required to treat cooling towers and chilled water systems and to sustain plant operations. The Contractor shall maintain and operate chilled water systems in accordance with Recurring work requirements (E/U/R/PM, Project), UFC 3-240-13, NAVFAC P-458 Vol II-7, NAVFACINST 11300.37A, NFPA, NETA, NEC, ASHRAE, ARI and OEM standards. The Contractor shall retain and maintain system safety redundancy. Except in an emergency, the Contractor shall not by-pass or disable safety devices. The Contractor shall not remove or alter a system safety or redundancy without prior KO or KO designated representative approval. The Contractor shall perform equipment and instrumentation calibration with test equipment calibrated to National Institute for Standards and Technology (NIST) Standards in accordance to National Conference of Standards Laboratories ANSI-NCSL Z540-11994.	HVAC/chilled water plants, equipment and distribution lines are maintained in accordance with required UFC 3-240-13, NAVFAC P-458 Vol II-7, NAVFACINS 11300.37A, NFPA, NETA, NEC, ASHRAE, ARI and OEM standards. HVAC/Chilled Water provided without interruption to meet required demand. No downtime on the HVAC/Chilled Water Systems. Test equipment and instrument calibration are maintained to National Institute for Standards and Technology (NIST) Standards in accordance to National Conference of Standards Laboratories ANSI-NCSL Z540-11994 standards.

1601000 – Utility Management	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Key Personnel
2.2.2.1	Utility Manager
2.2.2.2	Utility Liaison
2.3	Special Requirements
2.3.1	Management and Information System (MIS)
2.4	References and Technical Documents
3	Recurring Work
3.1	Utility Work Orders
3.1.1	Emergency Work Orders
3.1.2	Urgent Work Orders
3.1.3	Routine Work Orders
3.2	Utility Operations Management
3.2.1	Utilities Mapping
3.2.2	Utility Outage Scheduling and Coordination
3.2.3	Meter Reading
3.2.3.1	Utility Billing
3.2.4	Utility Escort Services
3.2.5	Environmental Sampling and Analytical Services
3.2.6	Utilities and Energy Management (UEM) Operations Support
3.2.7	Operating Records, Logs, Reports and Procedures
3.3	Utility Infrastructure Condition Assessment Program (UICAP) Support
3.3.1	Inventory Management
3.3.2	Condition Assessment
3.4	Utility Control Systems (UCS)
3.4.1	Operation
3.4.2	Maintenance and Repair

1601000 – Utility Management		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment to perform utilities management services at Joint Region Marianas on the island of Guam.
1.1	Concept of Operations	The Contractor shall operate, maintain, repair, monitor and analyze utility production and distribution systems, meet customer demands and requirements of all operating permits to include the National Pollutant Discharge Elimination System (NPDES) and the water quality standards of the Safe Drinking Water Act (SDWA), as well as applicable laws, regulations and standards to maximize system availability, reliability and sustainability. Coordinate operations with specific environmental compliance oversight, reporting and permit renewal requirements. Ensure that the Government is apprised of any situations of non-compliance. The Government will coordinate the interface with regulatory agencies. Provide multi-discipline engineering and technical services to operate, maintain and repair utility production and distribution systems as specified under Annex 15 and under this annex. Plan, prepare and perform emergency operations and measures. Continue to operate and maintain utility systems during periods of contingencies and recovery operations. Utility location of services are listed in Navy Facilities Asset Data (from iNFADS) J-0200000-02. Utility boundaries for services shall be in accordance with NAVFAC P-603 Utilities Infrastructure Management Manual.

1601000 – Utility Management		
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	The Contractor shall provide personnel with the qualifications, certifications, technical knowledge, experience and skills required to perform utility management services.
2.2.1	Certification, Training and Licensing	The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current.
2.2.1	Key Personnel	
2.2.1.1	Utility Manager	The Contractor shall provide a Utility Manager whose primary responsibility is to oversee the business and operations of all utility systems and ensure all utility systems are operated and maintained in accordance with contract requirements. The Utility Manager or designated alternate shall be onsite during the Government's regular working hours and shall be available onsite within one hour after the Government's regular working hours. The Utility Manager shall have a minimum of five years of experience managing utility systems of similar size and complexity and shall possess a Bachelor Degree in Science or Engineering from an accredited university. The Utility Manager shall not occupy more than one personnel position at the same time.
2.2.1.2	Utility Liaison	The Contractor shall provide a Utility Liaison whose primary responsibility is to ensure utility work is accomplished in accordance with J-1601000-01. The Utility Liaison shall be onsite during the Government's regular working hours and shall be available onsite within one hour after the Government's regular working hours. The Utility Liaison shall have a minimum of three years of experience managing utility systems of similar size and complexity and shall possess a Bachelor Degree in Science and Engineering from an accredited university. The Utility Liaison shall not be the same person as the Utility Manager.
2.3	Special Requirements	
2.3.1	Management and Information System (MIS)	The Contractor shall provide all required data for the Government's Computerized Maintenance Management System (CMMS) MAXIMO by direct entry per Annex 2. In addition to MAXIMO, the Contractor shall input and process information for Centralized and Integrated Reporting for the Comprehensive Utilities Information Tracking System (CIRCUITS®) and its associated modules and applications, which is the Government's web-based system for the comprehensive utilities information tracking. The utility consumption data shall be provided in the format of the software programs for dBase® and "DAT" (ASCII) files. The Contractor shall input all required management/operational plans, data and reports into the Guam Network (G-Net) per Annex 2. Maps, drawings and schematic diagrams shall be provided in latest AutoCAD® and Utility Geographic Information System (GIS) electronic data

1601000 – Utility Management		
Spec Item	**Title**	**Description**
		file format or format compatible with the latest Government version of AutoCAD® and Utility GIS.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall provide utility management services to ensure real property infrastructure supports the mission of the warfighter.	The Contractor shall be knowledgeable of and comply with installation utilities management reporting and coordination requirements, such as: a) NAVFAC P-603 Utilities Infrastructure Management Manual. b) NFPA c) NAVFAC ESAFE d) NAVFAC PWUC Criteria e) UFC f) NAVFAC Utilities GIS Data Sustainment (UGDS) Guide g) NAVFAC UICAP Sustainment. The current MAXIMO Utilities Assets are provided in J-1601000-02. Navy Facilities Asset Data (from iNFADS) is provided in J-0200000-02. Provide proactive management and macro-outlook of the utility production and distribution systems. Analyze unusual conditions, system/component conditions, operations and capabilities, water production, consumption, total volume storage, and system pressure and losses to determine utility production and distribution systems' performance while improving system availability and effectiveness.	Utility management services are performed as specified. Utility management services are completed within the specified time.
3.1	Utility Work Orders	The Contractor shall perform utility work orders in a timely manner to ensure utility systems and equipment are restored to a safe, normal working condition and function properly.	The Contractor shall receive utility work orders from the Government's MAXIMO in accordance with the work reception requirements in Annex 2. Information related to estimated utility maintenance and repair workload is provided in J-1601000-03. The Contractor shall schedule and perform work orders in a	Utility work orders are responded to and completed within the specified time. Utility systems and equipment are restored to normal working condition, including

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			way that minimize disruptions to customers and Government operations. The Contractor shall perform work orders to accomplish any work identified within the points of demarcation for utility systems. Work orders are not limited to work performed on existing utility systems and equipment identified in the respective Section J attachments or spec items for each Annex. Additional utility systems and equipment added during the course of the contract will become part of the work order program at no additional cost to the Government Samples of estimated workload data are provided in J-1601000-04. Estimated quantities and supporting information provided is intended to illustrate the volume of work orders issued and examples of work that has been performed in the past and is not to be construed as a limiting factor to services ordered and performed in the future. The Government may combine multiple repair requirements received for the same trade in the same location at the same time into one work order as long as the work order threshold is not exceeded.	recertification if applicable. When repair is complete the utility system or equipment does not present danger to personnel or equipment.
3.1.1	Emergency Work Orders	The Contractor shall respond to emergency work orders and arrest emergent conditions to minimize and mitigate damage to utility systems and equipment and danger to personnel.	The Contractor shall perform emergency work orders 24 hours a day, seven days a week throughout the contract period. The Contractor shall respond to emergency work orders with the appropriate service personnel and equipment to commence work immediately.	Emergency work orders responded to within one hour of receipt of call. Emergency work orders are arrested within 24 hours of receipt of call. Work is continued without interruption until

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall remain at the work site until the emergency has been arrested.	emergent condition is arrested.
3.1.2	Urgent Work Orders	The Contractor shall complete urgent work orders in a timely manner and ensure utility systems and equipment are restored to a safe, normal working condition and function properly.	The Contractor shall perform urgent work orders to repair deficiencies without extended delay, therefore preventing further damage to utility systems and equipment	Urgent work orders are completed within five working days.
3.1.3	Routine Work Orders	The Contractor shall complete routine work orders in a timely manner and ensure utility systems and equipment are restored to a safe, normal working condition and function properly.	The Contractor shall perform routine work orders to repair deficiencies and return utility systems and equipment to normal working condition. Performance of routine work orders is not required outside of Government regular working hours.	Routine work orders are completed within 30 calendar days.
3.2	Utility Operations Support	The Contractor shall provide support services to ensure timely and accurate coordination and support of utility operations.	The Contractor shall provide status and updates on utilities operations support services upon request. Informational note: Estimated quantities for utilities operations requirements are provided in J-1601000-03.	Services are properly documented and updated as specified.
3.2.1	Utilities Mapping	The Contractor shall maintain and update utility maps and engineering drawings to ensure technical information is accurately documented in a timely manner.	The Contractor shall update utility maps and engineering drawings, per Section F, at the end of each month to reflect the system revisions for that month. Ensure revision dates are marked on the revised maps. The Contractor shall maintain the utility maps in the same format as provided by the Government. The Contractor shall update One-Line (Schematic) Drawings, per Section F, for electrical systems at the end of each month to reflect configuration changes.	Maps and drawings are current and accurate. Maps and drawings are updated within specified time. Electronic system maps changes are complete, accurate and updated at the end of each month. Electronic one-line (schematic) drawings changes are complete, accurate and

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			GIS data must adhere to Data Collection Guide. Data in AutoCAD drawings must be georeferenced. Ensure revision dates are marked on the revised maps. Current versions of system maps and drawings shall be stored on G-Net or the Technical Library.	updated at the end of each month. Utilities Systems Government Property List spreadsheets are complete, accurate, and maintained current on the Government local intranet.
3.2.2	Utility Outage Scheduling and Coordination	The Contractor shall schedule and coordinate utility outages to ensure customer and mission operation disruptions are minimized and proper notifications are made in a timely manner.	The Contractor shall develop and submit a scheduled outage plan/service disruption plan and provide per Section F. The Contractor shall outline the procedures and process to be followed before, during and upon completion of the outage or service disruption. Include customer and building notification and coordination procedures, equipment preparation, operations and switching if required. The Contractor shall provide specific plans for each outage or service disruption to the KO for approval five days prior to outage. Outages and service disruptions will normally be scheduled after normal working hours or weekends. In the case of Government scheduled outage, the Contractor will be informed as far in advance as time permits of dates and time of outage including outages scheduled by Contractor for preventive, predictive and proactive maintenance. The Contractor shall restart and perform operational checks on all equipment affected by the outage or service interruption.	Affected customers are notified within the specified time prior to a scheduled outage. Affected customers are kept notified of the outage status.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			There shall be no scheduled outages without customer notification and approval. The Contractor shall monitor scheduled and unscheduled utility outages and keep affected customers informed of the outage status and time or date the interrupted utilities are anticipated to be restored. Outages shall be reported as per Section F.	
3.2.3	Meter Reading and Inventory	The Contractor shall collect and provide accurate and timely meter readings and supporting data using Government provided schedule to facilitate billing of customers. The Contractor shall provide complete meter inventory and meter maps.	The Contractor shall ensure that all data, records, and documentation are complete, accurate, and result in a clear audit trail. The Contractor shall collect and provide Meter Reading Data for Utility Consumption to NFM Guam Utilities Department per Section F. Manage complete meter inventory, including, but not limited to, all customer meter additions/deletions, correlation with meter serial numbers, meter map update for CIRCUITS, and full documentation of meters replaced or repaired. Provide Meter Inventory and Change Report per Section F. Establish meter reading routes and walking sequences aligned with CIRCUITS and provide Walking Sequence and Updated Meter Map for CIRCUITS report per Section F.	Meter readings are conducted on Scheduled read date and submitted within one working day of scheduled read date. Raw data are accessible to the Government no more than one working day after meter reading. Meter readings and supporting data are provided on time, complete, accurate and legible Accurate meter inventory is established and maintained with reported changes provided on time, complete, accurate and legible. Unusual report, monthly consumption tally, customer detail report, and electronic files are provided on time in accordance with Government

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
				furnished schedules.
3.2.3.1	Utility Billing	The Contractor shall provide utility billing support to ensure accurate and timely utility billing.	The Contractor shall input and process meter reading information into the Government's Centralized and Integrated Reporting for the Comprehensive Utilities Information Tracking System (CIRCUITS) and its associated modules and applications utilizing Government provided tools and files.	Utility billing is accurate and submitted on time.
3.2.4	Utility Escort Services	The Contractor shall escort personnel to inspect and obtain information about the system for various reasons when requested.	The Contractor shall provide escorting service when personnel require access and/or information regarding utility systems/operations. The date, time and requested support requirement will be provided by the KO no later than 24 hours prior to the required service. Historically, there have been approximately 125 requests of three hours each annually.	Personnel are familiar with the utility system. Personnel are on site as scheduled for each utility escort.
3.2.5	Environmental Sampling and Analytical Services	The Contractor shall provide environmental analytical and sampling services for compliance and operating functions to support Navy Guam BOSC Supported Components and Tenant Commands and facilities in accordance with Federal and local safety and environmental regulations and permits, DoD and Navy instructions and policies.	The Contractor shall ensure Environmental Sampling and Analytical Services shall include as a minimum the requirements and activities listed in this Specification Item and J-1601000-05, which shows representative Government sampling and analytical workload data and activities. Actual workload data and activities are subject to change. Services shall be provided by labs that are EPA or GEPA certified and/or accredited, and operated in accordance with other applicable guidance. The Contractor shall perform all required activities to ensure compliance with OPNAVINST 5090.1, "Sampling and Laboratory Testing" and relevant references in J-0200000-04.	Environmental Compliance in accordance with legal and regulatory requirements. Analyses are accurate and complete. No analysis results shall exceed two times the reporting requirement duration.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall develop and submit the following per Section F: a) Sampling and Analyses Results Reports b) Laboratory Certifications and Accreditations c) Sample Analysis Completion Rate Reports The Contractor shall provide microbiological, organic, and inorganic sampling and testing as required for: a) Compliance, e.g. Safe Drinking Water Act, Clean Water Act; NPDES; Analytical Testing of Multimedia Samples such as Hazardous Waste, Soil and Ground-water; Contamination Studies; Drinking Water and Wastewater Effluent Monitoring Programs; Breathing Air Analysis Program and Used Oil Testing Program that supports used oil, oil waste, bilge water and Technical Specifications 1604000 Wastewater and 1606000 Water b) COR will approve customer requests, e.g. water complaints, investigations, and testing required for plant process control. The Contractor shall ensure lab services demonstrate and provide acceptable testing capability for each required analyte tested every year under NPDES and water performance evaluation program in support of permit monitoring requirements. The Contractor shall provide an analysis that meets response and reporting requirements that meet	

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			customer data quality and response requirements. The Contractor shall ensure routine analysis results are reported within 14 calendar days of submittal. Exceptions are allowed for radionuclide, asbestos, cryptosporidium, dioxin and whole effluent toxicity samples. Additional exceptions may be granted with prior approval by the COR. The Contractor shall ensure rush analysis results reported in seven calendar days. The Contractor shall ensure urgent oil and biological analysis results reported in one day except HPC or other analyses, which shall be reported in three days. The Contractor shall ensure sampling services include, but are not limited to, all materials needed for sample collection, preservation and transportation. The COR or representative will assign priority of analysis. The Contractor shall provide the maintenance or any continued certification of the lab equipment provided. Informational note: Lab space and equipment are available for Contractor operation and use. The Government will recapitalize lab equipment.	
3.2.6	Utilities and Energy Management (UEM) Operations Support	The Contractor shall provide monitoring, inspection, data collection, reporting and document preparation	The Contractor shall perform all required activities to ensure compliance with OPNAVINST 5090.1, "Clean Air Ashore" and relevant references in J-0200000-04.	Environmental Compliance in accordance with legal and regulatory requirements.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		services to ensure the UEM functions comply with Federal and local statutes and regulations, and with DoD and Navy policies, instructions and guidance.	The Contractor shall develop and submit the following per Section F: a) Air Emission Inventory b) Clean Air Act (CAA) Permit Applications c) Relocated Air Emissions Unit Notification for Portable Sources d) CAA Permit Compliance Certifications e) CAA Air Permit Compliance Reports f) CAA Annual Emissions Fee Reports g) CAA Data Calls information packages h) Risk Management Plans and updates i) CAA Program Oversight Certification The Contractor shall perform all required activities to ensure compliance with OPNAVINST 5090.1, "Clean Water Ashore" and relevant references in J-0200000-04. The Contractor shall develop and submit the following per Section F: a) Notifications required by National Pollutant Discharge Elimination System (NPDES) Permit b) NPDES Surveys c) NPDES Studies d) NPDES Permit Compliance Reports e) Applications for new NPDES Permit f) Renewal Application package for existing NPDES permitted discharges (Note: Navy holds existing NPDES permits for Apra Harbor Wastewater Treatment Plant and Fena Water Treatment Plant and an MS4 permit for NBG Guam.)	No occurrences of Violation Classes 1 through 4 as defined in references J-0200000-01 and J-0200000-04.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			g) NPDES Discharge Monitoring Reports for Apra Harbor Wastewater Treatment Plant, the Fena Water Treatment Plant and for NBG's MS4 permit h) Biosolids Report for Apra Harbor Wastewater Treatment Plant i) NPDES Monitoring Reports j) Non-domestic Wastewater and Pretreatment Surveys k) Non-domestic Wastewater Discharge Certificates l) Non-domestic Wastewater Discharge Monitoring Reports m) Department of the Army Permit Applications n) Clean Water Act (CWA) Section 401 Water Quality Certification applications The Contractor shall perform all required activities regarding the production, use, protection, and conservation of drinking water to ensure compliance with OPNAVINST 5090.1, "Safe Drinking Water Act Compliance Ashore" and relevant references in J-0200000-04. The Contractor shall provide training to all personnel involved in the drinking water program. The Contractor shall develop and submit the following per Section F: a) New and renewal Drinking Water Well Permit applications b) New and renewal Monitoring Well Permit applications c) Drinking Water Well Production Report d) Drinking Water Well Inspection and Assessment Report e) Safe Drinking Water Act (SDWA) (Interim	

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Enhanced) Surface Water Treatment Regulations Compliance Monitoring Report f) Bacteriological Quality of Potable Water Monitoring Report g) Distribution System Chlorine Residual Monitoring Report h) Finished Water Fluoride (Average) Monitoring Report i) SDWA Disinfection By-Product (DBP) Monitoring Report j) SDWA Disinfection By-Product (DBP) Precursor Monitoring Report k) SDWA Synthetic Organic Compounds (SOC) Monitoring Report l) SDWA Volatile Organic Compounds (VOC) Monitoring Report m) SDWA Lead and Copper Monitoring Report n) SDWA Inorganic Chemicals (IOC) Monitoring Report o) SDWA Nitrate Monitoring Report p) SDWA Radionuclides Monitoring Report q) SDWA Asbestos Monitoring Report r) SDWA Consumer Confidence Report s) SDWA Consumer Confidence Report Data for Consecutive Water Systems t) New and Emerging SDWA Regulations Assessment Report u) SDWA Data Calls information packages v) SDWA Notifications for instances of Water Treatment and Distribution System variances from SDWA regulations w) Water Quality Complaint Findings Report	

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			x) Evaluation of Backflow Prevention and Cross Connection Control Program y) Backflow Prevention Device Inspection and Certification Reports z) Sanitary Survey Self-Assessment Reports for the Navy's Water Treatment and Distribution Systems	
3.2.7	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating records, logs and reports for in-process tracking of plant output characteristics. The Contractor shall develop and update operating procedures to reflect current operating processes and Plant and Systems configuration.	Monthly Operating Records Report shall be submitted to the KO per Section F and shall include copies of daily operating logs. The Contractor shall prepare, update, and post in clear view for operators, written Standard Operating Procedures (SOPs) per Section F. The Contractor shall provide technical information and manuals for newly installed equipment from the manufacturer or installation contractor, per Section F.	All required operating records, logs, reports and procedures are maintained current and complete and applicable copies provided to the KO within the specified times.
3.3	Utility Infrastructure Condition Assessment Program (UICAP) Support	The Contractor shall perform UICAP services to ensure accurate asset inventory and condition information to properly support utility maintenance planning.	The Contractor shall perform UICAP services by maintaining an accurate asset inventory within MAXIMO and performing equipment condition assessments. An initial utility asset inventory will be available in MAXIMO at contract start. The Contractor shall participate in Risk Tool Workshops that involve discussion and face to face interviews about each utility asset. The Contractor shall provide the appropriate personnel familiar with the utility system for each commodity to participate in the Risk Tool Workshop.	MAXIMO asset data is complete and accurate. Asset condition assessment is complete and accurate. MAXIMO data is updated within the specified time.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall provide UICAP support based off of the NAVFAC P-603 and the NAVFAC UICAP Sustainment. The Contractor shall utilize MAXIMO to record all conditions of utility assets and ensure that information is kept current with new assets added and replaced assets deleted or deactivated. As maintenance, repair or replacement is performed, Degradation Index (DI) is updated as well as information such as, but not limited to, installation date, manufacturer information and all fields listed in the Sustainment Guide Book. Contractor shall utilize MAXIMO and the PM tool to create and implement PM plans for each utility asset or group of utility assets. PM plans shall be updated each time there is a change in the condition of the asset, such as a repair, replacement or change of component to any asset equipment. The Contractor shall prepare, submit and adhere to written operating procedures. The operating procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, (2) industry standards and national codes, and (3) procedures outlined in NAVFAC publication such as the PWUC, and/or the UFC. Utilities Assets descriptions are provided in the MAXIMO Utilities Assets file found in J-1601000-02.	
3.3.1	Inventory Management	The Contractor shall manage asset inventory to ensure asset information is	The Contractor shall maintain complete and accurate utilities asset descriptions to support UICAP.	Utility asset descriptions are accurate and

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		available for effective management of utility systems.	The Contractor shall be responsible for utilities asset description updates including adding, deactivating, and updating utilities assets. The Contractor shall notify the KO upon identification of utilities assets that are not included in the utility asset descriptions. The Contractor shall ensure that utility assets are properly tagged. Service Provider, Asset Information, Specification Information, and Characteristic Meter Reading Interfaces data shall be maintained using the fields in Annex 0200000 Spec Item 2.6.7 CMMS. Informational note: 1. Asset and Specification Updates are specified in the Annex 0200000 Spec Item 2.6.7 CMMS. 2. Specification Attributes required for specifications are identified in the Sustainment Guide Book.	updated as required. KO notified of utility assets not included in the listing of asset descriptions submitted as required.
3.3.2	Condition Assessment	The Contractor shall assess and document asset condition to ensure accurate condition information is available for utility maintenance planning.	The Contractor shall assess and document the condition of the utility assets. All PMs that represent the most intrusive PM will include a section to collect updated condition information for the asset. Condition ratings shall be maintained using the Characteristic Meter Readings fields specified in Annex 0200000 Spec Item 2.6.7 CMMS. Utilize Maximo to record all conditions of utility assets and	Characteristic Meter Readings updated do not exceed 365 days. Characteristic Meter Reading data fields required in MAXIMO are complete and accurate.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			ensure that information is kept current with new assets added and replaced assets deleted or deactivated. As maintenance, repair or replacement is performed, Degradation Index (DI) is updated.	
3.4	Utility Control Systems (UCS)	The Contractor shall operate, maintain, and monitor Utility Control Systems (UCS) which includes Supervisory Control and Data Acquisition (SCADA) and Advanced Metering Infrastructure (AMI).	The Contractor shall comply with NAVFAC Marianas FRCS Cyber Security Requirements and perform Functional Administration requirements per Annex 2. The Contractor shall provide the Cyberhygiene checklist quarterly, per Section F. Monitor and respond to UCS system alarms and troubleshoot as necessary. Perform readings and data retrieval for operational needs and to provide to the COR as needed. Devise and implement manual and automated tests to verify software and configuration file integrity, and inspect and test UCS systems equipment and points to verify condition and reliability. Diagnose and determine proximate cause of system faults (e.g. loss of connectivity, spurious data or signals, failed equipment). Create and securely store backups of OT device configuration files. Maintain and securely store spare critical UCS system components, as well as components from demolition and repair projects. Calibrate all UCS system equipment as needed to ensure accurate readings and indications	Utility Systems are efficiently and safely supervised and controlled to meet demand requirements. Full compliance with all instructions and guidance. No valid customer complaints or concerns that are specific to utilities.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			in accordance with industry standards and manufacturer recommendations, such as gauges, controls, and meters. Initiate and track service requests with NAVFAC CIO for any Functional Administration duties requiring Information Technology (IT) support as described in J-0200000-08. Initiate and track warranty actions for any faulty Operational Technology (OT) equipment or applications known to be covered by warranty. Perform and track repair actions for any faulty OT equipment or applications not covered under warranty. Inspect new UCS system additions and repairs for workmanship and conformance to existing system, verify Contractor documentation, verify OT device and software configurations, and correct configurations as needed. Configure UCS system software to fully integrate new devices.	
3.4.1	Operation	The Contractor shall operate the UCS to efficiently and safely monitor and control the utilities systems to meet all demand requirements, 24 hours per day, seven days per week, throughout the contract period.	Operation consists of "watch-standing" or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, monitoring and control the utilities systems. Operation of the UCS includes all equipment and components, such as, Computer Work stations, Programmable Logic Controllers, LAN Equipment, Printers, monitoring and control systems, and includes tasks, such as, Programmable Logic Controller (PLC) programming, configuration control, database administration, security, system back-ups, system integration, monitoring and regulation of	UCS equipment and components are efficiently, safely and continuously operated per operating criteria to meet demand. Unscheduled interruptions are minimized such that utility systems demand is met. Full compliance with all instructions and guidance.

1601000 – Utility Management				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			equipment controls, maintaining operating records, logs, and reports, examination, lubrication and minor adjustment of equipment and system components. UCS equipment and components shall be efficiently and safely operated per Contractor's SOP, ANSI, ASHRAE, NEC, UFC, and NFPA Standards, OMSI, and other specific operating manuals, procedures, and instructions.	No valid customer complaints or concerns that are specific to utilities.
3.4.2	Planned Maintenance (PM) and Repair	The Contractor shall develop and implement an Planned Maintenance (PM) and Repair Program for the UCS to ensure all equipment and components remain in optimum condition and sustain maximum life.	The Contractor shall develop and submit a Planned Maintenance (PM) Plan per Section F. The PM shall include all equipment, and components of the UCS Operational Technology components (See Functional Administration, J-0200000-08). PM and repair shall be performed per ANSI, ASHRAE, NEC, UFC, and NFPA Standards, OMSI, and equipment manufacturer's specifications and recommendations. All System malfunctions and breakdowns requiring repair or replacement shall have immediate response within one hour following Contractor discovery or Government notification and worked continuously to completion. The Contractor shall submit a Maintenance and Repair History per Section F.	PM is accomplished per Contractor's incorporated Program and schedule. Plans and reports are submitted as specified. All repairs are responded to within one hour following Contractor discovery or Government notification and worked continuously to completion.

1602000 – Electrical	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Key Personnel
2.2.2.1	Power System Manager
2.2.2.2	Power System Supervisor
2.3	Special Requirements
2.3.1	Safety
2.3.2	Power System
2.4	Financial Requirements
2.5	References and Technical Documents
3	Recurring Work
3.1	Operation
3.1.1	Distribution Operations
3.1.2	Power System Dispatcher
3.1.3	Roving Crew
3.1.4	Standby Power Plants
3.1.5	Emergency Generators
3.1.6	Supervisory Control and Data Acquisition (SCADA)
3.1.7	Operating Records, Logs, Reports and Procedures
3.1.8	Standard Operating Procedures (SOPs)
3.2	Planned Maintenance (PM) Program
3.3	Other Recurring Services
3.3.1	Exercise Switches
3.3.2	SF-6 Switches
3.3.3	Substations
3.3.4	Manholes, Splice Cabinets and Transformers
3.3.5	Generators – Standby Power Plant
3.3.6	Generators – Emergency
3.3.7	Distribution Systems
3.3.8	Warranty/Guarantee Certificate

1602000 – Electrical		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material and equipment to continuously operate and maintain the Electrical Systems located at Joint Region Marianas, on the island of Guam.
1.1	Concept of Operations	The intent of 1602000 Electrical is to specify the requirements for the electrical power production and distribution systems. Operate, maintain, monitor and analyze the electrical power production and distribution systems and meet the electricity industry standards and applicable laws and regulations to maximize system availability, reliability and sustainability. Interface and coordinate work with customers, other contractors, Guam Power Authority (GPA) and DOD agencies. Interface and coordinate work with regulatory and other Government agencies through Naval Facilities Engineering Command Marianas (NFM) Guam Public Works Utilities Department. Collect and provide meter readings to facilitate determination of electricity consumption. Reduce line losses. Provide multi-discipline engineering, analysis and technical services to operate and maintain electrical power production, distribution systems and support equipment. Plan, prepare and perform emergency operations and measures. Continue to operate and maintain the electrical system during periods of contingencies and recovery operations. Coordinate operations with specific environmental compliance oversight, reporting and permit renewal requirements. Ensure that the Government is apprised of any situations of non-compliance. The Government will coordinate the interface with regulatory agencies. All Navy-owned electrical facilities and related infrastructure on Guam are included up to the points of demarcation as defined by Navy Facilities Asset Data (from iNFADS) provided in J-0200000-02 and NAVFAC P-603 Utilities Infrastructure Management Manual

1602000 – Electrical		
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	The Contractor shall provide personnel with the qualifications, certifications, technical knowledge, experience and skills required to efficiently operate, and maintain the Electrical Power Distribution Systems. Primary and alternate points of contact (POCs) shall be available 24/7 (24 hours per day/7 days per week) in accordance with PWCGUAMOICCMARINST 1601.1C Engineering and technical support shall be accomplished under the responsibility of a registered professional engineer licensed by a U.S. State or Territory.
2.2.1	Certification, Training and Licensing	Cable Splicer/Terminator: The cable splicer shall have at least three (3) years' experience in splicing the type and rating of cables specified. Prior to making splices or terminations, the Contractor shall submit names, qualification and experience of the cable splicers to be employed. Documentation (including test results from a previously installed splice) to verify that the individual has completed a splice/termination of the type to be installed under this contract. Lineman Qualifications: High Voltage Electricians/Lineman shall be equivalent in all respects to United States Industry Journeyman Standards with at least 4 years and 4000 hours of experience. The remaining electricians shall be equivalent to United States Industrial Journeyman Standards or at least 2 years of apprenticeship. The Contractor shall provide qualified personnel to operate and maintain the electrical distribution system. Comply with OSHA 29 CFR 1910.399 definition of a qualified person. Training requirements that specifically apply to qualified person is in OSHA 29 CFR 1910.332(b) (3). Meter and Instrumentation: The Contractor shall provide qualified personnel to operate and maintain the electrical distribution metering, instrumentation, Supervisory Control and Data Acquisition (SCADA), and Human Machine Interface (HMI) system. The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current.
2.2.2	Key Personnel	
2.2.2.1	Power System Manager	The Contractor shall provide a Power System Manager who is a registered professional engineer licensed by a U.S. State or Territory with a minimum of 5 years experience in power systems.
2.2.2.2	Power System Supervisor	The Contractor shall provide a Power System Supervisor with at least three years experience operating 3 phase/60 Hz diesel engine generators of 1000 kW or larger as well as electrical distribution systems. All power systems shall be at all times under the supervision of the Power System Supervisor.
2.3	Special Requirements	
2.3.1	Safety	All the safety requirements specified in the latest version of UFC 3-560-01 Electrical Safety O&M, 29 CFR, Electrical Safe Acts For Employees

1602000 – Electrical		
Spec Item	**Title**	**Description**
		(ESAFE) standard operating procedures (SOP) Public Works Business Line procedures and NETOPS 29 for Ship to Shore Connect and Disconnect procedures are applicable to this specification in addition to the safety standards of 0200000 Management and Administration.
2.3.2	Power System	The standby generation plant shall comply with Environmental Protection Agency (EPA) certification.

2.4	Financial Requirements	The Contractor shall expend, track, and record costs in a manner that supports the NAVFACMAR Electrical Commodity cost schedule.
		
		Costs shall be broken down by labor and material in the following manner:
		
		POWER GENERATION
		- A/E Services
		- Operations
		- Maintenance
		  - Planned maintenance (PM)
		  - Repairs*
		  - Sustainment (ST)
		  - Restoration & Modernization (RM)
		
		DISTRIBUTION
		- A/E Services
		- Operations
		- Maintenance
		  - PM
		  - Repairs*
		  -ST
		  -RM
		
		EMERGENCY POWER
		- A/E Services
		- Operations
		- Maintenance
		  - PM
		  - Repairs*
		  -ST
		  -RM
		
		METERING
		- A/E Services
		- Reading
		- Maintenance
		  - Calibration
		  - Repairs*
		  -ST
		  -RM
		
		*Note: The Contractor shall submit the monthly public voucher with costs separated in accordance with the above categories and shall also include the Project Abbreviation, Work Order Number and Job Order Number.

2.5	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall efficiently operate, and maintain the Electrical Power Production and Distribution Systems to safely distribute reliable electrical power such that all electrical requirements are continually met.	The Electrical Systems Description is provided in J-1602000-01. The current MAXIMO Utilities Assets are provided in J-1601000-02. Navy Facilities Asset Data (from iNFADS) is provided in J-0200000-02. The Contractor shall operate and maintain the entire Electrical Power Production and Distribution Systems to provide continuous service 24 hours per day, seven days per week. The Contractor shall develop and submit a Plan of Action and Milestones (POA&M) outlining the strategy and schedule for implementation of each major process of operation and maintenance per Section F. The Contractor shall submit a Major Maintenance, Repair, and other Non-Routine Utility Project Status Report per Section F. The report shall include repairs accomplished and any repairs or maintenance deferred including any material delivery dates and reasons for deferral. The Contractor shall develop and provide System Performance Status Reports per Section F, including, but not limited to, management analyses and recommendations. The Contractor shall secure, restore, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government. The Contractor shall develop and implement an Annual and	Electrical power is continuously and safely distributed and meets demand requirements.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Monthly Monitoring Schedule. The Contractor shall establish a log and record date and time of monitoring, system condition and performance, the name of the individual performing the monitoring, and all comments, problems, and identification of reactive, preventive, predictive and proactive maintenance as a result of system operational deficiencies noted during scheduled PM or routine monitoring per Section F.	
3.1	Operation	The Contractor shall efficiently and safely operate the Electrical Power Production and Distribution Systems to provide electrical power to meet all demand requirements, 24 hours per day, seven days per week, throughout the contract period.	Operation consists of "watch-standing" or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient production and distribution of electricity. Operation of the Electrical Power Production and Distribution Systems includes equipment and systems components, such as, generators, transformers, switchgear medium and low voltage distribution lines. Also includes tasks, such as, monitoring and regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components. Energized work requires approval of the Installation Commander. Informational Notes: Components (such as facilities, equipment, and appurtenances) are considered critical if they do not have built-in redundancy or if redundancy has been compromised. Service cannot be provided at full capacity if a critical component is broken or compromised.	Systems equipment and components are efficiently, safely and continuously operated per operating criteria to provide electrical power to meet demand. Unscheduled interruptions are minimized such that electrical power demand is met 99.9 percent of the time annually. Current monitored measurements confirm that balance is maintained on all distribution circuit phases.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.1.1	Distribution Operations	The Contractor shall provide continuous operations of the electrical power distribution systems and operate standby power plant.	The Contractor shall operate and maintain the electrical distribution system. The Contractor shall respond during emergency and non-regular working hours to meet unusual requirements (e.g., ship arrivals after regular working hours, NSAA and NBGTS Guam support). The Contractor shall support waterfront electrical requirement as scheduled by Annex 6, Port Operations.	Provide primary electricity for lighting, power, ventilation, heating and cooling, and building equipment including electricity for lighting outdoor areas. No unscheduled power outages within the Contractor's control.
3.1.2	Power System Dispatcher	The Contractor shall monitor and control the electrical power generation and distribution systems. Enter utility outages in MAXIMO to enable automated reporting of the System Average Interruption Duration Index (SAIDI) and System Average Interruption Frequency Index (SAIFI) report from Government MAXIMO. The critical information for SAIDI/SAIFI will be in MAXIMO work order, not Duty Log, Mandatory fields are Outage Type, Outage Cause, Number of Buildings Affected, Outage Start and End Dates, and, Duration. Preface the outage data	The Contractor shall receive work orders for power, schedule power outages, and coordinate power system with GPA, NSAA and NBGTS. The Contractor shall provide selective isolation switching beneficial to Government mission and critical buildings and structures, should circumstances occur where load shedding cannot be avoided. The Contractor shall report oil, fuel, and other hazardous material leaks. The Contractor shall operate continuously 24 hours per day, 7 days per week. Submit Power System Dispatcher Log readings (voltage, current, load by circuit), daily trouble-call report (status), daily major substation check, generation report, hazardous spill report per Section F. Submit Unscheduled and Scheduled Outage Reports per Section F. The report shall include work order number, location, cause, customers affected, date and time of outage	Reports, data, records and documentation are provided on time, complete, accurate and legible.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		with J10 in the Master System field required for the Government COGNOS Reporting System.	and restoration, outage duration and designation “planned” or “unplanned”. Submit an After Action Report for Unscheduled Outage for Navy and NSAA per Section F. Submit Monthly Report SAIDI and SAIFI per Section F via the Government COGNOS Reporting System.	
3.1.3	Roving Crew	Respond to trouble-calls, conduct visual inspections of major substations (daily station checks) and distribution lines.	The Contractor shall operate a "roving crew" as needed during non-regular working hours, or as directed by the Government. Station checks, exterior lighting survey and service-calls are provided by the After Dark Surveillance (roving crew) to the dispatcher and the dispatcher updates the electronic log at the end of the shift. Lighting service includes, but is not limited to, perimeter and fence-line for utilities infrastructure.	
3.1.4	Standby Power Plants	The Contractor shall provide emergency and backup power to support Government requirements. Maintain power generated within +/- 5% of the system voltage and +/- 0.5% of the system frequency at any steady state station load.	When authorized by the Government, the Contractor shall provide power production to support Guam Power Authority (GPA). Standard Operating Procedures (SOPs) provided per Specification 3.1.8 shall include instructions for startup, running, shut down, standby and lay-up for all equipment. SOPs to be on-site. The Contractor shall provide Standby Power Plant Operation and Maintenance Log (includes oil and water test results) per Section F. Maintain power plant data for a minimum of 5 years to be used for operation & maintenance trend analysis. The Contractor shall notify cognizant NFM PWO and CNM CDO when any power generating capability unit is	All generator units are in a state of operational readiness at all times. No instance of failure due to missed or improper maintenance. Scheduled down time exempted. Zero instances of voltage variance exceeding +/-5% when loaded. Zero instances of frequency variance exceeding +/- 0.5% when loaded. For Orote Power Plant, generators will be setup and fully operational within 2-1/2 hours of power outage

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			unavailable for operation and update Standby Power Plant Status Report as directed per Section F. Fuel Accountability for the Stand-by Power Plants: Control and account for all fuel from delivery to the storage and service tanks up through the point of use. Informational Notes: Fuel for Contractor provided generators will be Government furnished. Standby power plants are the 19.8 MW (three 6.6MW units) Orote and generators supporting utilities including: B/608 Water Treatment Plant B/1284 Naval Magazine Booster Pump Stations Sewer Pump Stations NBGTS and Naval Hospital Standby Power Plants are NOT included in this requirement.	during regular working hours and 4 hours all other times. Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.1.5	Emergency Generators	The Contractor shall provide emergency and backup power to support the utilities systems.	The Contractor shall manually start-up and transfer power for generators without automatic controls. The Contractor shall transfer load to commercial power and restore generating equipment to stand-by. Standard Operating Procedures (SOPs) provided per Specification 3.1.8 shall include startup, running, shut down, standby and lay-up for all equipment. SOPs to be on-site. Fuel Accountability for the Emergency Power Generators: Control and account for all fuel from delivery to the storage and service tanks up through the point of use.	All utility generator units are in a state of operational readiness at all times. No instance of failure due to missed or improper maintenance, scheduled down time exempted. Reports, data, records and documentation are provided on time, complete, accurate and legible.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Submit Emergency Generators Status Report (include fuel inventory) on-line per Section F. Informational Note: Fuel for Contractor provided generators will be Government furnished.	
3.1.6	Supervisory Control and Data Acquisition (SCADA)	The Contractor shall operate, maintain, and monitor equipment and processes for electrical generation, distribution, and service, via SCADA system interfaces.	The Contractor shall comply with NAVFAC Marianas FRCS Cyber Security Requirements and perform Functional Administration requirements per Annex 2. The Contractor shall control and monitor power plant, substations and switching stations via human machine interface (HMI). Configure and trouble shoot settings and relay devices and meters for protection, metering and monitoring devices. The AMI minimum maintenance requirements are provided in J-1602000-03	All SCADA and Functional Administration requirements are continually met.
3.1.7	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating records, logs and reports for in-process tracking of electrical operation, maintenance and repairs of the system.	The Contractor shall establish a log and record date and time of monitoring, system condition and performance, the name of the individual performing the monitoring, and all comments, problems, and identification of reactive, preventive, predictive and proactive maintenance as a result of system operational deficiencies noted during scheduled PM or routine monitoring. The Contractor shall track and report changes to the default switching configuration of all underground and overhead distribution power circuits. Switching Configuration Reports shall include definition of alternate switching scheme and the return to the default configuration once maintenance	All required operating records, logs, reports and procedures are maintained current and complete and applicable copies provided to the KO and COR within the specified times.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			action is completed. Submit per Section F. Operational Configuration Review: On a semi-annual basis the Contractor shall provide formal recommendations on changes to system operational configurations and relative cost of recommendation as well as cost savings by adopting recommendations. Submit per Section F. Evidence of current system inefficiencies or budgetary constraints precluding adoption of recommendations does not relieve the Contractor of performing maintenance as required. The Contractor shall submit a Ships Utility Connection Report per Section F. Reports shall list all vessel names, types, hull numbers, waterfront locations, power mound and outlets on the mound used, connect date and time and disconnect date and time for each utility, and number of days each vessel is connected to each utility. If vessel is a berthing barge, provide the ship name associated with the berthing barge. Monthly data shall be recorded in accordance with the UEM billing processing schedule (available upon request), and submitted per Section F.	
3.1.8	Standard Operating Procedures (SOPs)	The Contractor shall develop and implement SOPs for the primary electrical distribution system to ensure safe and continuous operation.	The Contractor shall develop and implement SOPs that provide step-by-step instruction for all system work requirements identified in this section for operations and maintenance. SOPs shall contain, but not be limited to, written procedures to operate, maintain and troubleshoot basic system and equipment faults, including normal safe operating	SOPs developed, updated and maintained complete, accurate and current. SOPs are applicable and effective and procedures are followed.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			procedures for each piece of equipment. The SOP shall comply with the Operations and Maintenance (O & M) manuals, permits, statutes, regulations, instructions, and policies (including switching configuration) applicable to the utility systems. The Contractor shall provide SOPs at the site of operation for availability to the operators at all times.	
3.2	Planned Maintenance (PM) Program	The Contractor shall develop and implement a PM program for the electrical power generation plant and transmission and distribution systems to ensure proper operation, to minimize breakdowns, and to maximize useful life.	The Contractor shall develop and submit a Planned Maintenance Plan and a Planned Maintenance Schedule, per Section F. Utility Workload Data is attached in Section J-1602000-02. Planned Maintenance shall include all equipment and components of the electrical generation and distribution systems (e.g., power plants, substations, transformers and transformer pads, switchgear, distribution line, manholes, structures and poles, advanced metering infrastructure (meter, radio, all connections and communication to the Data Acquisition Server (DAS) including meter firmware/software), electric meters, etc.). The PM program shall provide an economical approach manufacturers' recommended procedures, OEM standards, commercially accepted practices or related Government standards and maintenance required to satisfy equipment warranties and keep in normal working condition. Excessive or repeated system or equipment breakdowns or deficiencies may indicate the	Maintenance is accomplished in accordance with the Contractor's PM program and work schedule. Planned Maintenance (PM) is completed in accordance with manufacturers' recommended procedures and specifications, generally accepted industry practices, or a locally agreed upon PM schedule Systems and equipment are maintained to sustain a fully functional and operable condition. No unscheduled power outages attributable to missed or improper maintenance. Maintain existing redundancy to electrical systems and recommend other redundancies needed.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			need to adjust or modify the Contractor's PM program. These changes will be made at no additional cost to the Government. The Contractor shall accomplish the maintenance in a manner that does not impede meeting the other objectives and requirements specified under this annex. The Contractor shall incorporate early detection methods to prevent equipment malfunction. Document and maintain records of Maintenance and Repair History per Section F. The Contractor shall attach identification tags or labels to major pieces of equipment per P-603. Identification tags will include a unique identification number consistent with MAXIMO input that can be used in the system inventory and any reports prepared for that piece of equipment. Calibration of testing equipment shall be in accordance with manufacturer's specifications and done by a certified testing laboratory. All system calibrations shall be performed by appropriate calibrated equipment. Informational Notes. Estimated Utility Maintenance and Repair Workload is provided in Section J-1601000-03.	Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.3	Other Recurring Services			
3.3.1	Exercise Switches	The Contractor shall exercise switches to ensure proper operation.	The Contractor shall operate switches by opening and closing gang switches and pole switches annually. Ensure proper operation.	Switches are fully operational following scheduled maintenance.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Include this work in the Planned Maintenance Plan and establish schedule in the Planned Maintenance Schedule (Section F).	
3.3.2	SF-6 Switches	The Contractor shall check and refill SF-6 Switches to ensure proper gas level.	The Contractor shall check gas level in SF-6 switches annually and recharge if needed. Include this work in the Planned Maintenance Plan and establish schedule in the Planned Maintenance Schedule (Section F).	Switches are fully gassed following scheduled maintenance.
3.3.3	Substations	The Contractor shall inspect Substations condition and performance to ensure proper and efficient operation.	The Contractor shall inspect both interior and exterior of facilities and equipment at substations weekly. Establish and maintain a log at each substation and record date and time of inspection, substation condition and performance, the name of the individual performing the inspection and all comments and problems. Log all PM required or performed during inspections. The logbook data shall contain status of alarm on enunciator panel, battery charger status, including ground indication. The Contractor shall include infrared inspections and substation relay coordination in the Planned Maintenance Plan and establish schedule in the Planned Maintenance Schedule (Section F). Finished appearance shall match existing coating as near as possible.	Substation inspected weekly and fully operational.
3.3.4	Manholes, Splice Cabinets and Transformers	The Contractor shall ensure Manhole, Splice Cabinets and Transformer Inspections are performed to identify condition and structural integrity of the	The Contractor shall perform (1) Manhole Visual Inspections of manholes in accordance with the references in Annex 2 including MO-200 Electrical Exterior Facilities and (2) Splice Cabinets and Transformers Visual Inspections per Section F. Include overall condition of	Manholes splice cabinets and transformers inspected and report submitted to the KO and COR.

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		manhole and equipment.	equipment and structures in reports. The Contractor shall include these inspections in the Planned Maintenance Plan and establish schedule in the Planned Maintenance Schedule (Section F). Results of the inspections are compiled and used for Long-Range Maintenance Planning. This inspection shall not relieve the Contractor from establishing and implementing a continual inspection, or monitoring, program for the timely identification of repair work within the scope of the PM Plan. The Contractor shall provide an updated CAD and GIS drawing for each manhole identifying the circuits inside the manhole and their direction in and out of the manhole. The report shall also state the size and number of conduits along with any spares.	
3.3.5	Generators – Standby Power Plant	The Contractor shall perform maintenance to insure standby power plants are operable and kept in good condition. Power plants are maintained to prevent deterioration beyond normal wear and tear.	The Contractor shall submit electrical and load tests as part of the Standby Power Plant Operations and Maintenance Log report per Section F. Informational Note: Orote Point power plant prime movers are Stork-Wartsila Diesel Engines. The manuals required for Engine Type 16TM410, Engine Nos. 50900/51000/51100 are Government furnished.	Standby power plants are 100% operable at full capacity. Zero down time due to missed or improper maintenance. Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.3.6	Generators – Emergency	The Contractor shall perform inspection, testing, and maintenance in accordance with Annex 2 references including NFPA 110 to ensure	In the absence of manufacturer instructions or recommendations, the tools indicated by NFPA 110 can be used. The Contractor shall utilize backup portable emergency	All emergency generators are in a state of readiness at all times. Zero down time due to missed or improper

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		emergency generators are operable and kept in good condition.	generator during scheduled downtime. Submit Emergency Generators Status Report to include startup (load) operational checkups, electrical, load and automatic start and load assumption test results, availability, material condition, work accomplished or planned in order to return to service, etc. on all units per Section F.	maintenance. Scheduled down time exempted. Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.3.7	Distribution Systems	The Contractor shall perform maintenance to insure the medium voltage distribution system and its major components are continuously operable and kept in good condition.	The Contractor shall conduct visual inspections, electrical, mechanical and operational testing of the following major components and submit as noted per Section F. a) Direct current systems (battery charger and batteries). b) Switchgear, circuit breakers, waterfront power mounds and substation meters, instruments and relays. c) Overhead and underground distribution lines d) Transformers e) kWh meters The Contractor shall coordinate with Grounds Maintenance Contractor for access control. The Contractor shall provide as needed emergency vegetation control and tree trimming to restore or prevent Unscheduled interruption of Electrical Distribution services.	Planned maintenance (PM) is completed that is required by manufacturer's recommendations, generally accepted industry practices, or a locally agreed upon PM schedule. No unscheduled outages (zero down time) due to failed maintenance. Transformers continue to operate 100% of the time. Reports and amount of meters calibrated to be submitted on time. Substation ground grid shall be properly grounded 100% of the time. The resistance between the substation ground grid and ground should be five (5.0) ohm or less. No unscheduled outages due to untimely or

1602000 – Electrical				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
				improper ground maintenance. Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.3.8	Warranty/ Guarantee Certificate	The Contractor shall create and manage a program that ensures all warranties/guarantees in effect for existing or newly acquired equipment that the Contractor is provided are reviewed periodically and utilized until their expiration.	The Contractor shall provide warranty and guarantee certificate status report on all major equipment under warranty per Section F. Informational Note: Major equipment includes, but is not limited to, transformers, medium and low voltage switchgears, batteries and battery chargers, engines, generators/alternators (emergency generators), switchboards and circuit breakers, pumps/purifiers/centrifuges, radiator assemblies, air compressors, exhaust silencers/mufflers, electronic control system, fuel transfer, lube oil transfer and compressed air systems.	All equipment under warranty are properly operated, tracked, and maintained 100% of the time in accordance with manufacturer's recommendations. Maintenance records reflect that warranty requirements are met. Reports, data, records and documentation are provided on time, complete, accurate and legible.

1604000 – Wastewater	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Key Personnel
2.2.2.1	Wastewater Systems Manager
2.2.2.2	Wastewater Systems Supervisor
2.3	Special Requirements
2.3.1	Working Hours
2.3.2	Work Coordination
2.3.3	Federal and Local Authority
2.3.4	Cross-Connection Program
2.3.5	Fees, Fines, and Penalties
2.4	References and Technical Documents
2.5	Financial Requirements
3	Recurring Work
3.1	Operation
3.1.1	Wastewater Effluent Quality
3.1.1.1	Sampling and Analysis
3.1.1.2	Sample Collection and Analytical Services
3.1.1.3	Field Sample Collection and Analytical Services
3.1.2	Bilge and Oily Waste Treatment System (BOWTS)
3.1.3	Sludge Disposal
3.1.4	Minimum Operator Attendance
3.1.5	Operating Records, Logs, Reports and Procedures
3.1.6	Supervisory Control and Data Acquisition (SCADA)
3.2	Planned Maintenance (PM)
3.3	Other Recurring Services
3.3.1	Warranty Guarantee Certificate
3.3.2	Utility Consumption Data

1604000 – Wastewater		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material and equipment to continuously operate and maintain the Wastewater Treatment Plant, Wastewater Collection Systems, Bilge and Oily Wastewater Treatment System, and Bilge and Oily Wastewater Treatment Collection Systems located at Joint Region Marianas on the island of Guam.
1.1	Concept of Operations	The intent of 1604000 Wastewater is to specify the requirements to operate, maintain, monitor and analyze the wastewater treatment and collection systems and meet customer demands and the requirements of the NPDES discharge permit and applicable laws, regulations and standards, to maximize system availability, reliability and sustainability. Interface, inform, resolve and coordinate work with cognizant customer designees, other Contractors and Navy personnel. Interface and coordinate work with regulatory and other Government agencies through Naval Facilities Engineering Command Marianas (NFM), Utilities and Energy Management (UEM). Collect and provide meter readings to facilitate determination of wastewater discharge. Provide multi-discipline engineering and technical services to operate and maintain the wastewater, BOWTS and collection systems. Plan, prepare and perform emergency operations and measures. Continue to operate and maintain the wastewater systems during periods of contingencies and recovery operations. Coordinate operations with specific environmental compliance oversight, reporting and permit renewal requirements. Ensure that the Government is apprised of any situations of non-compliance. The Government will coordinate interface with regulatory agencies. Installation Support Memorandum of Agreement (MOA) for Joint Region Marianas, Annex W. ICC-Approved Common Output Level Standards, 23 January 2009 is applicable. Utility location of services are listed in Navy Facilities Asset Data (from iNFADS) J-0200000-02. Utility boundaries for services shall be in accordance with NAVFAC P-603 Utilities Infrastructure Management Manual.

1604000 – Wastewater		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	Personnel shall have qualifications, certifications, technical knowledge, experience and skills required to efficiently manage, operate, maintain, test and analyze the Wastewater Treatment Plant, Wastewater Collection System, Bilge and Oily Wastewater Treatment System (BOWTS) and BOWTS Collection Systems. Primary and alternate points of contact (POCs) shall be available 24/7 (24 hours per day/seven days per week). Welding on pressure piping, boilers and pressure vessels covered by American Society of Mechanical Engineers (ASME)/Uniform Facility Code (UFC) Boiler and Pressure Vessel Code requires specific procedures and welder qualifications. Welders and welding operators shall be properly qualified and certified. The certification shall state the type of welding, positions, code and procedure under which each is qualified and the firm and individual certifying the qualifications tests. Certifications shall be current. Cutting of asbestos pipe/asbestos cement pipe shall be completed by personnel with an asbestos certification per NAVFAC P-502 Asbestos Program Management.
2.2.1	Certification, Training and Licensing	The Contractor shall employ certified wastewater treatment plant operators, and Bilge and Oily Wastewater Treatment System (BOWTS) operators who are experienced in similar plants and systems to perform the requirements of this functional section. Wastewater facilities operators shall meet all Federal, state and local authorities' regulations, certifications and requirements. The Wastewater Treatment Plant Class III operator must be present on-site 24 hours per day/seven days per week per Guam Environmental Protection Agency (GEPA). Operator(s) shall be certified by the Administrator of GEPA in a classification corresponding to the classification of the system, currently Class III, or facilities to be operated. Each operator shall possess a current and valid operator's certificate issued or recognized by the Administrator of GEPA. Guam regulations require that certified operators have direct responsibility for both (1) active daily on-site technical direction and supervision, and (2) active daily on-site charge of an operating shift, or a major segment of a system or facility. Engineering and technical support provided shall be accomplished under the responsibility of a registered professional engineer licensed by a U.S. state or territory. The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current.
2.2.2	Key Personnel	

1604000 – Wastewater		
Spec Item	**Title**	**Description**
2.2.2.1	Wastewater Systems Manager	At a minimum the Wastewater Systems Manager shall be a registered professional engineer licensed by a U.S. state or territory with a minimum of five years' experience in the operation and maintenance of wastewater systems similar in size and complexity of the systems specified herein, or has the education and work experience required to obtain a GEPA Level 3 operator certification. The Wastewater Systems Manager shall have a valid Class III Wastewater System Operator's certificate issued or recognized by the Administrator of GEPA. Wastewater Systems Manager cannot be the same person as the Wastewater Systems Supervisor. Wastewater Systems Manager manages the operations of a wastewater treatment plant and collection system to ensure compliance with regulatory procedures and reporting practices. Oversees sampling and testing systems, and the functionality of pumps, conveyors, blowers, and other equipment. May typically include worker supervision, enforcing plant procedures and policies, conducting performance reviews, and overseeing training programs.
2.2.2.2	Wastewater Systems Supervisor	Provide a Wastewater Systems Supervisor who possesses a current and valid operator's certificate issued or recognized by the Administrator of GEPA and has a minimum of five years' experience as a licensed wastewater systems operator. The wastewater systems shall be at all times under the supervision of a supervisor whose competency is certified by the Administrator of GEPA in a classification corresponding to the classification of the system (currently Class III) or facilities to be operated. Wastewater Systems Supervisor oversees all wastewater treatment and collections operations systems, assist in the preparation of treatment plant budgets, plan, assign and supervise the work of a crew operating and maintaining wastewater treatment plants, and to perform other duties as required.
2.3	Special Requirements	
2.3.1	Working Hours	As necessary to meet the performance objectives, established standards, and level of services, including, but not limited to, system emergencies. The wastewater treatment plant shall be staffed 24 hours per day, seven days per week.
2.3.2	Work Coordination	Coordinate and perform all work and outages in a manner that minimizes the disruption of wastewater treatment and collection systems, interference, inconvenience, equipment downtime, and interrupted service. Coordinate non-domestic discharges into the wastewater system to ensure that bypasses and upsets do not occur. Regulatory requirements for non-domestic discharges are specified in Annex 1601000.
2.3.3	Federal and Local Authority	Conform to all environmental regulations and requirements imposed by the Federal and local authorities.
2.3.4	Cross-Connection Program	The requirements for the cross-connection program are specified under Annex 1601000. The maintenance requirements for the backflow preventers under this annex are specified in Annex 1606000.

1604000 – Wastewater		
Spec Item	**Title**	**Description**
2.3.5	Fees, Fines, and Penalties	The Contractor shall be responsible for all fees, fines, and penalties assessed by regulatory agencies if permits are violated in the course of operations and maintenance. The Contractor shall reimburse the Government for the amount of the fees, fines, penalties and all associated cost including attorney fees.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.
2.5	Financial Requirements	The Contractor shall expend, track, and record costs in a manner that supports the NAVFACMAR Wastewater Commodity cost schedule. Costs shall be broken down by labor and material in the following manner: TREATMENT PLANT METERING - A/E Services - Chemicals - Operations - Maintenance - Preventive Maintenance (PM) - Repairs* - Sustainment (ST) - Restoration & Modernization (RM) COLLECTION SYSTEM - A/E Services - Operations - Maintenance - PM - Repairs* - ST - RM METERING - A/E Services - Reading - Maintenance - Calibration - Repairs* - ST - RM *Note: The Contractor shall submit the monthly public voucher with costs separated in accordance with the above categories.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall efficiently operate, monitor, analyze and maintain the Wastewater Treatment Plant, Wastewater Collection System, Bilge and Oily Wastewater Treatment System (BOWTS) and BOWTS Collection Systems to safely collect treat and dispose of wastewater and BOWTS. This includes, but is not limited to, total configuration management, engineering, efficiency analyses, and system analyses to maximize reliability, longevity (newly installed equipment only), and efficiency.	The Wastewater Treatment Plant, Wastewater Collection System, BOWTS and BOWTS Collection Systems Descriptions are provided in J-1604000-01. The MAXIMO Utilities Assets are provided in J-1601000-02. The Contractor shall staff, operate, maintain, and analyze the entire Wastewater Treatment Plant and Wastewater Collection Systems, to include future equipment, components, and appurtenances 24 hours per day, seven days per week. The Contractor shall operate and maintain the BOWTS Plant and Collection Systems eight hours per day, five days per week, and during times of special request. The Contractor shall provide proactive management and macro-outlook of the wastewater treatment and collection systems. Analyze unusual conditions, system/component conditions, operations and capabilities, wastewater treatment, discharge, and system inflow and infiltration to determine the wastewater treatment and collection systems' performance while improving system availability and effectiveness. The Contractor shall frequently evaluate the systems configuration and operations and make recommendations for improvements. Plant and Systems components shall be efficiently and safely operated per Navy, Local and Federal regulations governing the operation of the Wastewater Treatment Facilities.	Wastewater is continuously and safely collected, treated and disposed.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall frequently monitor and inspect the systems and make appropriate adjustments to associated equipment to ensure proper operation of all equipment and processes. The Contractor shall frequently monitor and inspect the systems to identify any unusual flow conditions, such as unaccounted changes in volume or the presence of oil in wastewater, and assess their origins for corrective action. The Contractor shall analyze and measure system efficiency and capacity in order to ensure proper operation of the wastewater system. This includes review of maintenance records, wastewater quality analyses, meter readings, schedule of use, discharge pressure at various pumping rates, etc. to develop overall efficiency. The Contractor shall develop a Critical Wastewater Equipment Status Report, per Section F, and provide a System Performance Status Report, per Section F, including, but not limited to, management analyses and recommendations. The Contractor shall comply with applicable Federal, DoD, DoN, Coast Guard, Permits, and other references, instructions, and directives listed in Annex 2 for the operation of the wastewater treatment plant and BOWTS systems. The Contractor shall shut-down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no	

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			additional cost to the Government. The Contractor shall notify the KO and KO's designated representative of violations of any of the parameters and of any discharges of any type. The Contractor shall prepare and submit, per Section F, to the KO and KO's designated representative within 2 hours of the Contractor's Identification of Noncompliance. The notice shall include a description of the discharge, the cause of noncompliance, and the period of noncompliance, including exact dates and times (or if not corrected, the anticipated time the noncompliance is expected to continue) and steps being taken to reduce, eliminate, and prevent the recurrence of the non-complying discharge. Utilities connection/outages shall be in accordance with Annex 1601000. Informational Notes: Discharge of treated effluent to Tipalao Bay is covered under NPDES Permit Number GU0110019. Requirements for renewal of the permit and permit-related record keeping and reporting are specified in Annex 1601000.	
3.1	Operation	The Contractor shall operate the Wastewater Treatment Plant and Collection Systems to efficiently and safely collect, treat and dispose of wastewater such that the effluent complies with the regulatory discharge permit	The Contractor shall provide "watch-standing" or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient collection, treatment and disposal of wastewater. Operation of Wastewater Treatment Plant and Collection System and BOWTS Plant and Collection System includes	Wastewater Plant and Systems equipment and components are efficiently, safely and continuously operated per industry standards to collect, treat and dispose of wastewater and effluent complies with the NPDES permit and all

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		24 hours per day, seven days per week. The Contractor shall operate the BOWTS and Collection System to efficiently and safely collect, process and dispose of BOWTS during operating hours, throughout the contract period.	equipment and system components: a) Sewage holding tanks b) Lift stations c) Pumps d) Screens e) Filters f) Chemical treatment g) Used oil tanks h) Valves and automatic controls, etc. And tasks: a) Monitoring and regulation of equipment controls b) Maintaining operating records, logs, and reports c) Examination, lubrication and minor adjustment of equipment and system components. The Contractor shall develop, update, and post in clear view Standard Operating Procedures per UFGS, UFCs, local regulations, manufacturer's operation and maintenance manuals, manufacturer's recommendations, and industry standards. One hard copy of the current SOP, operating records, logs, reports, and procedures shall be available on site at all times. The Contractor shall ensure safe operation of all Wastewater Treatment Plant equipment by ensuring plants are staffed by qualified personnel at all times of operation. The KO and KO's designated representative shall be notified immediately if unsafe conditions are discovered. The Contractor shall ensure that all components of the Wastewater Treatment Plant and collection systems, are operational and integrated with minimal downtime.	Federal and local authorities, regulations, certifications, and requirements. BOWTS Plant and Systems equipment and components are efficiently, safely and continuously operated per specified operating criteria and applicable environmental regulations, to collect, process and dispose of BOWTS. Effluent complies with the regulatory discharge permit. Removal and/or treatment of domestic and industrial wastewater to meet discharge standards. Continuous wastewater service to all customers. No overflows or unscheduled bypasses. Equipment are operated and maintained to the manufacturer, industry, or Government standards. No instances of in-operable equipment due to insufficient maintenance of

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall ensure the odor control system is functioning properly to minimize obnoxious odor conditions at the plant. The Contractor shall ensure that sludge treatment and dewatering efficiency is not hampered by excess sludge accumulation. The Contractor shall provide an alternative means of pumping or collecting sewage to prevent, or correct, overflow situations due to equipment breakdowns, or unscheduled power outages. The Contractor shall maintain a 90-calendar day (shelf-life permitting) supply of chemicals based on worst case scenario for inventory (on Guam) to sustain continuous process of wastewater, including through disasters. Chemicals shall be turned over to the Government upon completion or termination of the contract. The Contractor shall provide the following per Section F: a) Wastewater Treatment Chemical Stock Inventory. b) Equipment Breakdown Report. c) Sewer Line Break, Overflow, and/or Backup Report. d) Emergency Repair Status Report. Informational Note: 1) The average volume of wastewater processed is approximately 2.8 million gallons per day. 2) The Government has projects programmed to mitigate difficulties in meeting permit discharge limits for nickel, aluminum and copper. The	system components. Plant down time is no more than 48 hours at any given time except where superseded by timelines under Spec Item 3.2.Sludge meets the disposal criteria of the Navy's Sanitary Landfill, and all Federal and local authorities' regulations, certifications and requirements. Unscheduled interruptions are minimized such that collection demand and effluent quality requirements are met. Reports, data, records and documentation are provided on time, complete, accurate and legible. ZERO occurrences of chemical non-availability. 90-calendar day reserve of wastewater treatment chemicals maintained at all times. No instances of unusable CHT connections.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Contractor is required to comply with all conditions of the NPDES permit number GU0110019 and to use best effort to minimize the quantities of nickel, aluminum and copper discharged, but is not expected to achieve the discharge limits for nickel, aluminum and copper until these projects have been completed. 3) Wastewater Workload Data is provided in J-1604000-02. 4) Wastewater historical information is provided in J-1604000-03.	Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.1.1	Wastewater Effluent Quality	The Contractor shall produce treated wastewater effluent that complies with the regulatory discharge permit.	Wastewater effluent quality shall comply with all local, U.S. State or Territory and Federal regulations and discharge permit requirements. Minimum quantities and frequencies of on-site sampling and laboratory analyses of wastewater shall be performed per NPDES Permit Number GU0110019 requirements and plant O& M manuals. If wastewater chemistry is confirmed, through laboratory analyses or on site testing, to not be in compliance with permit discharge limits, the Contractor shall immediately notify the KO and KO's designated representative and shall make immediate adjustments to bring the wastewater back within permit compliance limits as soon as possible. Contractor shall identify problems and adjust treatment to insure wastewater effluent complies with the regulatory discharge permit.	Laboratory analyses confirm that wastewater effluent complies with the regulatory discharge permit.
3.1.1.1	Sampling and Analysis	The Contractor shall collect and analyze sample(s) to evaluate system performance and to	The Contractor shall ensure that sewage sludge meets acceptance criteria of the Navy's Sanitary Landfill. A paint filter test is required for each load of sludge	Environmental Compliance in accordance with legal and

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		meet regulatory requirements.	to ensure that it may be disposed at the landfill. Historical information for sludge disposal is provided in J-1604000-03. Record sampling results in the paint filter test log maintained at the treatment plant. The Contractor shall provide sampling and analysis as necessary to assure the treatment and collection system is operating effectively. The Contractor shall utilize results of sampling and analysis for operational management and decision-making. The Contractor shall continuously coordinate with Annex 1601000 to determine the analytical frequencies and laboratory report submission time frames required to meet environmental compliance deadlines for submission to the Government and to make operational management decisions in a timely manner. Informational Note: Discharge monitoring reports, and annual and quarterly reports will be prepared under Annex 1601000.	regulatory requirements. Samples are collected and analyzed as specified in the NPDES permit. Laboratory results are accurate and representative of the media sample. Results of paint filter tests recorded meet the paint filter test log requirements. No consecutive readings (daily, hourly, or other specified frequency) with concentrations above the monthly average permit parameters or internal operational control concentrations. At no time shall the maximum daily discharge permit parameters be exceeded.
3.1.1.2	Sample Collection and Analytical Services	The Contractor shall provide sample collection and analytical services for compliance and operating functions to support the wastewater treatment system.	The laboratory to be used for the analytical services shall be operated in accordance with an approved Laboratory Quality Assurance Plan, per Annex 2 Quality Management Plan, and other applicable guidance and laboratory and sampling staff shall have required training, as specified in OPNAVINST 5090.1 and relevant references in J-0200000-04. The laboratory shall be accredited for testing required for Clean Water Act and NPDES	Environmental Compliance in accordance with legal and regulatory requirements. Sample collection and analytical services performed in accordance with 40 CFR 136, EPA Publication SW-846, NPDES permit, and all applicable Federal

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			compliance, as specified in OPNAVINST 5090.1 and relevant references in J-0200000-04. For NPDES and performance monitoring the laboratory shall demonstrate acceptable testing capability for each required analyte tested every year, in accordance with programs and protocol established by the U.S. Environmental Protection Agency (EPA). The Contractor shall provide Results of Performance Evaluation Analyses performed by the analytical laboratory as required in Annex 1601000. The Contractor shall ensure that laboratory data reports shall support the data, format, and schedule requirements for NPDES permit monitoring reports specified in Annex 1601000. Laboratory data reports shall include brief summaries of QA/QC parameters (including, but not limited to, condition of sample upon receipt by the laboratory, spike recovery and instrument calibration). The Contractor shall maintain raw data that could be used to re-create the laboratory results (including instrument printouts, and calibration curves). These documents shall be maintained in electronic format.	and Guam safety and environmental regulations. Accurate sample collection and analysis meets schedule requirements. All samples are analyzed within required holding times.
3.1.1.3	Field Sample Collection and Analytical Services	The Contractor shall provide plant process sample collection and analytical services, including, but not limited to, pH, dissolved oxygen,	The Contractor shall collect and analyze samples to manage daily plant operations.	Environmental Compliance in accordance with legal and regulatory requirements. Field analytical services are

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		residual chlorine, and temperature.		provided within 24 hours of the time of receipt of requirement. Sample is collected within 15 minutes of scheduled time.
3.1.2	Bilge and Oily Waste Treatment System (BOWTS)	The Contractor shall process oily waste when required.	The Contractor shall operate and maintain BOWTS to process oily waste IAW manufacturer's Operations and Maintenance (O&M) Manuals. In addition to maintaining the BOWTS IAW the manufacturer's O&M Manuals, Polaris Point, Victor, Sierra, and X-Ray BOWTS will follow system set-up and preparation, operation and maintenance listed in J-1604000-04. The Contractor shall ensure safe operation of all BOWTS Plant equipment by ensuring plants are staffed by qualified personnel at all times of operation. The KO and KO's designated representative shall be notified immediately if unsafe conditions are discovered. The Contractor shall ensure that all components of the BOWTS and BOWTS collection systems are operational and integrated with minimal downtime. The Contractor is responsible for all BOWTS discharge approvals, review/approval of request, scheduling, coordination, and hook-ups. The Contractor shall secure all risers daily to prevent unauthorized discharges. The plant is also required to operate outside of normal working hours and will be scheduled as required. The Contractor shall dispose of oily waste IAW local and Federal regulations.	Validate customer evaluation of oily waste services is satisfactory or better. All BOWTS in operational condition during operation time. BOWTS is safely collected processed and disposed.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall frequently evaluate the systems configuration and operations and make recommendations for improvements. The Contractor shall submit a monthly disposal summary sheet of all BOWTS Services as required per Section F. The Contractor shall operate and maintain BOWTS Plant and Collection System in accordance with 40 CFR, U.S. State or Territory, Federal Operating Permits, UFC, Manufacturer specification and recommendations, and commercially accepted practices.	
3.1.3	Sludge Disposal	The Contractor shall dispose of sludge from Wastewater Treatment Plant and BOWTS plant to ensure all sludge is disposed of in a safe and timely manner.	The Contractor shall submit an Annual Operations and Maintenance Plan of BOWTS for all BOWTS to reflect weekly, monthly and quarterly maintenance per Section F. The Contractor shall dispose of oily waste as directed by the Government. The Contractor shall perform testing for Toxicity Characteristic Leaching Process (TCLP), metals/VOCs/SVOCs, Flashpoint, percent Water (Karl Fisher Water Content), paint filter, pH, and percent of Solids. Prior to disposal of sludge, the Contractor shall submit test results to KO and KO's designated representative per Section F. The Contractor shall ensure that the sewage sludge complies with specifications required by the Navy's Sanitary Landfill prior to disposal.	Sludge disposed of as specified. Test results are provided to the KO and KO's designated representative.
3.1.4	Minimum Operator Attendance	The Contractor shall provide a sufficient number	The Contractor shall provide personnel per regulatory operating permit, approved	Minimum numbers and types of wastewater

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		of wastewater treatment plant operators and support personnel per shift to ensure efficient and safe operations of equipment 24 hours per day, seven days per week.	Operations and Maintenance Manual or other technical reference that specifies minimum or recommended staffing levels. All plant operators, support personnel, and supervisory operators in direct responsible charge shall meet training and certification requirements as specified.	treatment plant operators and support personnel are provided as specified. All personnel operating the plant meet the training and certification standards.
3.1.5	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating records, logs and reports for in-process tracking of plant output characteristics to ensure records, logs, and reports are current and complete.	The Contractor shall record and provide the following daily operating records and logs for unit processes such as, primary treatment, secondary treatment, chemical content, pressure readings, chemical dosages, sludge processing, odor control, flow rates, and other laboratory records, maintenance records, corrosion tests, personnel records, emergency condition records, and operating costs. The Contractor shall develop and submit a Wastewater Treatment Plant Flow Reading Report as required per Section F. The Contractor shall develop and submit a Daily Operations Logbook Report as required by Section F. The Contractor shall develop and submit a Daily Operations Readings Report as required by Section F.	All required operating records, logs, reports and procedures are maintained current and complete and applicable copies provided to the KO and KO's designated representative within the specified times. Reports, data, records and documentation are provided on time, complete, accurate and legible.
3.1.6	Supervisory Control and Data Acquisition (SCADA)	The Contractor shall operate, maintain, and monitor equipment and chemical processes for wastewater collection, treatment, and disposal via SCADA system interfaces.	The Contractor shall comply with NAVFAC Marianas FRCS Cyber Security Requirements and perform Functional Administration requirements per Annex 2. Control, program and configure settings for programmable logic controller (PLC) devices and software. Provide maintenance on PLCs, remote terminal units (RTU), and field sensors	All SCADA and Functional Administration requirements are continually met.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			associated with SCADA equipment.	
3.2	Planned Maintenance (PM)	The Contractor shall develop and implement a PM Program for the Wastewater Treatment Plant, Wastewater Collection System, BOWTS Plant, and BOWTS Collection Systems to ensure all equipment and components are in a safe, fully functional and operational condition and to sustain maximum life. The Contractor shall inspect Wet Wells, collection pipelines, and manholes to ensure a complete assessment of condition in a timely manner. The Contractor shall perform cleaning of sewer pipelines in accordance with the NPDES standards to ensure proper operation, removal of all obstructions, and proper drainage.	The Contractor shall develop and submit a PM Plan per Section F. The Contractor shall accomplish the PM in a manner that does not impede on meeting the other objectives and requirements specified under this annex. The Contractor shall not use breakdown maintenance as part of the PM program The PM program shall provide an economical approach using manufactures' recommended procedures, OEM standards, and maintenance required to satisfy equipment warranties and keep the Wastewater Treatment Plant, Wastewater Collection System, Bilge Oily Waste Treatment System (BOWTS) Plant, and BOWTS Collection Systems in normal working condition. If the KO determines that the objective and standards are not met, the Contractor shall adjust or modify the Contractor's PM program. The Wastewater Treatment Plant, Wastewater Collection System, BOWTS Plant and BOWTS Collection Systems Descriptions are provided in J-1604000-01. Maximo Utility Assets is provided in J-1601000-02. The Contractor shall incorporate early detection methods to prevent equipment malfunction. The Contractor shall calibrate equipment, including gauges, controls, and meters in accordance with industry standards and manufacturer's	PM is completed as required by manufacturer's recommendations, generally accepted industry practices, or a locally agreed upon PM schedule. No unscheduled treatment plant outages or shutdowns. No instances of unscheduled by-passing of treatment processes. Scheduled outages coordinated with affected customers before outage; follow-on coordination conducted with customers affected by scheduled and unscheduled outages. No Contractor caused sewage overflow. No instances of retention of sludge due to equipment breakdown. All equipment, including gauges, controls, and meters calibrated in accordance with industry standards and manufacturer's recommendations, to ensure accurate readings.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			recommendations, to ensure accurate readings. The Contractor shall develop and submit a Maintenance Schedule, to include pipeline and manhole cleaning, per Section F. The Contractor shall document and maintain records of Maintenance and Repair History and submit per Section F. The Contractor shall flush one quarter of the wastewater piping each year to ensure all piping has been flushed within a four-year cycle. Flush piping for food service facilities and other areas with high potential for clogs at least once per month. Contractor shall provide a flushing schedule to the KO/ KO's designated representative for approval. The Contractor shall test the television inspection equipment immediately prior to performing work to verify the picture quality. Recorded footage shall be of good image quality such that all damage and defects to pipeline can be properly assessed. The Contractor shall take video frame snapshots of all defects, damage, and obstructions. The Contractor shall record video clips of continuous structural defects, such as longitudinal cracks, with a grade rating to show the magnitude of the defect, or of surface defects, such as infiltration, to show the degree of the defects. The Contractor shall document, report, and photograph all defects, and damage while performing manhole inspections.	Reports, data, records and documentation are provided on time, complete, accurate and legible. Validated customer evaluation of oily waste services is satisfactory or better. No instances of obstruction or in-operable equipment due to insufficient flushing of lines or cleaning of system components, such as all wet wells, basins, and pits. In overflow situation, alternative means of pumping and/or collection provided. Inspection performed, recorded, and reported in compliance with the latest standards and guidance. Cleaning is accomplished in accordance with the NPDES permit and work schedule. All pipelines are cleaned and free of obstruction. All debris and solids are captured, removed, sampled, and properly disposed.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall submit Manhole Photographs and Reports, per Section F, providing recommendations for correction of any observed issues. Cleaning shall be performed to facilitate inspection and maintenance. The Contractor shall schedule cleaning to immediately precede inspection and maintenance activities whenever possible. Cleaning shall ensure that wastewater flow rates and system retention capacities are maintained. The Contractor shall furnish high velocity hydro-jetting and vacuum removal equipment as necessary to thoroughly clean system of sludge, dirt, soil, sand, rocks, roots, and other solid or semi-solid materials. Debris and solids shall be captured at the downstream manhole and removed for dewatering and disposal. The Contractor shall clean the wet wells annually or more frequently as needed to ensure proper operation of the wet well and associated equipment. The Contractor shall document, report, and photograph all defects, and damage while performing Wet Well inspections. The Contractor shall submit Wet Well Photographs and Reports, per Section F, providing recommendations for correction of any observed issues. The Contractor shall inspect each pump or lift station, and	Inspect each pump/lift station at least once every 24 hours or otherwise as specified. Sump pump operator maintenance program meets manufacturer's recommended procedures and OEM standards.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			complete Sewage Lift Station Check Lists per Section F. The Contractor shall provide an alternative means of pumping or collecting sewage to prevent, or correct, overflow situations due to equipment breakdowns, or unscheduled power outages. The Contractor shall ensure that sump pump operator maintenance will be performed in accordance with applicable Federal and local statutes and regulations, and with DoD policies, instructions and guidance. The Contractor shall alternate use of pumps/equipment to ensure equal usage at stages in treatment plant where alternation of pumps/equipment is appropriate. The Contractor shall attach identification tags or labels to all assets per NAVFAC P-603 Utilities Infrastructure Management Manual.	
3.3	Other Recurring Services	The Contractor shall perform other recurring services to the components of the wastewater treatment and collection systems.		Other recurring services are completed in a timely manner.
3.3.1	Warranty/ Guarantee Certificate	The Contractor shall create and manage a program that ensures all warranties/ guarantees in effect for existing or newly acquired equipment are reviewed periodically and utilized until their expiration.	The Contractor shall provide Warranty and Guarantee Certificate Status Report as required per Section F, on all equipment under warranty. Informational Note: Equipment includes, but is not limited to, pumps, motors, motor control centers, gas compressors, boiler, comminutor, flow recorders, centrifuge, sludge rakes, etc. Warranty and guarantee certificates apply to	All equipment under warranty are properly operated, tracked and maintained in accordance with manufacturer's recommendations. Maintenance records reflect that warranty requirements are met.

1604000 – Wastewater				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			equipment installed by the BOS Contractor or other entities.	
3.3.2	Utility Consumption Data	The Contractor shall collect and provide accurate, timely meter readings and supporting data using Government provided schedule to facilitate billing of customers.	The Contractor shall utilize meter readings for water consumption to determine wastewater collection quantities. Input ashore and afloat meter reading raw data, add ashore water consumption meter reading derivations, process all data to derive monthly wastewater collection quantities, analyze for accuracy and completeness. The Contractor shall provide Utilities Cost Analysis Report as required per Section F. The Contractor shall investigate areas of the wastewater collection system if unusual readings are perceived, and are requested by the Government.	Meter readings and supporting data are provided on time, complete, accurate and legible with no more than one error. Reports, data, records and documentation are provided on time, complete, accurate and legible.

1605000 – Steam	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Key Personnel
2.2.2.1	Steam System Manager
2.2.2.2	Steam System Supervisor
2.3	Special Requirements
2.3.1	Work Coordination
2.3.2	Federal and Local Authority
2.3.3	Cross-Connection Program
2.4	References and Technical Documents
2.5	Financial Requirements
3	Recurring Work
3.1	Operations
3.1.1	Steam Plant and Distribution System Operation
3.1.1.1	Steam Quality
3.1.1.2	Plant Boiler Combustion Limits and Efficiencies
3.1.1.3	Heating and Power Boiler Minimum Operator Attendance
3.1.1.4	Boiler Water Treatment and Testing Program
3.1.1.5	Condensate Return System
3.1.1.6	Steam Operating Records, Logs and Reports
3.1.2	Demineralized Water System Operation
3.1.2.1	Demineralized Water Quality
3.1.2.2	Demineralized Water System Minimum Operator Attendance
3.1.2.3	Demineralized Water Operating Records, Logs and Reports
3.2	Planned Maintenance (PM)
3.3	Inspection, Testing and Certification Program
3.3.1	Power Boiler and Unfired Pressure Vessels (UPV) Certification Assistance
3.4	Other Recurring Services
3.4.1	Steam Consumption Data Collection
3.4.2	Boiler Fuel Consumption Data Collection
3.4.3	Demineralized Water Consumption Data Collection
3.4.4	Demineralized Water Treatment Chemical Consumption Data Collection
3.4.5	Waterfront Support Services

1605000 – Steam		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall also provide all labor, supervision, management, tools, material, and equipment to continuously operate, maintain and repair the steam and hot water generation plant, steam and hot water distribution systems, demineralized water plant and condensate return systems at Joint Region Marianas on the island of Guam.
1.1	Concept of Operations	The intent of 1605000 Steam is to specify the requirements to provide steam, hot water and demineralized water production and distribution systems to support ships, power plants and the Naval Hospital. Included are services to operate, maintain, repair, monitor and analyze the steam, hot water and demineralized water production and distribution systems and meet customer demands, the requirements of the National Pollutant Discharge Elimination System (NPDES) discharge permits, steam quality standards, applicable laws and regulations, and other standards to maximize system availability, reliability and sustainability. Operation and maintenance of the boilers, water heaters and demineralized water systems will meet the following, in order of precedence: (1) industry standards, codes and applicable laws and regulations of Guam, (2) manufacturer's instructions and, (3) Government standards and procedures to maximize system availability, efficiency, reliability and sustainability. Prepare boilers and unfired pressure vessels for certification inspections. Interface and coordinate work with customers, U.S. Navy and Air Force personnel. Certification costing for other UPVs, boilers and hot water heaters greater than 400,000 BTUH (12 BHP) rating are found in Annex 1502000. Requirements to certify the equipment are contained within this Annex. Utility location of services are listed in Navy Facilities Asset Data (from iNFADS) J-0200000-02. Utility boundaries for services shall be in accordance with NAVFAC P-603 Utilities Infrastructure Management Manual.

1605000 – Steam		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	The Contractor shall provide an adequate amount of personnel with the current qualifications, technical knowledge, experience and skills required to efficiently operate, maintain and repair the Steam and hot water generation plant, Steam and hot water distribution systems, Demineralized water plant and Condensate return system. The Contractor shall continuously maintain an adequate staff with management expertise to assure work is scheduled and completed in accordance with these specifications. The Contractor shall maintain an adequate craft workforce to complete work in accordance with the time and quality standards specified. Primary and alternate points of contact (POCs) shall be available 24/7 (24 hours per day/7 days per week) in accordance with PWCGUAM/OICCMARINST 1601.1B. The Contractor shall ensure that all required personnel are able to/and maintain access and security clearances for the various locations required in this annex. The Contractor shall coordinate the training and approvals of the contract personnel in this annex. The Contractor shall provide qualified equipment operators and watchstanders in sufficient quantities of staffing per shift to ensure the efficient and safe operation of the heating and power boilers and demineralized water plant at all times of operation, throughout the contract period. For safety reasons, the Contractor shall meet the minimum staffing requirements for safe boiler operation. Cutting of asbestos pipe/asbestos cement pipe shall be completed by personnel with an asbestos certification. Welding on pressure piping covered by American Society of Mechanical Engineers (ASME) Boiler and Pressure Vessel Code requires specific procedures and welder qualifications. Welders and welding operators shall be properly qualified and certified. The certification shall state the type of welding, positions, code and procedure under which each is qualified and the firm and individual certifying the qualifications tests. All certifications shall be current. Personnel used to certify the boilers and unfired pressure vessels shall meet the qualifications of UFC 3-430-07. The Contractor shall ensure personnel training and certification are kept current.

1605000 – Steam		
Spec Item	**Title**	**Description**
2.2.1	Certification, Training and Licensing	Steam generation plant operators shall comply with ASME certification guidance exhibiting knowledge and skills of high capacity fossil fuel fired boilers, and principles of steam production. Heating and power boiler operators shall be qualified as having minimum training, certification, and experience specified in ASME QFO Boiler Operator certification program. Alternative demonstrations of qualifications and training are listed in NAVFACINST 11300.37 and equivalent demonstration/certification of qualifications found in NAVFAC P-1154.
2.2.2	Key Personnel	
2.2.2.1	Steam System Manager	Provide a Steam System Manager who is a registered professional engineer licensed by a U.S. state or territory with a minimum of 5 years' experience in management of steam, hot water, demineralized water systems.
2.2.2.2	Steam System Supervisor	Provide a Steam System Supervisor who has a minimum of 5 years' experience operating steam, hot water and demineralized water systems.
2.3	Special Requirements	
2.3.1	Work Coordination	The Contractor shall coordinate all aspects associated with the operations, maintenance and repair work and outages in a manner that minimizes the disruption of steam services by submitting a Monthly Work Schedule. The Contractor is responsible to ensure that personnel required are present and certified/trained/able to perform the required tasks. Coordinate all maintenance and repair work and outages in a manner that minimizes the disruption of services to customers.
2.3.2	Federal and Local Authority	Conform to all environmental regulations and requirements imposed by the Federal and local authorities.
2.3.3	Cross-Connection Program	The cross-connection program is under Annex 1601000. The maintenance requirements and backflow specialist for the backflow preventers are specified in Annex 1502000. Reports should be sent to Annex 1601000 per the cross-connection control program.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

2.5	Financial Requirements	The Contractor shall expend, track and record costs in a manner that supports the NAVFACMAR Steam Commodity cost schedule.
		
		Costs shall be broken down by labor and material in the following manner:
		• Operations
		• Maintenance
		  o Preventive Maintenance (PM)
		  o Repairs*
		  ▪ Sustainment
		  ▪ Restoration & Modernization
		
		*Note:
		The Contractor shall submit the monthly public voucher with costs separated in accordance with the above categories and shall also include Project Abbreviation, Work Order Number and Job Order Number.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall efficiently operate and maintain the steam and hot water generation plant, steam and hot water distribution systems, demineralized water plant, and condensate return system to ensure the safe production and distribution of quality, reliable steam, demineralized water, and hot water, such that all shore-to-ship steam, and shore facilities steam, demineralized water, and hot water heating requirements are continually met.	The Steam, Hot Water and Demineralized Water Distribution Systems Descriptions are provided in J-1605000-01. MAXIMO Utilities Assets are provided in J-1601000-02 and the Navy Facilities Assets (from iNFADS) are provided in J-0200000-02. The Contractor shall adhere to written operating procedures. The work will be performed on, but not limited to, the current steam, hot water, demineralized water generation plants, steam and hot water distribution systems, and condensate return system. Estimated quantities of Chemical and Material Usage are provided in J-1605000-02. Estimated quantities of Utility Workload Data are provided in J-1605000-03. The Contractor shall operate, shut-down, restart, lay-up, perform operational and start-up checks/inspections, take and record readings, take and analyze samples, make adjustments to maximize boiler and other equipment efficiencies, and perform periodic maintenance for the steam and hot water generation plant, steam and hot water distribution systems, demineralized water plant, and condensate return system as part of this requirement. The Contractor shall shut down, restart, and perform operational checks on all equipment affected by both scheduled and unscheduled utility outages at no additional cost to the Government.	Steam and hot water are continuously and safely produced and distributed and meet minimum quality standards and demand requirements, as required. Pier side steam will be provided, as required by ship. Shore facility steam and hot water is required 24 hours per day, seven days per week. Maintenance work is scheduled to not impact the delivery of this commodity. Demineralized water is safely and efficiently produced and distributed and meets minimum quality standards and demand requirements, as required. Maintenance work is scheduled to not impact the delivery of this commodity.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall develop, maintain and submit, per Section F, a current Special Tools and Critical Spare Parts List and maintain such inventory required to keep the entire system in continuous service and respond to emergency casualties so as to meet all steam, demineralized water and hot water service requirements. The list will be updated as required by new equipment. Pier side steam and demineralized water demand will vary as required by ship. Demineralized water shall be supplied to the ship or shore facility as it is required. Shore facility steam and hot water is required 24 hours per day, seven days per week. Pier side support includes maintaining, certifying, connection and disconnection of steam and demineralized water. Maintain records, logs, procedures repair/replacements equipment and manuals and provide to Government representative as required. Where multiple equipment exists, the Contractor shall rotate their operation to extend operational life of the equipment.	
3.1	Operations	The Contractor shall operate the steam and hot water generation plant, steam and hot water distribution System, demineralized water plant and condensate return system to efficiently and	Operation consists of “watch-standing” or attendance type work, sampling, testing, equipment operations, equipment adjustments, water transportation, observations and data recording by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient generation and distribution of steam and hot water.	Plant and Systems equipment and components are efficiently, safely and continuously operated per specified operating criteria to produce quality steam, demineralized water and hot water to meet demand.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		safely produce quality steam, demineralized water and hot water to ensure all shore-to-ship steam, demineralized water, and shore facilities steam and hot water heating requirements, are continuously met, using approved procedures.	Operation of the steam and hot water generation plant, steam and hot water distribution systems, and condensate return system includes equipment and system components, such as, plant boilers, heat exchangers, monitoring and controls systems, meters, steam traps, pumps, valves, and system/distribution lines, and includes tasks, such as, monitoring and regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components. The task will be performed on all equipment that is the primary, or support for the Steam, Hot Water, Demineralized Water and Condensate Return Systems. Steam sampling shall meet the requirements of MIL-STD-1362A. Steam and Feed / Makeup / Demineralized Water quality and testing shall meet the requirements of NAVFACINST 11300.37A. The Contractor shall maintain complete control of the steam, condensate, demineralized water and hot water equipment and system operation. Access will be coordinated through the UEM Director or his representative. The Contractor shall develop and submit, per Section F, Standard Operating Procedures to which he shall adhere. The operating procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, (2) industry standards and national codes, and (3) procedures outlined in NAVFAC publication MO 209, MO 225 and UFC 3-430-07.	Unscheduled interruptions are minimized such that steam temperature and pressure (quality) and hot water temperature demands are met. Systems are operated in accordance with industry standards. Current operating procedures on site. Plant and distribution systems' equipment and components are efficiently, safely and continuously operated to meet demand. Operational production, distribution, equipment operating data and equipment maintenance records are delivered on time.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The procedures shall also include operator's qualification requirements, inspection check sheets, data and verification reporting to demonstrate the equipment as well as the system is being operated to maximize efficiency and minimize deterioration. The data and check sheets shall also demonstrate the quality of steam and demineralized water being produced and delivered meet the user's requirements. Record the monthly boiler fuel consumption for each facility. Submit a Boiler Fuel Consumption Report, monthly. Quality Assurance validation shall also be identified in the records. The Contractor shall have the current operating procedures for steam, hot water generation and demineralized water plants, steam and hot water distribution systems, and condensate return systems. Safe operation shall ensure that all Heating and Power Boilers and equipment requiring operator attendance are staffed by qualified personnel at all times of operation, and that, no plant boilers requiring certification shall be operated without a valid Inspection Certificate, NAVFAC Form 11014/32. Support waterfront steam and demineralized water requirements as scheduled by Port Operations. The COR shall be notified immediately when unsafe conditions are discovered, during normal operations or following certification inspection or repair of a pressure component or auxiliaries. The affected equipment shall not be	

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			placed back in operation until written authorization and certification is received from a certified boiler inspector. Where multiple Boilers exist, the Contractor shall rotate their operation to assure that the boiler plant is fully functional at all times. The Contractor shall maintain a minimum 90-day inventory of water treatment chemicals (shelf life permitting).	
3.1.1	Steam Plant and Distribution System Operation	The Contractor shall operate the steam plant, distribution and condensate collections systems to efficiently and safely produce quality steam, for all shore-to-ship steam and shore facilities' steam heating requirements, are continuously met, using approved procedures.	The Contractor shall develop, implement and submit, per Section F, a written operating procedures called Steam Plant and Distribution Systems Operating Procedures. The operating procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, (2) industry standards and national codes, and (3) procedures outlined in NAVFAC publication MO 209, MO 225 and UFC 3-430-07. Procedures shall cover items such as: a) Safety plan including precautions, Material Safety, Lock Out/Tag Out procedures and Emergency Response Planning. b) Inspect and perform checks on primary and auxiliary equipment prior to light-off. c) Steps to light-off and secure equipment. d) Operate and adjust all primary and auxiliary systems (such as boilers, fuel feed and storage systems, water level, feedwater pumps, regulators, exhaust gas,	Steam Plant and Distribution Systems Operating Procedures submitted within the required timeframe. Equipment manuals are made available to the Government as required. Personnel shall be familiar with the current operating procedures and have them available on site. Boilers over 12 BHP that are operated have been inspected and certified per UFC 3-430-07. Root Cause Analysis and Corrective Actions report is comprehensive and give sufficient detail to ensure follow-up efforts will minimize or eliminate failure.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			steam pressure and blowdown, chemical addition, steam traps, etc.) e) Distribution system warm-up, drain and venting f) Distribution system checks g) Distribution system monitoring sensors h) Logging all operating conditions i) Diagnose and correct operational problems j) Test the operation of the plant equipment and its control and safety devices. k) Perform water and steam quality/hardness tests on treated water and steam. Steam or water that does not meet the specified requirements shall not be delivered. l) Safety plan including precautions, Material Safety and Emergency Response Planning m) Mishap and outage reporting. n) Root Cause Analysis and subsequent Corrective Actions reporting o) Special Tools Safe operation shall ensure that all Heating and Power Boilers and equipment requiring operator attendance are staffed by qualified personnel at all times of operation, and that, no plant boilers requiring certification shall be operated without a valid Inspection Certificate, NAVFAC Form 11014/32. Where multiple boilers exist, the Contractor shall rotate their operation to assure that the	

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			boiler plant is fully functional at all times.	
3.1.1.1	Steam Quality	The Contractor shall provide and implement a steam testing program to ensure the pressure, and purity requirements UFC 4-150-02 for Shipboard steam and equipment manufacturer's requirements for shoreside facilities equipment are met.	The Contractor shall develop and submit, per Section F, Steam Testing Program to include collection of samples, testing and adjustment of boilers. The testing procedures prepared by the Contractor in this program shall adhered to and be based on the following, in order of precedence: (1) Shipboard requirements and procedures outlined in UFC 4-150-02 (ONLY FOR SHIPBOARD STEAM), (2) manufacturer's instructions, (3) industry standards and codes. Pier side steam delivered to the ships shall meet pressure and quality requirements of UFC 4-150-02. Shipboard steam connections shall be sampled and tested daily, recorded and provided on the Contractor developed Shipboard Steam Connection Testing Data Sheets and submitted daily, per Section F. Each pier steam distribution shall be sampled and tested quarterly, recorded and provided on the Contractor developed Pier Distribution Steam Testing Data Sheets, per Section F. Other Ship steam certification requirements: a) Documentation of the most recent daily and quarterly analysis results shall be provided to each ship prior to shore steam hookup. b) Daily steam analysis results shall be made available to each ship. c) Each ship shall be notified any time shore steam does not meet the specified requirements.	Steam Testing Program is submitted within the scheduled timeframe. Testing and data sheets demonstrate that steam delivered to the pier and Ships meet the quality require-ments prior to connection to ships. Daily and quarterly testing and reporting are provided within the required timeframes. Twice weekly testing is performed and data sheets provided for shore facilities demonstrate that the steam delivered meets the quality requirements of the connected equip-ment 95% of the time during operations.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Steam delivered to other facilities shall meet the purity requirements of the supported equipment. Shoreside Facilities shall have Contractor perform twice weekly testing and provide data sheets for shore facilities demonstrating the steam delivered meet the quality requirements of the connected equipment, recorded and provided on the Contractor developed Shoreside Facilities Steam Testing Data Sheets, per Section F.	
3.1.1.2	Plant Boiler Combustion Limits and Efficiencies	The Contractor shall provide and implement a boiler exhaust testing program to efficiently operate and make adjustments to the plant boilers to ensure specified combustion limits and efficiencies are continuously met.	The Contractor shall develop and submit, per Section F, a Boiler Exhaust Testing Program to include sampling, testing and adjustment of boilers. The sample and testing procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, (2) industry standards and codes, and (3) procedures outlined in UFC 3-430-07 or use combustion efficiency formula below: a) Fuel Combustion Efficiency b) Oil -0.250(CO2)-0.9009 (Ts-Ta+7.5) +94.3 c) Ambient air temperature (Ta) should be taken before the first heat transfer device. d) Flue gas temperature (Ts), O2, CO2, and CO readings should be taken after the last heat recovery device. e) Since a single CO2 value may have more than one O2 value and air infiltration can be a problem, O2 versus CO2 needs to be plotted on an Oswald chart. f) Temperatures are in degrees Fahrenheit.	Boiler Exhaust Testing Program is submitted and approved in a timely manner. The Contractor shall perform testing and record data to demonstrate that boiler combustion process meets requirements or maximum efficiency 95% of the time during operations. Provide data sheets as requested by Government.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			g) CO2 and O2 readings are in % by volume. h) The CO reading should not exceed 200 ppm.	
3.1.1.3	Heating and Power Boiler Minimum Operator Attendance	The Contractor shall provide qualified equipment operators and watchstanders in sufficient quantities of staffing per shift to ensure the efficient and safe operation of the boilers and feedwater plant at all times of operation, throughout the contract period.	The Contractor shall develop and submit, per Section F, a Steam Plant and Distribution System Operator Attendance Schedule to safely and efficiently operate the steam and condensate systems. Schedule shall include personnel training and qualification information and status in a Qualified Personnel List. Pier side support will vary depending on ship berthing and steam requirements. Attendance visits for operating equipment shall be of sufficient duration to observe, perform operator checks and adjustments, and log observations and operating conditions. For safety reasons, the Contractor shall at least meet the minimum staffing requirements for safe boiler operation.	Operator Attendance Schedule is submitted within the required timeframe. Operators and watchstander attendants have current training for applicable equipment and certification to operate, adjust and collect data to support safe boiler, water heater and demineralized water equipment operations as specified in operating procedures. Operating log shows times when operator and watchstander performed checks, inspections and necessary adjustments.
3.1.1.4	Boiler Water Treatment and Testing Program	The Contractor shall provide and implement a Boiler and Feedwater Testing and Treatment Program to ensure steam and boiler feedwater produced and delivered will yield optimum equipment operation and efficiency and Shipboard steam	The Contractor shall develop and submit, per Section F, a Boiler and Feedwater Testing and Treatment Program to include collection of samples, testing and treatment of boiler and feedwater such that the Shipboard steam meets all quality requirements. The testing and treatment procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) Shipboard steam	Boiler Water Testing and Treatment Program Plan submitted in a timely manner. Boiler and Feedwater is sampled and tested in accordance with the Contractor's incorporated Boiler and Feedwater Testing and Treatment

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		meets quality requirements of UFC 4-150-02 and results of analysis are documented and available as required.	requirements and procedures outlined in UFC 4-150-02, (2) manufacturer's instructions, (3) industry standards and codes or MO 225. a) Shipboard steam shall be sampled and tested daily. Record and provide data on Contractor developed Shipboard Steam Boiler Feedwater Testing Data Sheets, per Section F. b) Documentation of the most recent daily analysis results shall be provided to each ship prior to hookup. c) Shore side facilities boiler water shall be sampled and tested quarterly, recorded on the Contractor developed Shoreside Facility Boiler Water Testing Data Sheets, per Section F, compiled and submitted annually. d) Make adjustments to boiler feed demineralized water treatment. e) Maintain record of treatment chemicals used, amount of demineralized water produced and demineralized water distributed on Contractor developed data sheets. f) Feedwater that does not meet the specified requirements shall not be delivered or used. g) Provide data sheets to Government as required.	Program. The Contractor shall provide daily pier side water test data sheets as required. Water for shore facilities have quarterly data collected and annually provided to COR.
3.1.1.5	Condensate Return System	The Contractor shall operate the condensate return system to ensure minimal condensate loss nor contamination.	The Contractor shall prepare and submit, per Section F, a Condensate Return System Operating Procedures for the condensate system equipment. The operating procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, or (2) industry standards and	Condensate is returned to the Plant in accordance with the Operating Procedures 95% of the time during operations.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			national codes. Procedures shall cover items such as: a) Inspect and perform checks on equipment prior to light-off. b) Steps to operate equipment during boiler lite-off and shut down. c) Operating and adjustments d) Logging all operating conditions e) Listing acceptable operating conditions (temperatures, flows, etc) f) Diagnose and correct operational problems g) Safety plan including precautions, Material Safety and Emergency Response Planning h) Mishap and outage reporting.	
3.1.1.6	Steam Operating Records, Logs and Reports	The Contractor shall prepare, submit and maintain operating records, logs and reports for process tracking of plant operations and output characteristics for operators, watchstanders and technicians.	The Contractor shall submit, per Section F, a monthly Steam Plant Boiler Operating Records, Logs and Reports document. The document shall include shall include copies of daily operating logs, chemical treatment performed, and steam, boiler feedwater and condensate return water laboratory analysis. Maintain a Boiler History File at each location. History file shall contain operating records, logs, steam and water test reports, chemical treatment performed, maintenance and repair actions. The Contractor shall provide the monthly Steam Meter Reading, Boiler Fuel Consumption Report, and Demineralized Water Production and Consumption Report electronically.	All required operating records, logs, and reports are maintained current and complete and applicable copies provided to the KO within the specified times. Other data sheets are available to Government as requested in a timely manner.
3.1.2	Demineralized Water System Operation	The Contractor shall ensure the safe and efficient	The Contractor shall operate and maintain complete control of the demineralized water generation	Demineralized Water Systems Operating

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		operation of the demineralized water plant equipment and distribution equipment.	and distribution equipment and system operation. Access will be coordinated through the UEM Director or his representative. The Contractor shall prepare and submit, per Section F, a Demineralized Water System Operating Procedures document. The operating procedures prepared by the Contractor shall be based on the following, in order of precedence: (1) manufacturer's instructions, (2) industry standards and national codes, and (3) procedures outlined in NAVFAC publication MO 225, and NAVFACINST 11300.37A. Procedures shall cover items such as: a) Safety plan including precautions, Material Safety, Lock Out/Tag Out procedures and Emergency Response Planning. b) Inspect and perform checks on primary and auxiliary equipment prior to light-off. c) Steps to start up demineralizer train. d) Operate and adjust all primary and auxiliary systems (such as chemical feeds, drains, output quality, etc.) as required. e) Logging all operating conditions f) Diagnose and correct operational problems g) Test the operation of the demineralizer and its control and safety devices. h) Mishap and outage reporting i) Root Cause Analysis and subsequent Corrective	Procedures submitted within the required timeframe. Equipment manuals are made available to the Government as required. Personnel shall be familiar with the current operating procedures and have them available on site. Plant and Systems equipment and components are efficiently, safely and continuously operated per specified operating criteria to produce quality Demineralized Water to meet demand. Unscheduled interruptions are minimized such that Demineralized Water quantity and quality demands are met. Root Cause Analysis and Corrective Actions report is comprehensive and give sufficient detail to ensure follow-up efforts will minimize or eliminate failure.

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Actions reporting j) Special Tools The procedures shall also include operator's qualification requirements, inspection check sheets, data and verification reporting to demonstrate the equipment as well as the system is being operated to maximize efficiency and minimize deterioration. The data and check sheets shall also demonstrate the quality of demineralized water being produced and delivered meet the users' requirements. Record the monthly equipment "operation time" and water delivered. Quality Assurance validation shall also be identified in the records. Safe operation shall ensure that all primary and support equipment requiring operator attendance are staffed by qualified personnel at all times of operation.	
3.1.2.1	Demineralized Water Quality	The Contractor shall provide and implement a Demineralized Water Testing Program to ensure the quality and purity requirements of UFC 4-150-02 and NAVFACINST 11300.37A for Demineralized Water are met.	The Contractor shall develop and submit per Section F, a Demineralized Water Quality Testing Program to include collection of samples, testing and adjustment of Demineralized Water equipment. Testing procedures prepared by the Contractor in this program shall be adhered to and be based on the following, in order of precedence: (1) Shipboard requirements as outlined in UFC 4-150-02, (2) manufacturer's instructions, (3) industry standards and codes or NAVFACINST 11300.37A. Make adjustments to demineralized water treatment process as required.	Demineralized Water Quality Testing Program is submitted within the required timeframe. The Contractor shall perform testing and provide data sheets to demonstrate that Demineralized Water delivered to the pier and Ships meet the quality requirements prior to connection to ships, and periodically during support, as required by ship (daily) and upon

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Maintain record of treatment chemicals used, amount of demineralized water produced and demineralized water distributed on Contractor developed data sheets. Demineralized water that does not meet the specified requirements shall not be delivered. Shipboard Demineralized Water shall be sampled and tested daily at the manifold or connection from the tanker truck, recorded and provided on the Contractor developed Demineralized Water Connection Testing Data Sheets and submitted daily. Other Ship Demineralized Water certification requirements: a) Documentation of the most recent daily and quarterly analysis results shall be provided to each ship prior to shore Demineralized Water hookup. b) Daily analysis results shall be made available to each ship. c) Each ship shall be notified any time Demineralized Water does not meet the specified requirements.	disconnection. Daily testing and reporting are provided demonstrating the Demineralized Water delivered meet the quality requirements 95% of the time during operations.
3.1.2.2	Demineralized Water System Minimum Operator Attendance	The Contractor shall provide qualified equipment operators and watchstanders in sufficient quantities of staffing per shift to ensure the efficient and safe operation of the heating and power boilers and demineralized water plant at all times of operation, throughout the	The Contractor shall develop and submit, per Section F, a Demineralized Water System Operator Attendance Schedule to safely and efficiently operate the demineralized water systems. Attendance visits for operating equipment shall be of sufficient duration to observe, perform operator checks and adjustments, and log observations and operating conditions. Informational note: Pier side support will vary depending on ship berthing and	Operator Attendance Schedule is submitted within the required timeframe. Operators and watchstander attendants have current training for applicable equipment and certification to operate, adjust and collect data to support safe

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		contract period.	demineralized water requirements.	demineralized water equipment operations as specified in operating procedures. Operating log shows times when operator and watchstander performed checks, inspections and necessary adjustments.
3.1.2.3	Demineralized Water Operating Records, Logs and Reports	The Contractor shall prepare, submit and maintain operating records, logs and reports to ensure plant and distribution systems' operating and output characteristics are being monitored and corrected as required by operators, watchstanders and technicians.	The Contractor shall develop and submit, per Section F, a monthly Demineralized Water Operating Records, Logs and Reports document which includes copies of daily operating logs, equipment adjustments performed, and Demineralized Water quality analysis. Maintain a Demineralized Water History File at each location. History file shall contain operating records, logs, Demineralized Water quality test reports, equipment adjustments performed, maintenance and repair actions and monthly production/ operation time reports. The Contractor shall provide the Monthly Demineralized Water Production Meter Reading on paper and electronically. Contractor shall monitor and record chemical usage.	All required operating records, logs, and reports are maintained current and complete and applicable copies provided to the KO within the specified times. Other data sheets are available to Government as requested in a timely manner.
3.2	Planned Maintenance (PM)	The Contractor shall develop and implement a program to maintain the steam and hot water generation plant, steam and hot water distribution	The Contractor shall develop, implement and submit, per Section F, an Equipment and System Maintenance Program Plan for the steam, hot water and demineralized water plants and distribution systems. The maintenance program shall include a plan with maintenance	PM Program Plan is submitted within required time-frame. Maintenance tasks are scheduled and performed on the steam and hot

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		systems, demineralized water plant, steam and hot water distribution systems and condensate return system at their current conditions to meet their intended purpose and sustain maximum life with the results provided in MAXIMO.	and repair procedures prepared by the Contractor based on the following, in order of precedence: (1) manufacturer's instructions and recommendations, (2) industry standards and national codes, and (3) procedures outlined in NAVFAC publication MO 209, UFC 3-410-06N and UFC 3-430-07. This PM plan shall provide group actions for Annual Maintenance, Semi-annual Maintenance, Quarterly Maintenance, Monthly Maintenance, Weekly Maintenance, Daily Maintenance, Per Shift Maintenance, Hourly Maintenance as required by manufacturer recommendations, code or Government Instruction. The plan shall also include maintenance technician's qualification requirements, inspection check sheets, data and verification reporting to demonstrate the equipment as well as the system is being maintained to minimize deterioration. Maintenance shall include cleaning, preparation and operator/technician support for certification assistance for boilers, and unfired pressure vessels in accordance with UFC 3-430-07. Submit the Maintenance Plan broken up by periodicity (Annual, Semi-annual, Quarterly, Monthly, etc.). Provide all necessary test instruments, equipment, and tools required to perform maintenance. The PM Plan shall include all equipment associated with the Steam, Hot Water and	water generation plant, steam and hot water distribution systems, demineralized water plant, and condensate return system per the Contractor's maintenance plan and procedures and reported in MAXIMO. As a result, the system equipment with the appropriate secondary/backup equipment are operational. Degradation Index (DI) is recorded as of latest maintenance action. Unscheduled interruptions are minimized such that steam temperature and pressure and hot water temperature demands are met. Pier side steam will be provided, as required by ship. Shore facility steam and hot water is required 24 hours per day, seven days per week. Completed work can be tracked through MAXIMO. Inventory of Maintenance Supplies and Special Tools are kept complete and without expired

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Demineralized Water Systems, and also include Unfired Pressure Vessels from Annex and Sub Annexes of 1500000. Estimated Equipment Inventory List and Description of Steam, Hot Water and Demineralized Water is in J-1601000-02. Major Maintenance, such as Overhauls, that occur on a frequency greater than every two years shall be planned and tracked but executed as Non-Recurring Work. The ACOR and COR shall be notified immediately when unsafe conditions are discovered. Utilize MAXIMO to record all maintenance and repair work. Inventory of equipment is kept current with new equipment added and replaced components deleted. As maintenance is performed Degradation Index (DI) is updated.	shelf life. All Maintenance tasks, including Overhauls, are planned and tracked, even those executed as Non-Recurring Work.
3.3	Inspection, Testing and Certification Program	The Contractor shall ensure the tanks in the steam plant, condensate equipment, demineralized water plant and distribution equipment are fit for service to meet intended needs	The Contractor shall develop, implement and submit, per Section F, a Tank Inspection Program for the steam plant, condensate equipment, demineralized water plant and distribution equipment. The inspection program shall include a plan with frequency and procedures prepared by the Contractor based on the following, in order of precedence: (1) manufacturer's instructions and recommenda-tions, (2) industry standards and national codes. The plan with procedures shall cover items such as: a) Periodic inspections and checks on equipment. b) Periodic cleaning	Tank Inspection Program Plan submitted within required time-frame. Water and chemical tanks are fit for service to meet intended needs. No service disruptions due to tank failures (structural or cleanliness).

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			c) Disassembly and re-assembly instructions for cleaning and inspections. d) Acceptable conditions and parameters. e) Descriptions of abnormal conditions f) Troubleshooting procedures to correct abnormal condition g) Logging all inspection conditions including check sheets (condition monitoring records) and repair actions to be taken. h) Schedule of periodic refurbishment or replacement i) Housekeeping requirements j) Painting and preservation k) Safety plan and precautions (conditions and material hazards) including Lock-out/Tag-out procedures, confined space entry requirements, etc.	
3.3.1	Power Boiler and Unfired Pressure Vessels (UPV) Certification Assistance	The Contractor shall thoroughly clean and prepare the system Heating and Power Boilers and UPVs to allow testing, inspections and certification. The Contractor shall support all certification testing for the Certified Boiler Inspector.	The Contractor shall provide advance notification to the KO when boilers, and UPVs are ready for testing and certification, normally in conjunction with annual boiler overhaul, and shall assist in the certification process. The boiler certification process will consist of four phases: a) external inspection b) internal inspection c) hydrostatic pressure testing d) operational and safety testing. Keep completed certification certificate form Inspection	Operational Boilers and UPVs are cleaned and prepared for testing and Government certification per UFC 03-430-07. Certified Inspector successfully performs certification inspections and testing, and each equipment is certified and ready to operate through a completed and valid NAVFAC Form 9-11014/32

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Certificate (NAVFAC Form 9-11014/32), for history files when received from Government representative.	in history files.
3.4	Other Recurring Services	The Contractor shall perform other recurring services on facilities, systems, and equipment to ensure they are fully functional and operational.		Systems and equipment are in an operable condition and function properly in accordance with specified standards. Services are completed in a timely manner.
3.4.1	Steam Consumption Data Collection	The Contractor Shall collect and provide accurate and timely Steam consumption data based on steam delivered.	The Contractor shall collect and submit, per Section F, a Steam Consumption Data Report each month to charge customers, based on the Steam produced. Consumption shall be divided among the customer's usage (connection durations). Consumption data shall be provided on the 3rd working day of the following month.	Consumption data is provided on the scheduled date. The data is accurate, complete and with no errors. Proration factors are accurate, correct and updated monthly.
3.4.2	Boiler Fuel Consumption Data Collection	The Contractor Shall collect and provide accurate and timely Boiler Fuel consumption data.	The Contractor shall collect and submit, per Section F, a Boiler Fuel Consumption Data Report each month. Consumption data shall be provided on the 3rd working day of the following month.	Consumption data is provided on the scheduled date. The data is accurate, complete and with no errors.
3.4.3	Demineralized Water Consumption Data Collection	The Contractor Shall collect and provide accurate and timely Demineralized Water production and consumption data based on Demineralized Water delivered.	The Contractor shall collect and submit, per Section F, a Demineralized Water Production and Consumption Data Report each month to charge customers based on the Demineralized Water delivered. Customer consumption shall be based on Demineralized Water delivered. Consumption data shall be provided on the 3rd working day of the following month.	Consumption data is provided on the scheduled date. The data is accurate, complete and with no errors.
3.4.4	Demineralized Water Treatment	The Contractor shall collect and	The Contractor shall collect and submit, per Section F, a	Consumption data is provided on the

1605000 – Steam				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
	Chemical Consumption Data Collection	provide accurate and timely Chemical consumption data for the Demineralized Water Treatment	Chemical Consumption and Inventory Data Report each month. Consumption data shall be provided on the third working day of the following month.	scheduled date. The data is accurate, complete and with no errors.
3.4.5	Waterfront Support Services	The Contractor shall provide waterfront support services to connect, disconnect and miscellaneous work to provide pier side Steam, Demineralized Water and Condensate utility service to Navy ships.	The Contractor will perform all utility connection and disconnection work to support Port Operations at pier side. This annex covers work for the Steam, Demineralized Water and Condensate systems at the pier. Work will be coordinated by Port Operations. There will be a 72-hour minimum notification for docking and a 24 hour minimum notification for un-docking.	Port operations are carried out per Port Operations Schedule, with no delays due to shore side utility connection or disconnection problems.

1606000 – Water	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training and Licensing
2.2.2	Key Personnel
2.2.2.1	Water Systems Manager
2.2.2.2	Water Systems Supervisor
2.2.2.3	Backflow Prevention Assembly General Tester and Specialist
2.3	Special Requirements
2.3.1	Work Coordination
2.3.2	Federal and Local Authority
2.3.3	Cross-Connection Program
2.4	References and Technical Documents
2.5	Backflow Preventers
2.6	Financial Requirements
3	Recurring Work
3.1	Operation
3.1.1	Water Quality
3.1.1.1	Sampling and Analysis
3.1.1.2	Sample Collection and Analytical Services
3.1.2	Minimum Operator Attendance
3.1.3	Operating Records, Logs, Reports and Procedures
3.1.4	Supervisory Control and Data Acquisition (SCADA)
3.2	Planned Maintenance (PM)
3.3	Other Recurring Services
3.3.1	Warranty/ Guarantee Certificate
3.3.3	Drought Management

1606000 – Water		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material and equipment to continuously operate and maintain the Raw Water Supply, Water Treatment Plant and Potable Water Distribution Systems located at Joint Region Marianas on the island of Guam.
1.1	Concept of Operations	The intent of 1606000 Water is to specify the requirements to operate, maintain, monitor and analyze the potable water production and distribution systems, meet the customer demands and the requirements of the well operating permits, the National Pollutant Discharge Elimination System (NPDES) discharge permit, the water quality standards of the Safe Drinking Water Act (SDWA), and applicable laws, regulations, and standards to maximize system availability, reliability and sustainability. Interface, inform and coordinate work with cognizant customer designees, other Contractors and Navy personnel. Interface and coordinate work with regulatory and other Government agencies through Naval Facilities Marianas (NFM), Guam Utilities Department. Collect and provide meter readings to facilitate determination of potable water consumption. Reduce and control potable water systems losses. Plan, prepare and perform emergency operations and measures. Continue to operate and maintain the potable water systems during periods of contingencies and recovery operations. Coordinate operations with specific environmental compliance oversight and reporting and permit renewal requirements. Ensure that the Government is apprised of any situations of non-compliance. The well operating permits listed in J-0200000-04, are issued for production and use of water resources. Permits establish operating conditions, such as allowable pumping rates, infrastructure requirements, long-term monitoring and inspections. Requirements for renewal of the permit and permit related record keeping and reporting are specified in Annex 1601000. Discharge of treated effluent to Namo River is covered under NPDES Permit Number GU0110019. Requirements for renewal of the permit and permit related record keeping and reporting are specified in Annex 1601000. Utility location of services are listed in Navy Facilities Asset Data (from iNFADS) J-0200000-02. This attachment lists all of the facilities, including lengths of lines which collect or distribute the commodities throughout Guam. Utility boundaries for services shall be in accordance with NAVFAC P-603 Utilities Infrastructure Management Manual.

1606000 – Water		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	Personnel shall have the qualifications, technical knowledge, experience and skills required to safely, correctly, and efficiently manage, operate, maintain, and analyze the water treatment and distribution systems. Primary and alternate points of contact (POCs) shall be available 24/7 (24 hours per day/7 days per week). Personnel who are inspecting, testing, and maintaining the fire hydrants must have certification in accordance with NFPA 291. A minimum of one well driller must be present for any maintenance requiring removal of the well head. Well drillers must have a well drillers license approved by GEPA. Cutting of asbestos pipe/asbestos cement pipe shall be completed by personnel with an asbestos certification. Welding on pressure piping covered by American Society of Mechanical Engineers (ASME) Boiler and Pressure Vessel Code requires specific procedures and welder qualifications. Welders and welding operators shall be properly qualified and certified. The certification shall state the type of welding, positions, code and procedure under which each is qualified and the firm and individual certifying the qualifications tests. All certifications shall be current.
2.2.1	Certification, Training and Licensing	The Contractor shall employ certified water treatment plant operators who are experienced in similar plants and systems to perform the requirements of this functional section. A potable water employee, who is certified by the Administrator of GEPA in a classification corresponding to the classification of the system, currently plant operator Class IV, or facilities to be operated, must be present on-site 24/7 (24 hours per day/7 days per week) in accordance with GEPA Potable water operators shall meet all Federal and local authorities' regulations, certifications, requirements and be knowledgeable of industry standards, such as the American Water Works Association (AWWA). Operators shall be certified by the Administrator of GEPA in a classification corresponding to the classification of the system, currently distribution Class II, or facilities to be operated. Each operator shall possess a current and valid operator's certificate issued or recognized by the Administrator of GEPA. Personnel testing backflow preventers shall meet the requirements listed in Spec Item 2.2.2.3. Personnel testing, servicing, and maintaining Cathodic Protection systems shall be trained in accordance with UFC and 40 CFR 280.

1606000 – Water		
Spec Item	**Title**	**Description**
		The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current.
2.2.2	Key Personnel	
2.2.2.1	Water Systems Manager	The Contractor shall provide a Water Systems Manager who is a registered professional engineer licensed by a U.S. state or territory with a minimum of 5 years' experience in the potable water systems, or has the education and work experience required to obtain a GEPA level 4 operator certification. Should the potable water systems manager not be a registered professional engineer licensed by a U.S. state or territory, one must be retained in Annex 1601000. Water Systems Manager cannot be the same person as the Water Systems Supervisor. The Water Systems Manager manages the operations of a Water treatment plant and distribution system to ensure compliance with regulatory procedures and reporting practices. Oversees sampling and testing systems, and the functionality of pumps, conveyors, blowers, and other equipment. May typically include worker supervision, enforcing plant procedures and policies, conducting performance reviews, and overseeing training programs.
2.2.2.2	Water Systems Supervisor	The Contractor shall provide a Water Systems Supervisor who possesses a current and valid operator's certificate issued or recognized by the Administrator of GEPA and has a minimum of 5 years' experience as a licensed water systems operator. The water systems shall be at all times under the supervision of a supervisor whose competency is certified by the Administrator of GEPA in a classification corresponding to the classification of the system (currently Class IV) or facilities to be operated. The Water Systems Supervisor oversees all Water treatment plant and distribution systems, assist in the preparation of treatment plant budgets, plan, assign and supervise the work of a crew operating and maintaining wastewater treatment plants, and to perform other duties as required.
2.2.2.3	Backflow Prevention Assembly General Tester and Specialist	The person testing the backflow prevention assembly and the specialist managing the backflow prevention program shall obtain certification from the Training, Research and Education for Environmental Occupation (TREEO) Center at the University of Florida Division of Continuing Education, the Foundation for Cross-Connection Control and Hydraulic Research (FCCHR) at the University of Southern California, or the American Backflow Prevention Association (ABPA).
2.3	Special Requirements	
2.3.1	Work Coordination	The Contractor shall coordinate and perform all work and outages in a manner that minimizes the disruption of water treatment and distribution systems, interference, inconvenience, equipment downtime and interrupted service.
2.3.2	Federal and Local Authority	The Contractor shall conform to all water treatment and distribution systems regulations and requirements imposed by the Federal and local authorities.
2.3.3	Cross-Connection Program	The cross-connection program is under Annex 1601000. The maintenance requirements and backflow specialist for the backflow preventers are specified in this annex. Reports should be sent to Annex 1601000 per the cross-connection control program.

1606000 – Water		
Spec Item	**Title**	**Description**
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04
2.5	Backflow Preventers	The backflow preventers shall be tested and certified by personnel as specified under Spec Item 2.2.2.3.

2.6	Financial Requirements	The Contractor shall expend, track, and record costs in a manner that supports the NAVFACMAR Water Commodity cost schedule.
		
		Costs shall be broken down by labor and material in the following manner:
		PRODUCTION
		• A/E Services
		• Water Treatment Plant
		• Operations
		• Chemicals
		• Maintenance
		  o Preventive Maintenance (PM)
		  o Sustainment (ST)
		  o Restoration & Modernization (RM)
		
		TRANSMISSION
		• A/E Services
		• Operations
		• Chemicals
		• Maintenance
		  o PM
		  o ST
		  o RM
		
		DISTRIBUTION
		• A/E Services
		• Operations
		• Chemicals
		• Maintenance
		  o PM
		  o ST
		  o RM
		METERING
		• A/E Services
		• Reading
		• Maintenance
		  o Calibration
		  o ST
		  o RM
		
		DEEP WELLS
		• A/E Services
		• Operations
		• Chemicals
		• Maintenance
		  o PM
		  o ST
		  o RM

1606000 – Water		
Spec Item	**Title**	**Description**
		*Note: The Contractor shall submit the monthly public voucher with costs separated in accordance with the above categories and shall include Project Abbreviation, Work Order Number and Job Order Number.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall operate, maintain, monitor and analyze potable water production and distribution systems to provide continuous, compliant and reliable service to meet user demands. This includes, but is not limited to, total configuration management, engineering, efficiency analyses, and system analyses to maximize reliability, longevity (newly installed equipment only), and efficiency.	The Raw Water Supply, Water Treatment Plant, and Potable Water Distribution Systems Descriptions are provided in J-1606000-01. MAXIMO Utilities Assets are provided in J-1601000-02. The Contractor shall operate, maintain, monitor and analyze the potable water production and distribution systems including, but not limited to, existing and future equipment, components, and appurtenances. The Contractor shall provide continuous potable water service to the Naval Hospital and to the steam power plants located at Cabras and Piti, including during disaster and recovery phases. The Contractor shall provide proactive management and macro-outlook of the potable water production and distribution systems. Analyze unusual conditions, system/component conditions, operations and capabilities, water production, consumption, total volume storage, and system pressure and losses to determine the potable water production and distribution systems' performance while improving system availability and effectiveness. The Contractor shall frequently evaluate the systems configuration and operations and make recommendations for improvements. The Contractor shall frequently monitor and inspect the systems and make appropriate adjustments to associated equipment to ensure proper operation of all equipment and processes.	Drinking water is continuously and safely produced and distributed and meets quality standards and demand requirements.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall analyze and measure system efficiency and capacity, based on equipment/process/systems capacity to handle water efficiently. This includes review of maintenance records, water quality analyses, meter readings, schedule of use, discharge pressure at various pumping rates, etc. to develop overall efficiency. The Contractor shall develop and provide a System Performance Status Report and a Water System Status Report per Section F, including, but not limited to, management analyses and recommendations. Water workload quantities are found in J-1606000-05. Informational Note: Components (such as facilities, equipment, pipeline, and appurtenances) are considered critical if they do not have built-in redundancy or if redundancy has been compromised. Service cannot be provided at full capacity if a critical component is broken or compromised.	
3.1	Operation	The Contractor shall operate the Raw Water Supply, Water Treatment Plant and Potable Water Distribution Systems to efficiently and safely produce and distribute quality potable water to meet all potable water requirements, 24 hours per day, seven days per week, throughout the contract period.	The Contractor shall provide “watch-standing” or attendance type work by a sufficient staff of qualified persons during a specified time period to ensure safe, reliable, efficient production and distribution of drinking water. Water plants and distribution systems shall be efficiently and safely operated per NAVFAC MO 210, NAVFAC MO 117, consumptive use permits, Local regulations, Manufacturer’s Operation and Maintenance Manuals, NAVMED P-5010, American Water Works	The Contractor shall produce potable water to meet the daily demand up to the plant capacity. Potable water meets the minimum water quality standards of the SDWA, NPDWR 40 CFR Part 141 and 142, and NAVMED P-5010. In the event of a discharge,

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Association (AWWA) M14 and M20, UFC and 40 CFR Section 141. Operation of raw water supply, water treatment plant and distribution systems include equipment and system components, such as, reservoirs, wells, water storage tanks, pumps, filters, chemical treatment, backflow preventers, valves and automatic controls, and include tasks, such as, monitoring and regulation of equipment controls, maintaining operating records, logs, and reports, and examination, lubrication and minor adjustment of equipment and system components. The Contractor shall develop, update, and post in clear view Standard Operating Procedures (SOPs) in accordance with NAVFAC MO 210, NAVFAC MO 117, consumptive use permits, local regulations, Manufacturer's Operation and Maintenance Manuals, NAVMED P-5010, American Water Works Association (AWWA) M14 and M20, UFC 3-440-02N and 40 CFR Section 141 and manufacturer's recommendations. SOPs shall be submitted as requested. Safe operation shall ensure that all water treatment plant equipment requiring operator-attendance is staffed by trained, qualified personnel at all times of operation. The KO or KO's designated representative shall be notified immediately if unsafe conditions are discovered. The Contractor shall maintain combined reservoir total volume storage (TVS) levels in system at or above 15 MG for any given	operators are responsible for notifying the lab and/or collecting samples as required by the NPDES discharge permit. The COR should be notified and operators should document the cause, time and duration. Operating conditions meet the requirements of the Well Operating Permit and all Federal and local authorities, regulations, certifications, and requirements. Reservoir TVS levels in system at or above 15 MG for any given day maintained. Minimum fire reservoir levels maintained. 90-calendar day reserve of water treatment chemicals maintained at all times. ZERO occurrences of chemical non-availability. Sludge meets the disposal criteria of the Navy's Sanitary Landfill, and all federal and local authority's regulations,

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			day. TVS shall be read a minimum of 2 times daily or every 8 hours or as requested by the COR should TVS levels falls below 15 MG on any given day. The Contractor shall maintain minimum fire reservoir levels, as indicated in J-1606000-04. The Contractor shall maintain a 90-calendar day (shelf-life permitting) supply of chemicals based on worst case scenario in inventory (on Guam) to sustain continuous process production of potable water, including through disasters. Chemicals shall be turned over to the Government upon completion or termination of the contract. The Contractor shall ensure that the water treatment sludge complies with specifications required by the Navy's Sanitary Landfill prior to disposal. The Contractor shall provide setting of valves and correctly balancing the system flow to maintain the desired pressure in all parts of the system. The Contractor shall monitor and operate pressure relief valves to throttle flow and maintain the desired pressure in the lower distribution zone. Coordinate with NFM, Guam to replace valves where required. The Contractor shall support waterfront potable water requirements as scheduled by Annex 6, Port Operations. The Contractor shall provide the following documentation per Section F: a) Fena Water Treatment Plant Potable Water Operations Record	certifications and requirements. The Contractor shall provide minimum system pressure of 40 pounds per square inch. No instances of unmetered waterfront potable water service, such as fire hydrants. Reports, data, records and documentation are provided on time, complete, accurate and legible. Production meets demand and meets the minimum water quality standards of the SDWA. Systems are operated in accordance with industry standards. Equipment are operated and maintained to the manufacturer, industry, or Government standards. The Contractor shall ensure maximum operational efficiency of fixed plant critical assets to minimize system/plant down time to no more than 48 hours at any given time

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			b) Water Chemical Count c) Fena Water System Total Water Production Report d) Water Treatment Plant and Distribution System Daily Log e) Water Line Break Report f) Equipment Breakdown Report g) Emergency Repair Status Report Records shall be readily accessible to COR/PARs and available to other personnel within one business day of request. The Contractor shall track the location of every water break in GIS. Records shall be kept and be protected from damage for the duration of the contract and turned over to the Government at the completion or termination of this contract. Operating records shall be provided for unit processes such as, but not limited to, chlorination, filtration, fluoridation, and sedimentation. Informational Notes: 1) Treatment consists of adding and/or removing substances from water so as to bring about a desired change in quality. In general, treatment is provided to protect public health or to improve the acceptability (aesthetic quality) of the finished product. 2) Treatment is not performed solely at the treatment plant; also occurs at the wells.	under normal, non-disaster conditions Reports, data, records and documentation are provided on time, complete, accurate and legible.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			3) For historical chemical usage information see J-1606000-02.	
3.1.1	Water Quality	The Contractor shall produce and distribute drinking water to ensure the specified water quality standards are met and in compliance with the regulatory operating permit.	Water quality shall meet all Federal, state and local authority regulations, certifications and requirements, such as: NPDWR 40 CFR Part 141 and 142, 40 CFR Part 143 (NSDWR), Department of Health, and AWWA, as applicable. The Contractor shall perform routine operational sampling per SOPs to maintain drinking water quality within specified standards. Minimum quantities and frequencies of on-site sampling and laboratory analyses of drinking water shall be performed per, operating permit, approved operating and maintenance manual and OMSI. Minimum quantities and frequencies of off-site analyses shall be performed by a certified laboratory which shall meet all laboratory certification requirements per USEPA for Safe Drinking Water Act and local regulations. If water chemistry is confirmed, through laboratory analyses, not to be in compliance with quality standards, immediately notify the KO or KO's designated representative, and UEM Branch Head and adjust the water chemistry within two days to meet all regulatory requirements. All laboratory results of water analysis shall be reported to the Government per Annex 1601000.	Drinking water quality complies with the regulatory operating permit.
3.1.1.1	Sampling and Analysis	The Contractor shall collect and analyze samples to evaluate system	The Contractor shall provide sampling and analysis to include, but not be limited to, monitoring surface water treatment	100% Environmental Compliance in accordance with

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		performance and to meet regulatory requirements.	techniques, source water testing and monitoring, and distribution system testing and monitoring. Report monitoring and analysis results to the Government in accordance with Annex 1601000. Maintain all results of monitoring and analysis, and ensure they are available for Government review. The Contractor shall perform sampling and analysis in accordance with Annex 1601000 to meet requirements of the well operating permits listed in J-0200000-04. The Contractor shall provide the results of sampling and analysis in accordance with Annex 1601000 to meet requirements of the NPDES Permit Number GU0110019 for discharges to Outfall Number 002 (Namo River). The Contractor shall ensure that the Fena Water Treatment Plant waste sludge meets acceptance criteria of the Navy's Sanitary Landfill. A paint filter test is required for each load of sludge to ensure that it may be disposed at the landfill. The Contractor shall record sampling results in the paint filter test log maintained at the treatment plant. The Contractor shall provide the results of sampling and analysis in accordance with Annex 1601000 as necessary to assure the treatment and distribution system is operating effectively and to validate that regulatory requirements are being met. The Contractor shall utilize results of sampling and analysis for operational management and decision-making.	legal and regulatory requirements. Samples are collected and analyzed in accordance with the SDWA requirements, local regulations and Navy policy. Samples are collected and analyzed as specified in the Well Operating Permit. Samples are collected and analyzed, as specified in the NPDES permit. Results of analysis are provided within the following turnaround times: microbiological tests - 24 hours, all others - 14 calendar days. Laboratory results are accurate and representative of the media sample. Results of paint filter test recorded meet the paint filter test log requirements. No readings outside of the allowable range for the parameter being monitored or internal operational control limit.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall continuously coordinate with Annex 1601000 to determine the analytical frequencies and laboratory report submission time frames required to meet environmental compliance deadlines for submission to the Government and to make operational and distributions system management decisions in a timely manner. The Contractor shall include the requirements of the National Secondary Drinking Water Regulations in operational management and decision-making to maintain water quality in the Navy's distribution system.	
3.1.1.2	Sample Collection and Analytical Services	The Contractor shall provide sample collection and analytical services for compliance and operating functions to support the potable water production and distribution system.	The laboratory to be used for the analytical services shall be operated in accordance with an approved Laboratory Quality Assurance Plan and other applicable guidance and laboratory and sampling staff shall have required training, as specified in OPNAVINST 5090.1 and relevant references in J-0200000-04. The laboratory shall be certified for testing required for SDWA compliance, as specified in OPNAVINST 5090.1 and relevant references in J-0200000-04. The laboratory shall be accredited for testing required for SDWA compliance and NPDES compliance, as specified in OPNAVINST 5090.1 and relevant references in J-0200000-04. For SDWA analysis the laboratory shall demonstrate acceptable proficiency testing and analytical capability for each	100% Environmental Compliance in accordance with legal and regulatory requirements. Sample collection and analytical services performed in accordance with 40 CFR 141, 142, 143 and 40 CFR 136, EPA Publication SW-846, and all applicable Federal and Guam safety and environmental regulations, and Navy policy. Accurate sample collection and analysis meet schedule requirements. All samples are analyzed within

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			required analyte tested every year, as required by U.S. Environmental Protection Agency (EPA) and certification authority. For NPDES and performance monitoring the laboratory shall demonstrate acceptable testing capability for each required analyte tested every year, in accordance with programs and protocol established by EPA. Laboratory data reports shall support the data, format, and schedule requirements for SDWA compliance reporting and NPDES permit monitoring reports specified in Annex 1601000. Laboratory data reports shall include brief summaries of QA/QC parameters (including, but not limited to, condition of sample upon receipt by the laboratory, spike recovery and instrument calibration). The Contractor shall maintain raw data that could be used to re-create the laboratory results (including instrument printouts, and calibration curves).	required holding times. Results of analysis are provided within the following turnaround times: microbiological tests - 24 hours, all others - 14 calendar days. The Contractor shall report the results of sampling and analysis to meet the compliance deadlines.
3.1.2	Minimum Operator Attendance	The Contractor shall provide a sufficient number of water treatment plant operators and support personnel per shift to ensure efficient and safe operations of equipment 24 hours per day, seven days per week.	The Contractor shall provide personnel per regulatory operating permit, approved Operations and Maintenance Manual or other technical reference that specifies minimum or recommended staffing levels. All water treatment plant operators, support personnel, and supervisory operators in direct responsible charge shall meet training and certification requirements as specified.	Minimum numbers and types of water treatment plant operators and support personnel are provided as specified. All personnel operating the plant meet the training and certification standards.
3.1.3	Operating Records, Logs, Reports and Procedures	The Contractor shall prepare, submit and maintain operating	The Contractor shall record and provide the following daily operating records and logs for unit processes such as, but not	All required operating records, logs, reports and procedures are

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		records, logs and reports for in-process tracking of plant output characteristics. The Contractor shall prepare and update operating procedures to reflect current operating processes and Plant and Systems configuration.	limited to, primary treatment, secondary treatment, chemical content, pressure readings, chemical dosages, sludge processing, and odor control, flow rates, and other laboratory records, maintenance records, corrosion tests, personnel records, emergency condition records, and operating costs. The Contractor shall prepare, update, and post in clear view for operators, written Standard Operating Procedures within 30 days from start of full performance and five days after making changes to any Plant operating procedure, equipment and components.	maintained current and complete and applicable copies provided to the KO or KO's designated representative within the specified times.
3.1.4	Supervisory Control and Data Acquisition (SCADA)	The Contractor shall operate, maintain, and monitor equipment and chemical processes for water production, treatment, and distribution, via SCADA system interfaces.	The Contractor shall comply with NAVFAC Marianas FRCS Cyber Security Requirements and perform Functional Administration requirements per Annex 2. Control, program and configure settings for programmable logic controller (PLC) devices and software. Provide maintenance on PLCs, remote terminal units (RTU), and field sensors associated with SCADA equipment.	All SCADA and Functional Administration requirements are continually met.
3.2	Planned Maintenance (PM)	The Contractor shall develop and implement a PM Program that ensures all Components of the production and distribution systems are at optimum equipment performance, availability, and reliability.	The Contractor shall develop and submit a Planned Maintenance (PM) Plan per Section F. The Contractor shall accomplish the maintenance in a manner that does not impede on meeting the other objectives and requirements specified under this annex. The Contractor shall not use breakdown maintenance as part of the PM program. The PM program shall provide an economical approach using	The Contractor shall respond to potable water system failures within 30 minutes. Planned Maintenance (PM) is completed as required by manufacturer's recommendations, generally accepted industry practices, or a locally agreed upon PM schedule.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			manufacturers' recommended procedures, OEM standards, and maintenance required to satisfy equipment warranties and keep the Raw Water Supply, Water Treatment Plant, and Potable Water Distribution Systems in normal working condition. If the KO or KO's designated representative determines that the objective and standards are not met, the Contractor shall adjust or modify the Contractor's PM program. The Raw Water Supply, Water Treatment Plant, and Potable Water Distribution Systems Descriptions are provided in J-1606000-01. MAXIMO Utilities Assets is provided in J-1601000-02. The Contractor shall incorporate early detection methods to prevent equipment malfunction. The Contractor shall ensure continuous water service simultaneously with effective maintenance via use of temporary workarounds, such as, providing bottled water, water tankers, portable toilets, etc. Not more than four (4) wells at Finegayan shall be inoperable at any given time. Utilities connection/outage request shall be in accordance with Annex 1601000. The Contractor shall submit a maintenance schedule per Section F. The Contractor shall submit, per Section F, a Monthly Utility Unscheduled Outage Report for Navy and NSAA.	The Contractor shall maintain existing redundancy and recommend other redundancies needed to potable water systems. Scheduled outages coordinated with affected customers before outage; follow-on coordination conducted with customers affected by scheduled and unscheduled outages. Reports, data, records and documentation are provided on time, complete, accurate and legible. Operation and maintenance procedures provided on time.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall submit, per Section F, technical information and manuals for newly installed equipment. The Contractor shall document and maintain records for maintenance and repair history per Section F.	
3.3	Other Recurring Services	The Contractor shall perform other recurring services to the components of the Raw Water Supply, Water Treatment Plant, and Potable Water Distribution Systems.	The Contractor shall maintain and inspect all reservoirs to provide a continuous water supply and control contamination. The Contractor shall inspect the area around the spring to detect contamination and develop preventive measures for contamination control. Alternate use of pumps and equipment to ensure equal usage at each multiple pump station and stages in treatment plant where alternation of pumps and equipment is appropriate. The Contractor shall identify and flush fire hydrants that must be flushed weekly, such as, fire hydrants on dead-end pipes. The Contractor shall calibrate instruments, gauges and pressure switches annually. If possible, calibrate equipment in place using the piping, wiring, and fluids of the processes and calibrate a whole subsystem at once. The Contractor shall test and calibrate potable water meters. Meter calibration priorities will be identified by the Government. The Contractor shall test, certify, and maintain backflow preventers as required under Annex 1601000 for the potable water, wastewater, and steam/hot	All equipment, including gauges, controls, and meters are calibrated in accordance with industry standards and manufacturer's recommendations, to ensure accurate readings. Water meters shall be calibrated per industry standard or manufacture specifications in accordance with the meter calibration priorities identified by the Government. Fire hydrants shall be flushed, maintained and refurbished, to fully functional condition and leakage is eliminated. Reports, data, records and documentation are provided on time, complete, accurate and legible.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			water/demineralized water systems. The Contractor shall flush and disinfect dead-end pipes annually and as needed where residuals are consistently low. The Contractor shall provide the following documentation per Section F: a) Hydrant Flushing Report b) Meter Calibration/Repair Report c) Gauge Calibration/Repair Report The Contractor shall attach identification tags or labels to all assets per NAVFAC P-603 Utilities Infrastructure Management Manual.	
3.3.1	Warranty/ Guarantee Certificate	The Contractor shall create and manage a program that ensures all warranties/ guarantees in effect for existing or newly acquired equipment are reviewed periodically and utilized until their expiration.	The Contractor shall provide Warranty and Guarantee Certificate Status Report as required per Section F, on all major equipment under warranty. Informational Note: Major equipment includes, but is not limited to, pumps, motors, motor control centers, flow recorders, totalizers, turbidity meters, air compressors, chlorinators, telemetry, etc. Warranty and guarantee certificates apply to equipment installed by the BOS Contractor or other entities.	All equipment under warranty are properly operated, tracked and maintained in accordance with manufacturer's recommendations. Maintenance records reflect that warranty requirements are met.
3.3.2	Leak Detection	The Contractor shall develop, manage and implement a leak detection program.	The Contractor shall utilize the leak detection program to read the integrity of the piping network, maintain control over water loss, respond more effectively to main breaks and protect against contamination in finished water.	Reduce or maintain the water loss below 11% of production.
3.3.3	Drought Management	The Contractor shall track the level of Fena Reservoir, recommend changes in water	Upon direction by the Government, the Contractor shall notify military housing tenants of water rationing by	All required meetings are attended or documented.

1606000 – Water				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		conservation level per NAVBASEGUAM INST11330.1, and monitor water usage rates and implement mandatory water rationing.	approved methods (e.g. telephone, e-mail, flyer, etc.) The Contractor shall set-up, attend and document meetings with GWA in regards to notification of violation limits, U.S. Geological Survey predictions and consumption levels. The Contractor shall track the water level of Fena Reservoir, monitor the U.S. Geological Survey predictions, the El Nino/Southern Oscillation (ENSO) Diagnostic Advisory and Public ENSO Update. Upon direction by the Government, the Contractor shall reduce water supply to GWA. The Contractor shall monitor goals weekly and limit service.	Notification of mandatory water rationing provided on time and accurate. Water level of Fena Reservoir is tracked and U.S. Geological Survey predictions, ENSO Diagnostic Advisory, and Public ENSO Update are monitored. Monitor water usage and adjust service as necessary.

1700000 – Base Support Vehicles and Equipment	
Spec Item	**Title**
1	General Information
1.1	Concept of Operations
2	Management and Administration
2.1	Definitions and Acronyms
2.2	Personnel
2.2.1	Certification, Training, and Licensing
2.2.2	Key Personnel
2.2.2.1	Transportation Program Manager
2.3	Special Requirements
2.3.1	Safety
2.3.2	NBG Magazine Site Access for Non-Government Vehicles
2.3.3	Explosive Safety Quantity Distance Arcs
2.3.4	Audits and Inspections
2.3.5	Fleet Management Information System (FMIS)
2.3.6	Special Vehicle Maintenance and Repair Requirements
2.3.6.1	Established Priorities
2.3.6.2	Allowable Downtime Standards
2.3.6.3	Downtime Computation
2.3.6.4	Excessive Repairs
2.3.7	Workmanship and Material Standards
2.3.8	Labor Requirements
2.3.9	Fleet Size
2.4	References and Technical Documents
3	Recurring Work
3.1	Operations
3.1.1	Billing Services
3.1.2	WHE/MHE/OHE/CESE Services
3.1.3	WHE Availability Exercise
3.1.4	Fuel Delivery Service and Fuel Program Requirements
3.2	Support Services
3.2.1	Operator Testing and Licensing
3.2.2	Dispatching Service
3.2.3	New and Reassigned Used Vehicle Service
3.2.4	Fuel Dispensing Facility
3.2.5	Vehicle Washing and Waxing
3.3	Maintenance
3.3.1	Planned Maintenance (PM)
3.3.2	Repair
3.3.3	Inspection and Load Test Certification of WHE, MHE and OHE
3.3.4	Fast Lane Services
3.3.5	Transportation Service Orders
3.3.6	Category 1 and 4 Crane Oversight

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
1	General Information	The Contractor shall provide all labor, management, supervision, tools, material, and equipment required to perform Base Support Vehicles and Equipment (BSVE) services at Joint Region Marianas on the island of Guam.
1.1	Concept of Operations	The intent of 1700000 BSVE is to specify the requirements for a transportation program consisting of vehicles and equipment maintenance and repairs, vehicle and equipment operations to include dispatch, Civil Engineering Support Equipment (CESE), Weight Handling Equipment (WHE), Material Handling Equipment (MHE), Ordinance Handling Equipment (OHE), liquid movements, people movements, operator licensing and training, inspection and certification, and specified administrative program management.

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
2	Management and Administration	
2.1	Definitions and Acronyms	Definitions and Acronyms are listed in J-0200000-01.
2.2	Personnel	The Contractor shall provide personnel with the qualifications, technical knowledge, experience and skills required for efficient operations within the BSVE function.
2.2.1	Certification, Training, and Licensing	BSVE operators shall comply with all Federal, U.S. territory, and local laws and regulations regarding certification, qualification, training and licensing. Personnel working on firefighting equipment must be certified per NFPA 1911. The Contractor shall provide qualified and licensed operators, ASE certified maintenance mechanics, EVT certified emergency vehicle technicians per NFPA 1071, and WHE certified personnel. Contractor management personnel, ammunition truck drivers and personnel transporting High Risk material shall obtain and maintain a Secret security clearance. The Contractor shall submit a Security Clearance Roster and Personnel Screening Report, per Section F, for all employees assigned duties involving shipment of Arms, Ammunitions and Explosives (AA&E). A Government representative will review at the worksite. Riggers shall be qualified and certified to conduct ordnance operations. Contractor shall maintain records on personnel qualifications, certifications, licenses and explosive physicals. Drug Testing shall be conducted on any personnel involved in an ordnance handling operation mishap. In addition, ammunition truck drivers will be subject to quarterly random drug testing. Contractor shall provide electronic listing of personnel and test results, per Section F. WHE, MHE, OHE, and CESE operators shall comply with the standards and training requirements stated in NAVFAC P-300, NAVFAC P-307, DoD 4500.36, NFPA 1911, NFPA 1071, and NAVSEA OP-2239. The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses and certifications will be kept current. Informational note: Ordnance Driver Requirement. DOT requires two explosive drivers per ordnance laden vehicle.
2.2.2	Key Personnel	
2.2.2.1	Transportation Program Manager	The Contractor shall provide a Transportation Program Manager to manage the Transportation Program. The Transportation Program Manager shall have a minimum of seven years' experience in managing transportation centers/facilities of a size and scope similar to that of a Public Works Department and three years' experience as Director or Manager in charge of the operation. The incumbent shall be well versed in the Operational, Maintenance and Administrative areas/functions of an industrialized/commercial transportation program.

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
2.3	Special Requirements	
2.3.1	Safety	Vehicles used for transporting ammunition, explosives, or other dangerous/hazardous material shall be marked and operated per NAVSEA OP-2239 and the rules and regulations prescribed by the Federal Motor Carrier Safety Regulations, U.S. Department of Transportation, Federal Highway Administration, Bureau of Motor Carrier Safety. Necessary permits for the movement of overweight/oversized loads on public highways shall be obtained. Immediately report ordnance related accidents or explosive mishaps to the CO NMCPAC EAD Unit Guam and Government Ordnance Manager or Designated Representative.
2.3.2	NBG Magazine Site Access for Non-Government Vehicles	All non-Government vehicles shall have prior approval from the NBG Security Officer for access to the magazine areas.
2.3.3	Explosive Safety Quantity Distance Arcs	The Contractor shall adhere to the Explosive Safety Quantity Distance (ESQD) arc's and separation distances during all ordnance staging and handling evolutions. The Contractor shall review and comply with Chief Naval Operations (CNO) explosive safety exemptions and waivers, in conjunction with ESQD requirements.
2.3.4	Audits and Inspections	The Contractor shall provide all required data calls, metrics, assistance and cooperation for all authorized transportation related inspections, internal review, evaluations and audits conducted by the Government. The Government and other external agencies perform approximately ten audits, evaluations and inspections per year.
2.3.5	Fleet Management Information System (FMIS)	The Contractor shall provide all required data for the Government Fleet Management Information System (FMIS) by direct entry. The Fleet Management Information System includes: a) Computerized Maintenance Management System (CMMS) MAXIMO. b) GSA Fleet Drive-Thru at https://drivethru.gsa.gov/fmdtsys/dthome. If required, Contractor employees shall obtain a CAC in accordance with security requirements, successfully complete required training, submit a Systems Authorization Access Request (SAAR) Form, and meet all eligibility requirements prior to being granted access to the Government FMIS. For Fleet Accountability Statistical Tool (FAST) reporting, the Contractor shall be IAW FMR B-15 Requirements for Management Information Systems in Federal Vehicle Fleets.
2.3.6	Special Vehicle Maintenance and Repair Requirements	The Contractor shall provide all UL compliance requirements IAW NFPA 1911 for all fire truck pump apparatus.

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
2.3.6.1	Established Priorities	The Fleet Inventories provided in Section J indicates the priority assigned to each piece of BSVE in the fleet. The Government may change the priorities of up to 10% of the BSVE without a contract modification. The Contractor shall perform maintenance and repair in accordance with the timeframes established in the following priorities: <u>Priority 1</u> Generally, Priority 1 BSVE includes emergency vehicles (ambulances, fire trucks, police sedans and pickups), utility boom bucket trucks, WHE, Ordnance MHE, OHE and automobiles assigned to Commanding Officers and their staffs. However, the KO may designate Priority 1 work without regard to the type of vehicle use. Work on Priority 1 BSVE in this category shall start immediately after being reported down or received in the shop during regular working hours, and within two hours after regular working hours. In the event Priority 1 BSVE will be down more than 24 continuous hours, the Contractor shall notify the KO of the reason for the delay, action being taken to shorten the delay, and the estimated day and hour the Priority 1 BSVE will be returned to service. Material is expected to be on hand or obtainable within allowable downtime. Excluding such delays, the Contractor shall work uninterrupted (24 hours per day, seven days per week) until maintenance/repair is complete. <u>Priority 2</u> Generally, Priority 2 BSVE includes designated buses, automobiles assigned to base tenant activity staffs, emergency service vehicles, cranes and MHE. However, the KO may designate Priority 2 work without regard to the type of vehicle use. Work shall be started on BSVE in this category within two hours after being reported down or received in the shop during regular working hours, and within four hours after regular working hours. In the event Priority 2 BSVE will be down more than 48 continuous hours, the Contractor shall notify the KO of the reason for the delay, action being taken to shorten the delay, and the estimated day and hour Priority 2 BSVE will be returned to service. Material is expected to be on hand or obtainable within allowable downtime. Excluding such delays, the Contractor shall work uninterrupted (24 hours per day, seven days per week) until maintenance/repair is complete. <u>Priority 3</u> Work shall be started on BSVE in this category within three working day after being reported down or received in the shop.
2.3.6.2	Allowable Downtime Standards	The Contractor shall manage the overall maintenance effort so BSVE downtime does not exceed the allowable downtime standards specified herein. For the purpose of computing downtime, regular working hours is defined as eight hours per day, Monday through Friday, except observed Federal holidays. Downtime hours per shop repair order shall not exceed the Allowable Individual Downtime by Alpha Code specified in J-1700000-01. Downtime hours per individual alpha group shall not exceed 5% of the total available hours per individual alpha group per month (invoice period). For any given alpha group, the total hours of availability per month equals the total number of units in the group times the number of regular working hours per month.
2.3.6.3	Downtime Computation	Downtime for Priority 1 BSVE shall commence immediately when reported down or received in the shop during regular working hours.

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
		Downtime for Priority 2 BSVE shall commence two hours after being reported down or received in the shop during regular working hours. Downtime for Priority 3 BSVE shall commence two working days after BSVE is reported down or received in the shop. Downtime will terminate when a unit is returned to service. Any time period that BSVE is returned to the Contractor for rework shall be included in the downtime computation. Any time period BSVE is under the control of the Government shall not be included in the downtime computation. If the Government elects to have work performed by other than the Contractor, any downtime associated with such performance will not be included in the downtime computation. When computing downtime, fractions of hours shall be rounded to the nearest hour (less than 30 minutes = 0, 30 minutes or more = one hour).
2.3.6.4	Excessive Repairs	The one-time repair limits set forth in Appendix F of NAVFAC P-300 do not apply. Vehicles and equipment that exceed NAVFAC P-300 life expectancy shall be maintained and repaired as if they were in their fourth year of life expectancy. All repairs parts valued over $2,500 shall have KO or KO designated representative approval prior to procurement.
2.3.7	Workmanship and Material Standards	The Contractor shall be responsible for maintaining all transportation assets identified in this technical sub-annex to a standard that prevents deterioration beyond that which results from normal wear and tear and corrects deficiencies in a timely manner to assure full life expectancy of the transportation assets. All work shall be completed per applicable instructions, publications, manuals, directives, manufacturer's specifications, and recommendation and shall comply with safety codes, applicable activity, local, U.S. Territory, and federal regulations, and other technical requirements identified within this technical sub-annex. Workmanship for maintenance and repair shall include all work necessary to safely return transportation assets to service, including corrosion control, operational checks and resetting of all "Check Engine Lights". Workmanship includes repair of coating systems damaged during maintenance or repair. Upon completion of work, the Contractor shall ensure all transportation assets are free of missing components or defects which would affect the safety, appearance or operation of the asset or would prevent any electrical, mechanical, or structural system from functioning in accordance with design intent. Repairs shall be made in accordance with the manufacturer's specifications and recommendations. The quality of repairs shall meet the applicable standards and shall prevent any malfunction reoccurrences caused by poor workmanship or other Contractor inadequacies. The quality of the repaired areas shall be fully compatible with adjacent surfaces. Except where otherwise specified, replacements shall match existing components and interior and exterior paint/coating in dimensions, finish, color, design, and functionality and shall have an appearance similar to the original finished appearance with only minor unobjectionable deterioration resulting from normal use. Appearance Standards are provided in J-1700000-02.

1700000 – Base Support Vehicles and Equipment		
Spec Item	**Title**	**Description**
2.3.8	Labor Requirements	Chilton Labor Guide, Mitchell Mechanical Parts/Labor Estimating Guide, or similar estimating sources shall be used for determining the number of flat rate hours required to complete the scope of work. Total labor cost will be determined by totaling the number of flat rate hours and then multiplying by the flat rate (straight time and over time) hour unit price. All hours shall be documented in Shop Repair Order (SRO).
2.3.9	Fleet Size	Fleet size shall be based upon the actual quantity of equipment in the fleet at a given time, and is not a cumulative total of the equipment maintained throughout the contract. The number of BSVE may vary as much as 5% without a contract modification. Replacement BSVE shall not be part of the 5% variance. The contract inventory will be adjusted semiannually based on actual inventory that has been in the Government Fleet Management Information System (FMIS) for a minimum of 60 days. Each modification shall reset the 5% variance allowance. Contractor acquired equipment provided to offset non-availability when the Contractor exceeds maximum allowable downtime standards shall not be considered additions to the fleet. All Contractor acquired equipment shall be approved by the KO prior to any rental/lease agreements being initiated. Each item of equipment pending removal from the fleet, and its designated replacement, shall be counted as a single unit for inventory purposes while the replacement unit is prepared for service (e.g., corrosion protection, equipment installation, marking, and record establishment). Repairs to keep equipment safe and reliable while pending disposition shall be approved/disapproved by the KO or KO designated representative.
2.4	References and Technical Documents	References and Technical Documents are listed in J-0200000-04.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3	Recurring Work	The Contractor shall develop and implement a comprehensive industrialized transportation program consisting of CESE, MHE, and WHE management, operations, maintenance, repair, and alteration.	The Contractor shall comply with federal, state, local regulations, applicable instructions, publications, manuals, directives, manufacturer's specifications and recommendations. Vehicles and equipment to be maintained, along with the associated alpha codes and priorities, are listed in the Fleet Inventory provided in J-1700000-03. Perform work in accordance with established priorities. The Contractor shall generate, compile and enter all data, SROs, PM schedules, and job plans pertaining to transportation vehicles and equipment into the Government FMIS and equipment history jackets. The Contractor shall ensure transportation vehicles and equipment are safe, reliable, and fully functional. Vehicles and equipment meet the intended purpose and are managed, operated, maintained, altered and repaired per applicable references and local regulations. The Contractor shall contribute to all related audits, safety/condition inspections, and investigations from all Government audits and internal pre-audits. The Contractor shall perform pre-audit corrections; provide audit report responses within the prescribed format; and provide sound recommendations for correcting all discrepancies, addressing all findings and observations. Workload Data Quantities for BSVE Requirements are provided in J-1700000-04.	CESE, MHE, and WHE management, operation, maintenance, repair and alteration services comply with all instructions and guidance. CESE, MHE, and WHE are safe and reliable, and requirements are provided during the designated time. Reports are accurate, on-time, and complete.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.1	Operations	The Contractor shall provide operational support to ensure requested services are performed in a timely manner.	The Contractor shall provide the proper vehicles, equipment, materials, licensed, certified/qualified personnel and tools for the work requested. Obtain necessary permits for the movement of overweight/ oversized loads on public highways prior to scheduled performance. Mark and operate vehicles used for transporting ordnance, hazardous materials and other dangerous articles in accordance with NAVSEA OP-2239, Federal Motor Carrier Safety Regulations, U.S. Department of Transportation, Federal Highway Administration and Bureau of Motor Carrier Safety and other applicable rules and regulations. The Contractor shall collect all BSVE mileage every month and input into Government FMIS within one working day. The Contractor shall provide a weekly Transportation Delivery Operations Schedule, per Section F.	Operation functions are performed with the proper equipment and within designated time in a safe and efficient manner. Operators are properly certified/qualified and licensed. Permits are obtained prior to scheduled performance. Vehicles and equipment markings are in compliance. BSVE mileage is collected as required, is accurate, and input within the specified timeframes.
3.1.1	Billing Services	The Contractor shall provide timely and accurate billing support services.	The Contractor shall input all fuel and rental billing information into the Government FMIS in accordance with NAVFAC P-300 and DLA Energy Policies. The Contractor shall submit Fuel Tanker Receipt Invoices and Fuel Tanker Receipt Invoice Reports per Section F.	Fuel and rental billing and supporting documentation is accurate, timely, and complete. Fuel Tanker Receipt Invoices and Reports are submitted on time.
3.1.2	WHE/MHE/ OHE/CESE Services	The Contractor shall provide WHE/MHE/OHE/ CESE services when dispatched to ensure requested operations are	The Contractor shall provide: a) Qualified/certified/licensed operators for WHE and MHE services to include movement of ordnance. b) Qualified/certified rigging personnel and support. c) Rigging gear within	Appropriate equipment and qualified operators and support personnel are provided as required.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		performed in a safe manner.	NAVFC-P-307 and ASME inspection criteria. d) Properly maintained and certified equipment for all work requested. The Contractor shall provide the capability to support up to five (5) simultaneous crane operations for ship support, shore support, ordnance support or combination thereof with one additional stand by crane during Vertical Launch Systems (VLS) operations. Such simultaneous operations may be up to 20 miles apart and require multiple units of WHE/MHE per site. All cranes shall be capable of lifting loads of 20,000 pounds at a 75 foot radius with a hook height of 90 feet above the horizontal plane. All cranes shall be certified IAW NAVFAC P-307 and be third party certified for cargo transfer in accordance with OSHA. Crane Services that are not scheduled shall be provided within one hour of request during regular working hours and within two hours of request outside regular working hours. Heavy lift capability: Independent of the five (5) simultaneous crane operations requirement, the Contractor shall have the capability to lift 188,000 pounds at a 75 foot radius with a hook height of 60 feet above the horizontal plane up to 25 times per year. The Contractor shall perform scheduled heavy lift crane operations within ten working days of requested service. The Contractor shall submit, per Section F, a monthly Crane Lift Report to the KO or KO	All necessary permits obtained. Services are completed in accordance with NAVFAC P-300, NAVFAC P-307, NAVSEA OP-5 NAVSUP P-538, NAVSUP P-724. NAVSUP P-805 and applicable statutes and publications. Service provided within 15 minutes of schedule. Unscheduled services are provided within specified timeframe. Complex/critical lifts will be completed per NAVFAC P-307. Scheduled heavy lift crane services are provided within specified timeframe. Vehicles used for transporting ammunition, explosives, or other dangerous/hazardous material are marked, and operated per applicable laws and regulations. All WHE accidents are reported and documented per NAVFAC P-307.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			designated representative. All crane lifts shall be documented and reported to the Government to include the following minimum information: a) Lift weight. b) Lift radius. c) Lift hook height. d) Total routine lifts. e) Total complex/critical lifts. f) Customer requested scheduled time. g) Actual scheduled time. Vehicles used for transporting ammunition, explosives, or other dangerous/hazardous material shall be placarded, marked and operated per applicable laws and regulations.	
3.1.3	WHE Availability Exercise	The Contractor shall demonstrate the capability to meet the Performance Work Statement (PWS) requirements through scenarios provided by the Government.	The Contractor shall demonstrate, up to 12 times a year, the capability to meet the PWS requirements through scenarios provided by the Government. The Contractor shall provide the following in support of a demonstration exercise: a) Develop and submit Complex/Critical Lift Plans, if applicable. b) Identify rigging gear for review and inspection. c) Produce crane certifications for review and inspection. d) Meet response times based on each scenario. e) Produce crew lists that identify personnel and their qualifications.	WHE Exercises are in full compliance with all PWS requirements. WHE Exercises are performed efficiently, accurately and as requested. All qualifications and certifications are current.
3.1.4	Fuel Delivery Service and Fuel Program Requirements	The Contractor shall provide fuel delivery service to ensure fuel is readily available.	The Contractor shall operate fueling facility in compliance with DLA Energy Policies, Federal, U.S. territory and local requirements. The Contractor shall develop and submit a Fuel Delivery Schedule per Section F and provide gasoline, diesel, etc., to meet customer fuel requirements.	Fuel is safely delivered within 15 minutes of the Government accepted scheduled time. Fuel is safely delivered within one hour for unscheduled request during

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Fuel is delivered within the times stated on the Government accepted Contractor's schedule. Provide sufficient, certified vehicles and equipment for safe and timely fuel delivery services. Provide unscheduled gasoline and diesel fuel delivery services as requested by the KO or KO designated representative. Maintain accurate fuel records and delivery reports; submit Fuel Delivery and Fuel Accountability Reports in accordance with DLA Energy Policy Regulations per Section F. Ensure that all fuel meters are certified and calibrated in accordance with NAVFAC P-300, OPNAV Instruction 4020.25 and DLA Energy Policy Regulations. The Contractor shall submit a Fuel Meters Calibration and Fuel Tanker Certification Report, per Section F. The Government will furnish all fuels. The Historical Fuel Delivery Schedule is provided in J-1700000-05.	working hours and within two hours during non-working hours. Fuel delivery and fuel accountability reports are accurate and submitted on time.
3.1.5	Ordnance Transportation Support	The Contractor shall ensure safe and secure delivery and pick-up of ammunition, explosives, inert and related hazardous materials to fully support the on-station movements, inter-magazine(s)	The Contractor shall ensure that all explosive drivers/operators shall have valid explosive and transportation licenses. Maintain records on personnel qualifications and certification, license and explosive physicals. The Contractor shall submit proof of all certification, training and licensing requirements per Annex 2. All required licenses	Full compliance with all instructions and guidance.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
		movements, pier wharf staging, fleet units and on-island commands support.	and certifications will be kept current. The Contractor shall provide the following services: a) Schedule and transport ordnance material and ordnance MHE. Adhere to customer requests for delivery and pick-up requirements/schedules. b) Ensure the trailers and stake trucks have wooden decking installed to facilitate ordnance dunnaging. c) The trailers must be covered (Conestoga or equivalent covered) trailers. d) Ensure all equipment used to transport ordnance are certified in accordance with DD 626. e) Ensure required documentation and driver instructions accompany ordnance materials during transport, are protected from the elements and available for review by the Government. Informational note: 1) The Government will provide transportation route information. For security reasons, no copies, maps or drawings will be provided to unauthorized personnel. Full compliance with all instructions and guidance. 2) The Government will provide the ordnance riggers and signalmen. 3) The Government will coordinate all ordnance transportation requirements to include pickup, delivery, staging, lay-down, relocation and clearing of inert and explosive	

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			ordnance assets to include WHE, MHE, OHE items.	
3.2	Support Services	The Contractor shall provide BSVE support services to meet customer requirements.	The Contractor shall obtain monthly odometer readings (miles and hours) from customers, NAVFAC owned and GSA leased vehicles. The Contractor shall enter all vehicle mileage/hours readings into the Government FMIS. The Contractor shall notify the KO or KO designated representative with POC contact, Command, and vehicle number if customers fail to submit odometer readings. The Contractor shall submit a monthly Labor/Overtime/ Materials Expenditures Report, per Section F. The Contractor shall document and record all support services in the Government FMIS within one working day of completion.	Support services are performed efficiently, accurately and as requested.
3.2.1	Operator Testing and Licensing	The Contractor shall provide operator testing and licensing services to ensure all licensed activity personnel operating CESE or MHE are fully licensed and qualified.	The Contractor shall provide operator testing and licensing services for all military and Government civilian personnel who will be operating CESE or MHE. Operators engaged in transporting ammunition, explosives, or other dangerous/hazardous materials are qualified in accordance with 49 CFR Chapter 3, NAVSEA OP2239 and NAVFAC P-300. Contractor shall ensure license applicants provide proof of appropriate physicals and credentials. Testing and licensing is performed in accordance with NAVFAC P-300 for CESE operators, and NAVSUP P-538 for MHE operators. Prepare operator-licensing jackets in	Testing and licensing is performed in accordance with applicable regulations. Appropriate licenses are issued within 24 hours upon successful course completion. Records are accurate and available when requested for internal audit. License Examiner shall be trained and CO designated to issue licenses for all equipment listed in NAVFAC P-300.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			accordance with NAVFAC P-300 and NAVSUP P-538. Operator licensing jackets shall be available for the KO designated representative to review when requested. Upon request, the Contractor shall have available up to four ordnance certified forklifts for Contractor and Government personnel to use while attending explosive handling training. Informational Note: The ordnance certified forklifts will be Government-furnished.	
3.2.2	Dispatching Service	The Contractor shall provide dispatch services for BSVE assets to ensure vehicles and equipment are fully operational, safe and dispatched in a timely manner.	The Contractor shall provide a dispatching service of Government owned and rented assets during working hours, after working hours, weekends and holidays as necessary to support customer requirements. Vehicles and equipment dispatched are inspected at check-out and check-in, and discrepancies are noted by the operator on NAVFAC Form 11260/4, NAVFAC Form 9-11240/13 or Operator's Daily Checklist (ODCL) as applicable. Local Contractor form is acceptable after approved by KO or KO designated representative. The Contractor shall ensure all dispatching services are recorded in the Government FMIS. The Contractor shall ensure compliance with GSA Fleet Guide and Accident Reporting and the GSA Federal Fleet Management 101 Guide. Vehicles and equipment shall be dispatched with the required Trip Ticket, Motor Equipment Utilization Record (DD Form 1970) provided in J-1700000-06.	Provide service within 15 minutes of scheduled time during working hours and within 2 hours for unscheduled work after working hours. BSVE are assigned in compliance with local activity instructions. Dispatch clean, safe, reliable, fully fueled, and properly suited vehicles within specified time periods. NAVFAC Forms 11260/4, 9-11240/13, SF-91 and Equipment Dispatch Logs are accurate, complete and available for review (electronic and/or hardcopy). Dispatches are accurately

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			The Contractor shall ensure dispatchers are cognizant of the Government's fuel conservation program, and trips are consolidated whenever possible. The Dispatcher's Log (NAVFAC Form 9-11240/2) or activity generated log shall be used to record all vehicles dispatched off station and for all Class C pool vehicles. The Contractor shall develop an electronic dispatch form. The Dispatcher's Log shall be retained for 90 days. Dispatch Process and Procedures are provided in J-1700000-07. Ensure GSA Vehicles have a complete GSA Accident Kit. This Kit shall include an SF 91; SF 94, DD Form 519 and special instructions as per GSA when an operator is involved in an accident.	documented in the Government FMIS.
3.2.3	New and Reassigned Used Vehicle Service	The Contractor shall perform specific services on all new and reassigned used vehicles added to the fleet to ensure proper and safe operation.	The Contractor shall support new vehicle arrivals and vehicle disposition/resale program as directed. New Vehicles shall have: a) Prepared history jackets. b) Property record information sheet. c) Planned Maintenance (PM) record. d) Initial new in-service SRO: perform an initial safety inspection; clean windows; install parts/equipment shipped with vehicle; apply corrosion preventive compounds, if not applied by the manufacturer; service all fluid levels to Original Equipment Manufacturer (OEM) recommendations and tire pressures; and apply appropriate vehicle markings as required.	Required services are correctly performed.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Reassigned Used Vehicles: Services include an oil change, tune-up, lube, reliability safety inspection, and repair of any deficiencies noted during the required annual safety inspections.	
3.2.4	Fuel Dispensing Facility	The Contractor shall operate the Government's fuel dispensing facility to ensure fuel is provided to all activity and tenant activity equipment during operating hours.	The Contractor shall operate fuel dispensing facility in compliance with Federal, U.S. territory and local requirements. Comply with all DLA Energy Policies. The Contractor shall provide safety and preventive maintenance inspections of fueling station equipment in accordance with applicable instructions. The Contractor shall maintain an accurate accounting of fuel acceptance and delivery per DLA Energy Policies and submit a Fuel Dispensing Facility Fuels Received/Issued Report with any supporting documentation per Section F. All fuel receipts shall be reviewed for possible pilfering and reported to the KO if suspected. Report all facility discrepancies within one hour of finding to the KO or KO designated representative.	Quantities of fuels received and dispensed are accurately reported monthly. Fuel is available 24 hours per day, seven days per week. Operation of fuel facility is in compliance with applicable instructions.
3.2.5	Vehicle Washing and Waxing	The Contractor shall operate and maintain the Vehicle Washing Facility and provide vehicle washing, cleaning, waxing, and polishing services to ensure Government vehicles are clean and presentable.	The Contractor shall operate and maintain the Government-furnished vehicle washing facility during regular working hours. Priority 1 BSVE shall have priority use of the washing facility at all times to include after-hour use if directed by the KO or KO designated representative. Vehicles designated for use by VIPs shall be washed, waxed, and ready for use at all times.	Facility is clean and operational during Government regular working hours. Detergents, wax materials, and associated supplies are available at all times during normal operation hours

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Washing includes both interior and exterior surfaces. The Contractor shall wash and clean interior and exterior surfaces of BSVE assets prior to each dispatch. The Contractor shall maintain the vehicle washing facility in a clean and safe condition. Provide detergents, wax materials, wash buckets, sponges, and associated supplies for Contractor and Government use. Ensure all trash receptacles are emptied daily. Perform all required repairs, preventive maintenance, and replacement of vehicle washing facility equipment to manufacturer's specifications for continuous safe operation.	Vehicles are cleaned, washed, and waxed in accordance with accepted commercial practices. Vehicles are washed and waxed at the completion of each scheduled maintenance or interim repair.
3.3	Maintenance	The Contractor shall maintain, repair and alter Government owned and leased vehicles and equipment to ensure they are in fully operational condition per the OEM standards.	The Contractor shall provide a Maintenance Schedule per Section F. The Contractor shall input all BSVE maintenance data into the Government FMIS, and all requested FMIS reports shall be provided within one hour as requested by the KO or KO designated representative. Prior to proceeding with any individual occurrence of maintenance or repair estimated to exceed $2,500, the Contractor shall obtain approval from the KO or KO designated representative. The Contractor shall maintain and repair vehicles and equipment in accordance with NAVFAC P-300, NAVFAC P-307, and manufacturer’s specifications and recommendations.	Maintenance schedule is provided as required. Government FMIS data is accurate and input within specified timeframes. Adequate parts are available to expedite maintenance repairs. Records, data, and reports are accurate and complete. Downtime standards are met. Shop Repair Orders are accurate and complete. Vehicles and

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
			Coordinate and complete all scheduled and unscheduled maintenance and repairs including field service. Ensure adequate parts are available to expedite maintenance repairs in order to meet allowable downtime standards. Properly mark vehicles and equipment as required so that vehicle identification markings are clear and visible at all times in accordance with NAVFAC P-300 and NAVFAC P-307. Complete and retain Operator Daily PM records on vehicles and equipment as specified by the NAVFAC P-300 and NAVFAC P-307. Retained records shall be used to take corrective actions in accordance with NAVFAC P-300 and NAVFAC P-307. Prepare and submit Shop Repair Orders for all work performed on all vehicles and equipment and maintain copies in each history file. The Contractor shall provide all tools, testing and equipment throughout the contract. The Government may replace vehicles and equipment throughout the contract with newer units, which may change in mix, manufacturer, model, and types. The Contractor is responsible for in-service and maintaining these replaced units under the requirements. All BSVE which exceeds its NAVFAC P-300 shelf life shall have a Beyond Economical Repair (BER) justification sheet generated and submitted per Section F.	equipment are properly marked in accordance with NAVFAC P-300 and NAVFAC P-307. Maintenance and repairs are performed per manufacturer's specifications and recommendations. Operator Daily PM records are completed and retained as specified.

1700000 – Base Support Vehicles and Equipment				
Spec Item	**Title**	**Performance Objective**	**Related Information**	**Performance Standard**
3.3.1	Planned Maintenance (PM) Program	The Contractor shall perform planned maintenance on Government owned vehicles and equipment to ensure they are fully operational.	The Contractor shall submit a Planned Maintenance Program Plan per Section F. Vehicles shall be maintained in accordance with manufacturer's specifications and recommendations. Planned Maintenance performed in accordance with Contractor's approved PM Plan.	PM Program Plan submitted as required. Safety and operational deficiencies are corrected.
3.3.2	Repair	The Contractor shall perform body, fender and mechanical repairs to ensure BSVE are safe, operational and present a sightly appearance.	The Contractor shall repair vehicles in accordance with manufacturer's specifications and recommendations. The Contractor shall provide vehicle accident repair support and maintain an accident/abuse log that contains the following: a) Vehicle registration number. b) Date and time reported to maintenance. c) Description of damage. d) Itemized cost of repair. Vehicle Accident Reports shall be submitted in accordance with Navy and GSA Accident Reporting procedures per Section F. The Contractor shall obtain prior approval from the KO or KO designated representative before proceeding with any individual occurrence of repair estimated to exceed $2,500.	Repairs are performed in accordance with manufacturer specifications and recommendations. Accident/abuse log shall be available for review as requested by the KO or KO designated representative. Vehicle Accident Reports shall be submitted in a timely manner. No estimated repairs above $2,500 occur without KO or KO designated representative approval.
3.3.3	Inspection and Load Test Certification of WHE, MHE and OHE	The Contractor shall perform inspection, testing, and certification of all WHE, MHE and OHE to ensure equipment is safe and fully operational.	The Contractor shall inspect, test and certify all WHE, MHE and OHE annually and after any adjustment, repair, replacement, or alteration/modification of a load bearing or load controlling part in accordance with NAVFAC P-300, NAVFAC P-307, NAVSUP 538, NAVSEA OP-5 and the equipment manufacturer's instructions and manuals. Fleet Inventory is provided in J-1700000-03.	Inspection and testing performed per NAVFAC P-300, NAVFAC P-307, and the equipment manufacturer's instructions and manuals as specified. Certification is current and posted

1700000 – Base Support Vehicles and Equipment				
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			The Contractor shall perform repairs found necessary as a result of any inspection/test, and/or maintenance deficiency. Fully comply with certification and alteration/modification requirements. The Contractor shall submit a Schedule for Testing and Certification of WHE, MHE and OHE, per Section F. After completion of WHE, MHE and OHE inspections and load tests, the Contractor shall post certifications on equipment and in full view of operator with copies provided to the KO or KO designated representative per Section F. The Contractor shall submit a Crane Certification Package for Category 1 through 4 Cranes per Section F to ensure all requirements for certification are met in accordance with NAVFAC P-300 and NAVFAC P-307. The Contractor shall conduct condition inspection for Category 1 through 4 cranes per NAVFAC P-300 and NAVFAC P-307. The Contractor shall provide WHE program management metrics, data, and cost maintenance reports. The Contractor shall provide WHE response for Navy Crane Center data calls. The Contractor shall identify and perform all repairs; costs over $2,500 shall be approved by the KO or KO designated representative. The Contractor shall submit a monthly WHE Program Summary Report, per Section F.	on equipment in full view of operator, a copy provided to KO and a copy placed in history file within next two working days. Testing and certification are completed as per the Contractor's Schedule. SROs are accurate and complete. All schedules are provided as requested by the KO or KO designated representative. All NCC metrics, data calls and responses provided within NAVFAC P-307 time prescribed requirements. All CSA, SM and EDM and have documents ready for NCC evaluations. All equipment warranty recalls are corrected.

1700000 – Base Support Vehicles and Equipment				
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			Informational Note: When applicable to activities other than the reporting activity, the Navy Crane Center (NCC) will issue a Crane Safety Advisory (CSA), a Safety Message (SM), or an Equipment Deficiency Memorandum (EDM).	
3.3.4	Fast Lane Services	The Contractor shall provide Fast Lane Services to ensure air and fluids are provided during Government working hours.	Fast Lane services shall include services such as, lubricating oil, air, windshield washer fluid, and water for Government owned and leased vehicles and equipment. All "check engine lights" shall be reset after all codes have been corrected.	Fast Lane services provided during Government working hours.
3.3.5	Transportation Service Orders	The Contractor shall accomplish Transportation Service Orders in the shop and/or in the field to ensure BSVE assets are restored to safe and operational condition.	The Contractor shall respond to disabled BSVE within a 20-mile radius of the activity. Service Orders shall include towing into shop and field services such as battery replacement, tire repair, wiper replacement, engine jump-starts, emergency refueling, and other minor repairs or service necessary to return vehicles and equipment to safe operation.	Disabled BSVE are responded to within one hour during Government regular working hours and within two hours after Government regular working hours. BSVE are returned to safe and operable condition.
3.3.6	Category 1 and 4 Crane Oversight	The Contractor shall provide installation oversight of cranes and other equipment used in crane-like applications, excluding equipment operating under NAVFAC construction contracts.	The Contractor shall provide installation oversight of cranes and other equipment used in crane-like applications in all naval bases to include NSAA/AAFB, excluding equipment operating under NAVFAC construction contracts in accordance with NAVFAC P-307 and JTREGMARIANASINST 11260.1. The Contractor shall complete a contractor crane or rigging operation checklist P-2 for cranes, rigging gear or other equipment used in crane-like applications. The Contractor shall submit to the KO or KO designated representative P-2s that have	Full compliance with program requirements. Verify the Contractor crane operating permit request and all included documentation in compliance with JTREGMARIANA SINST 11260.1. Verify that complex/critical lift plans comply with JTREGMARIANA SINST 11260.1.

1700000 – Base Support Vehicles and Equipment				
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			unsatisfactory items identified. If issues identified pose imminent danger the Contractor oversight personnel shall stop the operation and contact the KO or KO designated representative immediately. The operation shall not resume until the KO authorizes work to continue. Copies of Contractor Crane or Rigging Operation Checklist shall be kept on file for one year. The Contractor shall prepare and issue a Contractor Crane Operating Permit for the duration the crane is supporting the contract or project. The Contractor shall perform regular patrols of Joint Region Marianas to identify cranes operating out of compliance of the P-307 and JTREGMARIANASINST 11260.1. Report non-compliant cranes and other equipment used in crane-like applications to the KO or KO designated representative. The Contractor shall submit, per Section F, a daily Crane Operation and Oversight Schedule to the KO or KO designated representative. The Contractor shall validate complex/critical lift plans in accordance with the Joint Region Marianas Instruction (JTREGMARIANASINST) 11260.1, Weight Handling Equipment Program. Provide Contractor Crane or Rigging Checklist (P-2) Inspections prior to issuing Operations Permits.	