PERFORMANCE WORK STATEMENT
FOR
VERTICAL TRANSPORTATION EQUIPMENT MAINTENANCE, REPAIR, & INSPECTION SERVICES

4 June 2026

PERFORMANCE WORK STATEMENT (PWS) FOR VERTICAL TRANSPORTATION EQUIPMENT MAINTENANCE, REPAIR, & INSPECTION SERVICES

1. DESCRIPTION OF SERVICES. The Contractor shall provide all management, tools, supplies, equipment, parts and labor necessary to maintain, repair, and inspect the real property vertical transportation equipment (VTE) at Hill AFB and at Little Mountain in a manner that will ensure continuous and safe operation (maintenance and repair with the exception of the exclusions listed in paragraph 2 below). **The VTE and their locations will be listed in Appendix A.** NOTE: The term "VTE" in this Performance Work Statement (PWS) includes all equipment listed in Appendix A: freight and passenger elevators, escalators, and may include wheelchair/stair lifts, dock levelers.

1.1. This full maintenance contract signifies a VTE service provider (Contractor) takes total service responsibility for the equipment identified in the contract. Except those services covered in paragraph 2 below, the monthly fixed price includes all inspections, maintenance, repairs, replacements, and routine and emergency service calls. This contract allows the Government to budget total yearly costs and eliminates concerns relating to individual parts repair or replacement invoicing. The Contractor assumes all responsibility and determines the amount of service visits and types of service required to keep the VTE operating safely and within the performance objectives of paragraph 6.

1.2. Work conducted on VTE will be in accordance with the American Society of Mechanical Engineers (ASME) A17.1-2007 (or applicable code for year VTE put in service), Safety Code for Elevators Passenger and Freight (ASME A17.1), ANSI/ASME A17.2-2010, Guide for Inspection of Elevators, Escalators, and Moving Walks (applicable to equipment), A17.3-2011, Safety Code for Existing Elevators and Escalators (applicable to equipment), National Fire Protection Association Standards (NFPA), Unified Facilities Criteria (UFC) 3-600-01, Fire Protection Engineering for Facilities, Occupational Safety and Health Administration (OSHA) Standards and the recommendations of the original equipment manufacturer (OEM).

2. EXCLUDED SERVICES. The following are not covered in the maintenance service arrangement and are considered over and above services:

2.1. Alterations (a.k.a., modernizations) are not covered in the maintenance service arrangement. (See Paragraph 3.2)

2.2. Acts by parties other than the Contractor of vandalism, abuse, negligence, damage resulting from rescue and recovery operations, acts of God (including damage resulting from emergency power generator power spikes and low quality) are not included in the contract.

2.3. Additional items excluded in the maintenance coverage are cosmetic, construction, ancillary components of the VTE system including the finishing, repairing or replacement of the cab enclosure, ceiling frames, hoistway door panels, door frames, sills, car flooring, floor covering, main line power switches, main power breaker(s), hydraulic elevator jack outer housing, buried piping, smoke and fire sensors, fire service reports, main communication feeders to controller, security systems, batteries for emergency lighting and lowering that are not solely dedicated to the VTE, air conditioners, and heaters.

2.4. Routine cleaning and refinishing of the interior of cars and the exterior of the hoistway doors and frames is not included in the basic maintenance service.

2.5. In the event that the Contractor encounters an item of work included in paragraph 2.1 through 2.4, the Contractor will report the situation to the Contracting Officer's Representative (COR). The report will include the work location, a detailed scope of the required work, justification for Contractor determination that the work was not included in the contract, and an itemized cost estimate (including time to repair, all required parts and a breakdown of labor hours). **NOTE: Any parts, component or assembly unavailable from the manufacturer due to obsolescence, remains the Contractor's responsibility to obtain an engineered equivalent product from a commercial source.**

3. DEFINITIONS:

3.1. Maintenance, Repair and Replacement. Maintenance, repair and replacement are on existing VTE and included in the contract scope of services. All maintenance, repair and replacement of damaged, broken, or worn parts are to be done in a manner that ensures that the equipment may be operated safely. Maintenance, repair and replacement are actions to restore equipment to a state in which it may safely perform its required operations as installed in accordance with the manufacturer's recommendations. See ASME A17.1 for requirements.

3.2 Alteration. An alteration is also on existing VTE but is not included under the maintenance service arrangement. Alteration/modernization will be covered on an over and above Contract Line Item or it may result in a modification to the contract. The typical alteration results in a betterment to the safe operation of the equipment. In the case of elevators, when an alteration is made, all affected safety requirements must be complied with. All work as part of an alteration is required to comply with specific requirements of the current ASME A17.1 Code edition. See ASME A17.1 for requirements.

4. MAINTENANCE AND INSPECTION SERVICES:

4.1. The Contractor with the CO/COR (or representative) shall determine the working order and condition of all VTE listed in Appendix A within thirty (30) calendar days of contract award. If any deficiencies are present at that time, according to all the applicable codes as per section 1.2 of this document, than the Government will either replace missing items or repair all items not in working order or serviceable condition, or the CO will direct the Contractor to replace the missing items, accomplish the repair, and reimburse the Contractor in accordance with the contract. The CO will give instructions for situations where a unit requires a level of repair potentially constituting alteration as described by paragraph 3. The Contractor and the CO shall certify their agreement as to the working order of the equipment. All repair work shall be in accordance with standard commercial practices using only new parts of equal quality specified by the VTE manufacturer in effecting repairs (substitution of a different component is only permitted where it is equivalent to that which was tested, as determined by the certifying agency).

4.2. The Contractor shall develop and submit to the Government an annual written Maintenance Control Program (MCP) for each VTE within thirty (30) calendar days after contract award to cover the basic contract and any option periods. The MCP shall, at a minimum, include required inspections, timelines for inspections and maintenance to be performed. The Contractor shall perform inspections and maintenance service of all VTE in accordance with the MCP. The MCP shall ensure compliance with all minimum code requirements.

4.3. The Contractor shall perform maintenance service in accordance with the MCP to ensure reliable and continuous safe operation. The maintenance work shall be in accordance with commercial practices or manufacturer's specifications, if available, and shall be intended to maintain the VTE in safe and reliable operating condition. The MCP is required to specify appropriate intervals for specific maintenance items.

4.4. Cleaning of equipment spaces and daily cleanup of job sites in conjunction with maintenance, inspections and tests, and repairs are required.

4.5. The Contractor shall perform necessary inspections and tests as required under ASME A17.1 Appendix N, using a Qualified Elevator Inspector (QEI). The first annual test shall include the five-(5)-year test for all traction and roped hydraulic elevators regardless of due date. The three- (3) - year test shall be scheduled in conjunction with the annual test two years later from the first annual test.

4.6. The Government may perform inspections of the VTE at no cost to the Contractor for purposes of capital asset management and quality assurance. If discrepancies are discovered during these inspections, the Contractor will be notified in writing of any determination and may be responsible for the corrective actions.

4.7. The Contractor shall prepare and submit a written report within two (2) business days of work. The report shall identify each VTE, the location, maintenance work performed, repairs needed, date of inspection, name of inspector, and overall condition of the VTE.

4.8. The Contractor shall maintain a copy of all current VTE inspection documentation, along with an index indicating the location, date inspected, and date of the next required inspection having provided the original to the CO/COR. The index and copies of certificates shall be delivered to the CO/COR upon request; however, no later than one (1) business day of a request to review.

5. REPAIR SERVICE CALLS. Contractor shall provide service calls (routine and emergency) under the maintenance service agreement at no additional charge. All repair work shall be done in accordance with standard commercial practices. Contractor shall repair and replace components of the VTE at no additional cost to the Government. When a component in a labeled product is replaced, it must be replaced with an identical component manufactured under the original labeling service (certifying agency). Substitution of a different component is only permitted where it is equivalent to that which was tested, as determined by the certifying agency. The parts used for replacement are required to comply with all the requirements that the old parts originally complied with. The Unified Facilities Guide Specifications (UFGS) and the UFC will be used to benchmark acceptable replacement components. See UFGS 14 21 00. 00 20 Electric Traction Elevators, UFGS 14 21 13 Electric Traction Freight Elevators, UFGS 14 21 23 Electric Traction Passenger Elevators, and UFGS 14 2 00 Hydraulic Elevators for guidance.

5.1. Routine Calls. Service calls will be classified as routine when the work or adjustments do not qualify as an emergency call.

5.1.1. The contractor shall respond **on-site** to routine repair service calls within one (1) business day upon notification by the COR. The contractor shall provide the COR with an estimated cost of repair, including parts and labor, within two (2) business day from the time the contractor reports to the work location and surveys the repairs. The written repair cost estimate shall include, at a minimum, the following: the estimated cost of parts and labor, the specified time needed to complete repairs, and the projected time the equipment will be out of service. The contractor shall be financially compensated for material and labor costs only if COR authorization to proceed with the repair work is granted. The contractor shall ensure all major repair work commences within three (3) days after notice to proceed from the COR or as otherwise approved by the COR. The contractor shall ensure that all repair work is completed within seven (7) days of its commencement, however, the contractor is encouraged to keep equipment downtime to a minimum. The contractor shall provide a copy of the repair report to the COR as per paragraph 4.

5.1.2. The Contractor shall respond in-person to the VTE and begin work on routine service calls at no additional cost to the Government within COR - indicated time 1 business day after receipt of the call on regular scheduled work days/hours.

5.1.3. The Contractor shall report to the work location, survey the repair, and provide the CO/COR an estimate of time and cost of repairs not covered in the full maintenance service contract, but necessary to bring the VTE back to operation. The Contractor shall commence repair work after notification from the CO/COR. The Contractor shall prepare and submit to the CO/COR a written report within 2 business days after the repair. The report shall include the date and time of the service call, the location of the VTE, the repairs performed, and the name of the technician performing the repairs.

5.2. Emergency Calls. Emergency calls are defined as calls made for services when a VTE system fails and constitutes a danger to personnel; threatens to damage properties; or threatens to disrupt activity, operations, and/or training missions. The contractor shall respond in person to the VTE and begin work on emergency repairs service calls within two hours upon notification by the COR.

5.2.1. The Primary and/or Alternate COR's shall be the only individuals authorized to place routine and emergency calls to the Contractor.

5.2.2. The Contractor shall report to the work location, survey the repair, and provide to the COR and CO an estimate of parts and labor the specified time needed to repair and cost of repairs not covered in the basic maintenance service contract but necessary to bring the VTE back to operation. The contractor shall be financially compensated for material and labor costs only if COR/CO authorization to proceed with the repair work commences within 3 days after notice to proceed from the COR or as otherwise approved by the COR. The Contractor shall commence ensure all major repair work after notification from the CO/COR. The contractor shall ensure that all repair work is completed within 7 days of its commencement; however, the contractor is encouraged to keep equipment downtime to a minimum. The Contractor shall prepare and submit to the CO/COR a written report within 2 business days after the emergency repair. The report shall include the date and time of the service call, the location of the VTE, the repairs performed, and the name of the technician performing the repairs.

5.3. REPORTS/DOCUMENTATION. The contractor shall prepare and submit a written report to the COR within 10 business days of the following month of all scheduled inspections, maintenance, and any repairs accomplished during the previous month as per paragraph 4.

5.4. INSPECTION AND MAINTENANCE CHECKLIST. The contractor shall develop and submit to the COR a written Inspection/Maintenance Checklist with 10 days after contract award. The checklist shall identify those items on the VTE that are inspected and maintained to ensure the VTE is maintained in safe and reliable operating condition until the next schedule inspection/maintenance. The report shall, at a minimum, identify each VTE, the location of the VTE, maintenance work performed, mon-reeimbursed repairs needed and completed, date of inspection, date of next scheduled imspection, name of inspection, and overall condition of the VTE.

5.5. REPAIR REPORT. The conractor shall submit a written report to the COR documenting reimbursable repairs accomplished to include, but not limited to, mechanical, electrical, control, and safety deficenies found, actual parts replaced, parts cost, and man-hours per repairs with-in 14 days of the work being performed.

5.6. WARRANTY. The contractor shall warrant all contractor installed parts and all contractor workmanship for a period of one year from the date of acceptance by the government. The contractor shall repair or replace, at

his expense, any materials that become defective during the warranty period. Warranties shall not apply where the damage or failed materials results from abuse or neglect by the government.

5.7. GOVERNMENT FURNISHED PROPERTY AND SERVICES. All reasonable quantities of utilities will be available to the contractor without charge. Any temporary lines and connections that may be required shall be installed, maintained and removed by the contractor at his expense and performed under the oversight of Civil Engineering personnel.

5.8. CHANGES TO REQUIREMENTS. As requirements change the government may add/drop VTE listed in Appendix A. The government shall notify the contractor a minimum of 10 days in advance of any addition or subtractions. As a result of any changes, Appendix A of the PWS will be updated and the new PWS will be added to the contract. If the number of VTE requiring inspection increases, then the contractor shall provide a proposal will be negotiated by the contractor and the contracting officer to determine an acceptable maintenance schedule and cost.

6. SERVICES SUMMARY.

TABLE 1. PERFORMANCE objectives and performance thresholds

The Government will evaluate the Contractor performance in accordance with the following criteria. Performance evaluations will be rendered in one or more Government databases for that purpose.

Performance Objective	PWS Para	Performance Threshold
1. Written Maintenance Control Program (MCP) for each VTE for all equipment. MCP identifies all maintenance intervals to include safety inspections.	4	MCP in accordance with ASME A17.1 delivered to CO in 30 calendar days of contract award.
2. VTE Service Availability	4	VTE availability is 95%. Calculation = ((sum of all VTE * # days in service during the selected month for each VTE) / (# VTE * # days in the selected month)).
3. Repair Service Call Routine – Response Time. Response to routine calls within timspecified in paragraph 5.1.2.	5	Response to routine service calls are on-time 95% of the time on a monthly basis.
4. Repair Service Call Emergency – Response Time. Response to emergency calls within time specified in paragraph 5.2.2.	5	Response to emergency service calls are on-time 95% of the time on a monthly basis.
5. Service Call Repairs – Repair Quality. Repairs are of high quality resulting in reduced call backs.	5	Only two call backs of the same problem (same instance) each month.
5. Inspection – MCP Adherence		Inspection to MCP 100%
6. Preventative Maintenance - MCP Adherence	4.7., 5.1.3, 5.2.2.	Preventative maintenance performed to MCP 100% of time.

7. Reporting	4, 5	Submit reports in a manner consistent with PWS 100% of the time.

8. GENERAL INFORMATION.

8.1. QUALITY CONTROL. Contractor shall develop and maintain a quality control program (QCP) to ensure maintenance and repair services are performed in accordance with ANSI/ASME A17 and other applicable standards and codes. The Contractor shall develop and implement procedures to eliminate reoccurrence of once identified/repaired defects. As a minimum, the Contractor shall develop quality control procedures that address the areas identified in Paragraph 6, *Service Summary*. The QCP shall demonstrate how the Contractor ensures quality performance during the contract period of performance. The Contractor shall maintain the QCP throughout the period of performance of the contract. The CO will be provided updates to the QCP as they occur during the period of performance. The QCP will identify the procedures in writing for inspections, individual responsible, VTE MCP, and the location of all inspection records and key control logs which will always be available to the government upon request. The QCP will have the inspection forms and records which will be used for the service. The Contractor will identify to the CO/COR the responsible quality control inspector to notify in case of customer complaints.

8.2. QUALITY ASSURANCE. The Government will periodically evaluate the Contractor's performance in accordance with the Quality Assurance Surveillance Plan.

8.3. HOURS OF OPERATION. 7:00 a.m. to 4:00 p.m. Monday through Friday.

8.4. SECURITY REQUIREMENTS. Contractor/Employee Base Passs and Identification, Special Clearances and Vehicle Passes. If the VTE is located in a access controlled area. For the security of the area and the safety of others, the contractor shall prohibit the entrance of persons other than the contractor's employees into work areas when not engaged in performance of the contract. This does not apply to Government personnel directly assigned to this area. The contractor and his employees shall be required to submit applications for security clearances and identification to the Contracting Officer All personnel of the contractor must be able to obtain and maintain a security clearance to Hill AFB and at Little Mountain, Utah. The contractor shall comply with all requirements and procedures in accordance with FAR 5352.242-9000, Contractor Access to Air Force Installations. The contractor shall contact the Contracting Office Representative for appropriate forms prior to starting work; reference the following two paragraphs below. All documentations shall be submitted at the pre-performance conference. All contract vehicles shall be clearly marked on each side with a magnetic or painted sign of the company name.

8.4.1. With adequate notice, not less than 48 hours, escorts can be arranged and provided until controlled or restricted area badges are obtained and initial flight line driving training is completed (for new employees only).

8.4.2. The contractor shall ensure all contractor employees receive initial and recurring training in accordance with Hill Instruction 13-213 paragraph 1.1.2. All employees (including backup drivers) required to drive in the flight line area must be familiar with local flight line rules and are required to complete all flight line driving training and testing requirements and must possess a current AF Form 483 authorizing flight line driving. ***This requirement must be completed prior to driving in the flight line area.***

8.4.3. At the start of the contract and when otherwise directed an Entry Authorization Letter (EAL) request with the names of each contractor personnel and their social security numbers will be provided to each restricted area for their approval.

8.4.4. Force Protection Requirements. In addition to the requirements of clause AFFARS 5352.242-9000 Contractor Access to Air Force Installations (Nov 2012), during performance of this contract the contractor is responsible for:

8.4.4.1. Complying with all applicable security conditions. At the post award conference, the contractor will be provided guidance and appropriate instructions for force protection conditions (FPCON's).

8.4.4.2. Contractor shall adhere to local Force Protection requirements. Restricted access to the installation or to areas of the base may occur for a non-specific, limited amount of time without warning for physical security of the base.

8.4.5. All contractor vehicles are required to enter the base through the Roy Gate located on the North West side of the base. Time to enter the base may be up to one hour during high traffic hours or longer during higher FPCON's. Security Forces may require all contractor vehicles exit the base through the Roy gate.

8.4.6. Key/access Card Control. The contractor shall establish and implement methods of making sure all keys and access cards issued to the contractor by the government are not lost, misplaced, or duplicated and are not used by unauthorized personnel and are secured when not in use. The contractor shall immediately report any occurrences of lost or duplicated keys/access cards to the COR or Contracting Officer.

8.5. CONTINUATION OF ESSENTIAL DEPARTMENT OF DEFENSE SERVICES DURING CRISIS DECLARED BY THE NATIONAL COMMAND AUTHORITY OR OVERSEAS COMBATANT COMMANDER.

8.6. SPECIAL QUALIFICATIONS. The Contractor will be licensed by the State in which the work is conducted to provide the services specified in this contract. All work will be performed by personnel who are trained and qualified for the systems and equipment. Contractor personnel shall be certified by appropriate federal and state regulatory agencies to meet federal and local certification requirements (documentation provided to CO/COR upon request) in maintenance of VTE.

8.6.1. The contractor personnel shall be able to read, write, speak, and understand English.

8.6.2. Contractor personnel shall present a clean professional appearance and be easily recognized as contractor employees.

8.7. SCHEDULE COORDINATION. The Contractor shall be responsible for coordinating all phases of his/her operations with the appropriate base personnel through the CO/COR. The facilities shall remain in operation while the Contractor is working, and it is up to the Contractor to coordinate around the normal activities of the facility.

8.8. ENVIRONMENTAL CONTROL. The Contractor shall comply, and assure that all subcontractors comply, with all applicable federal, state, and local laws, regulations, ordinances, policies and standards related to environmental matters. Where applicable, the Contractor shall use environmentally safe products in the course of completion of their project. The Contractor shall maintain, in company vehicle on site, Material Safety Data Sheets (MSDS) for all chemicals. A copy of all MSDS will be provided to the CO/COR. The MSDS data is subject to random checks by the government. Contractor shall maintain, and provide on demand, an inventory of materials being brought on the Government facility. The Contractor shall complete, and provide on demand, monthly inventories of HAZMAT used, including but not limited to: solvents, paints, degreasers, greases, Ozone

Depleting Substances, and oils brought on to the Government facility. If the Contractor spills or releases any HAZMAT or other substance contained in 40 CFR 302 into the environment, the Contractor shall immediately notify the CO/COR and appropriate emergency responders. The Contractor is responsible for all costs associated with clean-up and restoration, including any applicable fines and/or penalties. The Contractor shall maintain a spill plan as required by federal, state, and local laws and regulations.

8.9. ASBESTOS. The Contractor shall comply with Section 29 CFR 1910.1001(j)(7)(iv). VTE may be located in facilities that may contain ACM or PACM. The Contractor (not the Government) shall determine if any exposure to ACM may result in performing work under the contract.

8.10. SAFETY.

8.10.1. Voluntary Protection Plan (VPP) Hill AFB and Little Mountain is in the process of pursuing VPP recognition and/or has already been recognized under the Occupational Safety and Health Act (OSHA) Voluntary Protection Plan (VPP) impact all "applicable contractors" meaning they are working on Hill AFB and Little Mountain for a minimum of one thousand hours in three months under the same contract. It is the contractor's responsibility to ensure its employees and managers have a comprehensive understanding of VPP as well as full compliance with OSHA requirements. The contractor shall follow all safety and health rules of the installation. Detailed information on VPP is available on the OSHA website at **http://osha.gov/dcsp/vpp/index.html.**

The Contractor shall provide their Total case incidence Rate (TCIR), their Days Away Restricted and/or Transfer Case Incident rate (DART) rates and their OSHA form 300 A and annually to the contracting officer and the COR for consolidation and submission as part of the installation's annual VPP Self and Health management report. TCIR and DART rates are due by the **15th of January of each year.**

The Contractor is responsible for compliance with the OSHA (Public law 91-596). The Contractor shall submit a Safety and Health Plan and corresponding site safety checklist to the contracting officer ten (10) work days after contract award date. The Contractor's Health and Safety plan shall include appropriate measures to ensure the Contractor reacts promptly to investigate, correct and track alleged safety and health violations and uncontrolled hazards in the Contractor work area.

8.10.2. Contractor's Safety and Health Plan. The Contractor's Safety and Health Plan shall demonstrate a management commitment to employee and health.

8.10.2.1 In performing work under this contract on Hill AFB and Little Mountain the Contractor shall provide a Safety and Health Plan with corresponding checklists to the contracting officer and the COR which shall:

(a) Identify the roles and responsibilities of the following individuals: management, supervisors, employees and safety coordinator.
(b) Identify all applicable safety and health laws, rules and regulations listed in this PWS and the contract. When applicable laws, rules and regulations change during the term of this contract the Contractor shall comply as the changes come into effect if it does not impact cost or delivery schedules or if a conflict does not arise in implementation of the new procedures. If any of these conditions occur, a written evaluation along with specific backup data and estimated cost data for these changes which impact the Contractor's performance shall be provided to the Contracting Office *(CO) or the Administrative Contracting Office (ACO). The Contractor shall not incorporate these publication changes until approved by CO or ACO. In the event there is a conflict between two or more publications, the Contractor shall provide written evaluation along with specific backup data to the CO or ACO and the COR within ten (10) calendar days of knowledge of conflict. Resolution of the conflict will be provided by the CO or ACO to the Contractor.

(c) Provide worksite hazard analysis to include base-line hazard identification and required control measures.
(d) Provide job site analysis to include hazard of tasks required to control measures, identify employee safety and health training requirements, the documentation and documentation process.
(e) Workplace inspection frequency to include identifying the individual conducting the inspections and shall include employee hazard reporting procedures,
(f) Identify individual(s) responsible for corrective hazards, and shall identity first aid and injury procedures, procedures for accident investigation and reporting, identify emergency response procedures and identify the process for tracking controlled hazards in Contractor work area.

8.10.2.2 The primary Contractor is responsible for establishing these requirements for all subcontractors who qualify as applicable contractors (see paragraph 4.10.1)

8.10.3. HEALTH AND SAFETY ON GOVERNMENT INSTALLATIONS

8.10.3.1. In performing work under this contract on a government installation, the Contractor shall:

(a) Comply with the specific health and safety requirements established by this contract;
(b) Comply with the health and safety rules of the government installation that concern related activities not directly addressed in this contract;
(c) Take all reasonable steps and precautions to prevent accidents and preserve the health and safety of Contractor and government personnel performing or in any way coming in contact with the performance of this contract; and
(d) Take such addition immediate precautions as the contracting officer may reasonably require for health and safety purposes.

8.10.3.2. Any violation of these health and safety rules and requirements, unless promptly corrected as directed by the contracting officer, shall be grounds for termination of this contract in accordant with the Default clause of this contract.

8.10.3.3. Emergency Evacuation Procedures. Contractor employees shall follow the direction of the government employees in regards to emergency evacuation procedures, i.e. fire, tornado, bomb threats, It is the responsibility of the Contractor to provide guidance and establish procedures for responding to emergency for their employees. It is the Contractor responsibility to account for their employees following an emergency evacuation.

8.11. CONTRACT INITIATION AND CLOSE-OUT REQUIREMENTS.

8.11.1. TRANSITION PHASE. The new contractor will be allowed access to the facilities for 30 to 45 days after notification of contract award to become completely familiar with the refuse removal requirements at Hill AFB and Little Mountain Test Annex. This is to familiarize supervisors and key personnel with work scheduling, procedures and to prepare the equipment. Any and all visits shall be coordinated through the COR. The contractor shall take all actions necessary for a smooth transition of the contracted operations. Contactor shall not interfere with ongoing performance of services. This phase will be performed at no charge to the Government.

APPENDICES.

A. VTE Equipment Listing

B. Safety Requirements

C. Acronyms

Performance Work Statement for Vertical Transportation Equipment Maintenance, Repair and Inspection Services
Appendix A
VTE Equipment Listing

Elevator #	Type of VTE	Bldg	Location Description	Manufacturer	Capacity (LBS)
1	Hydraulic	1	Lobby (BLDG 1A) BD 1	All Pro Elevator	2500# Passenger
2	Hydraulic	5	(Bay P) BD 5	US Elevator	4,000 Passenger
4	Screw-Drive	5	(Horseshoe) BD 5	National Wheel-O-Vator	750# Vertical Platform Lift
41	Hydraulic	5	Bay B BD 5	Carson	2000# Passenger
47	Hydraulic	5	(Bay H/U) BD 5 NE end	ThyssenKrupp	4000# Passenger
60	Hydraulic	5	Bay A near break room	TKE Elevator	2100# Passenger
5	Hydraulic	10	ONLY ELEVATOR BD 10	Elevator Sve & Mfg.	1,200# Passenger
57	Hydraulic	22	ONLY ELEVATOR	OTIS	2500# Passenger
48	Hydraulic	23	ONLY EL BD 23	Thyssenkrupp	4500# Passenger
54	Hydraulic	30	S Forces area, Landing (Center)	Garaventa Genesis	750# Wheelchair
58	Hydraulic	45	Between support sec's	EC H8000	2500# Passenger
6	Hydraulic	50	ONLY ELEVATOR BD 50	Montgomery	5,000# Freight
7	Screw-Drive	100	Bldg. 100 Just north of Bay N	National Wheel-O-Vator	450# Lift
8	Hydraulic	120	ONLY ELEVATOR BD 120	Shindler	2500# Passenger
9	Hydraulic	214	FREIGHT ELEVATOR BD 214	Montgomery	5000# Freight
10	Hydraulic	214	PASSENGER EL BD 214	Carson	3500# Passenger
11	Hydraulic	225	PASSENGER EL BD 225 (West)	Montgomery	2000# Passenger
12	Traction	225	FREIGHT BD 225 (East)	Otis	1000# Freight
13	Hydraulic	225	FREIGHT (East Kit)	Montgomery	10,000# Freight
50	Chain drive	225	FREIGHT EAST KIT RM	Montgomery	500# Freight
51	Hydraulic	225	WC LFT BD 225 East (DLA)	Savaria v-1504	750# Wheelchair
14	Hydraulic	238	Middle East BD 238	PFLOW	1700# VRC

15	Hydraulic	238	BD 238 (East)	Thyssenkrupp	4500# (Front/Rear/MRL)
16	Hydraulic	238	SE Side BD 238	Carson	4000# Passenger
17	Hydraulic	238	Middle East 2 BD 238	Joyce Lifts	4000# VRC
18	Hydraulic	238	BD 238 (West Secure)	Carson (Custom Elevator)	1400# Passenger LULA (Freight)
19	Hydraulic	238	South (West Secure)	PFLOW	4000# VRC
20	Hydraulic	238	North (West Secure)	PFLOW	10,000# Freight
21	Hydraulic	265	BLDG 265	TKE Elevator	2100# Passenger
22	Hydraulic	265	BD 265	P Flow	2000# Freight
61	Hydraulic	265	BD 265	Schindler	Passenger
62	Hydraulic	265	MIC, North East section	P Flow	2000# Freight
64	Hydraulic	265	BD 265	P Flow	3000# Freight
59	Hydraulic	269	ONLY ELEVATOR	KONE	Passenger
23	Hydraulic	501	Little Mnt. BD 501	Rotary Lift Co.	2000# Freight
24	Hydraulic	503	Center BD 503	Carson	4500# Passenger
25	Hydraulic	503	Bay A PASS BD 503	Carson	5000# Passenger
26	Hydraulic	503	Bay A FREIGHT BD 503	Schindler	6000# Freight
27	Hydraulic	503	Dock/Bay B BD 503	Carson	8000# Freight
28	Hydraulic	505	BD 505	Montgomery	2000# Passenger
29	Hydraulic	505	BD 505 (South End)	N/A	14,000# Freight
30	Hydraulic	507	BD 507, Cafeteria	Carson	4000# Passenger
55	Hydraulic	507	BD 507 Center	Savaria #750	750# Wheelchair
78	Hydraulic	507	In Weld shop East end	Savaria	750 # Wheelchair
31	Hydraulic	509	ONLY ELEVATOR	Accessibility Lift PAL	750# Vertical Platform Lift
63	Hydraulic	517	ONLY ELEVATOR, CENTER	Thyssenkrupp	3500# Passenger
52	Hydraulic	518	ONLY ELEVATOR, CENTER	Thyssenkrupp	3500# Passenger
32	Hydraulic	533	BD 533, Center	Carson	4500# Passenger
33	Hydraulic	593	WHEELCHAIR LFT BD 593	America Stair Glide	500# Vertical Platform Lift
34	Hydraulic	593	PASSENGER BD 593	Kimball	3000# Passenger
35	Hydraulic	688	ONLY BD 688	Carson	2000# Passenger
36	Hydraulic	843	Bay G BD 843	Access Industries (LULA)	1400# Pass. LULA
37	Hydraulic	843	Bay J BD 843	Access Industries (LULA)	1400# Pass. LULA
49	Hydraulic	843	Bay M BD 843 West	Savaria	750# Wheelchair
53	Hydraulic	843	Bay L BD 843	Access Industries (LULA)	7000# Freight
56	Hydraulic	843	Bay M BD 843	Access Industries (LULA)	Freight
77	Hydraulic	843	Bay J	Pflow	1500# Freight

3	Hydraulic	847	ONLY ELEVATOR BD 847	AMTECH	3000# Passenger
38	Hydraulic	849	ONLY FREIGHT BLDG 849	Dover	8000# Freight
39	Hydraulic	1102	ONLY Lift BD 1102	National Wheel-O-Vator	450# Incline Platform Lift
40	Hydraulic	1289	ONLY EL BD 1289	Montgomery	2000# Passenger
76	Hydraulic	1513	Only Elevator, Secure area	Thyssenkrupp	2500# Passenger
42	Hydraulic	1515	SW Corner BD 1515	Thyssenkrupp	2500# Passenger
43	Hydraulic	1515	East Hallway BD 1515	Thyssenkrupp	10,000# Freight
44	Hydraulic	1515	FREIGHT BD 1515	Montgomery	3500# Freight
45	Hydraulic	1515	BLDG 1515 rm 192E	Thyssenkrupp	10,000# Freight
46	Hydraulic	1515	LIFT BD 1515 (Main Entry)	National Wheel-O-Vator	750# Vertical Lift
65	Hydraulic	1515	West Hallway BD 1515	Thyssenkrupp	2500# Passenger
66	Hydraulic	1515	West Hallway (Atrium)	TyssenKrupp	4000 # Passenger
67	Hydraulic	1531	Inside Secured area 1531	Schindler	3000 # Passenger
68	Hydraulic	1531	Inside Secured area 1531	Schindler	5000 # Passenger
69	Hydraulic	1531	Parking garage North 1531	Schindler	3000 # Passenger
70	Hydraulic	1531	Parking garage North 1531	Schindler	3000 # Passenger
71	Hydraulic	1531	East side loading dock (Outside)	Blue Giant	No rating, Freight
72	Hydraulic	1701	Little Mnt. BD 1701	P Flow	5200 lbs Freight
74	Hydraulic	1955	Linquist gallery, by education	Savaria	750lb Wheel chair lift
75	Hydraulic	1955	Hadley Gallery for upper deck	Garaventa Genesis	750lb Wheel chair lift
73	Hydraulic	4301	Little Mnt. BD 4301	Custom Industrial	4000 lbs Freight

NOTE: The item numbers highlighted in Blue fall under CLIN's 0001 – 0003 and item numbers without highlight fall under CLIN's 0004 – 0006

APPENDIX "B"

OGDEN AIR LOGISTICS CENTER

UNITED STATES AIR FORCE

HILL AIR FORCE BASE, UTAH 84056

SAFETY, FIRE PROTECTION AND HEALTH SPECIFICATION

INDUSTRIAL SAFETY REQUIREMENTS

VERTICLE TRANSPORTATION EQUIPMENT

DATE: 25 May 2016

PREPARED BY: Michael R. Harbert, 75 ABW/SEG, (DSN: 777-2125)

SECTION I - GENERAL REQUIREMENTS

A. Safety Program Requirements.

The contractor will implement a safety program plan that ensures protection of Government personnel and property. The program will consist of, as a minimum:

1. Mishap reporting, as defined in paragraph B1 below.

2. A Safety Plan that addresses, as a minimum, the subjects listed in Section II –Specific Requirements, and will be used during the performance of the work described in the contract. The Safety Plan will be approved by 75 ABW/SEG (Safety Office) prior to commencement of any work described in this contract.

3. Routine and recurring surveillance to ensure the safety requirements of this contract are enforced.

4. Competent personnel to provide surveillance of the Safety Plan.

5. Identification of segregated work site locations for operations that cannot be co-mingled with general industrial operations and the process for ACO approval of operations and changes at these specific sites.

6. All contractor personnel shall be trained and qualified to perform their duties safely.

7. The contractor shall include a clause in all subcontracts requiring the subcontractors to comply with the safety provisions of this contract, as applicable.

B. Mishap Notification

1. The contractor shall notify 75 ABW/SEG (801-777-3333), or the Hill AFB Command Post (777-3007) after normal duty hours, and the designated Government Representative (GR), i.e., the ACO, PCO, or DCMA QAP

(Quality Assurance Personnel) within one (1) hour of all mishaps or incidents at or exceeding $2,000 (material + labor) in damage to DOD property entrusted by this contract, even if the government is wholly or partially reimbursed. This notification requirement shall also include physiological mishaps/incidents. A written or email copy of the mishap/incident notification shall be sent within three calendar days to the GR, who will forward it to 75 ABW/SEG. For information not available at the time of initial notification, the contractor shall provide the remaining information no later than 20 calendar days after the mishap, unless extended by the ACO.

Mishap notifications shall contain, as a minimum, the following information:

(a) Contract, Contract Number, Name and Title of Person(s) Reporting

(b) Date, Time and exact location of accident/incident

(c) Brief Narrative of accident/incident (Events leading to accident/incident)

(d) Cause of accident/incident, if known

(e) Estimated cost of accident/incident (material and labor to repair/replace)

(f) Nomenclature of equipment and personnel involved in accident/incident

(g) Corrective actions (taken or proposed)

(h) Other pertinent information

2. The contractor shall cooperate with any and all government mishap investigations. Additionally if requested by government personnel or designated government representative (GR), i.e., the ACO, PCO, or DCMA QAP (Quality Assurance Personnel), the contractor shall immediately secure the mishap scene/damaged property and impound pertinent maintenance and training records, until released by safety investigators.

3. The contractor shall provide copies of contractor data related to mishaps, such as contractor analyses, test reports, summaries of investigations, etc. as necessary to support the government investigation.

4. The contractor shall support and comply with the safety investigation and reporting requirements of AFI 91-204, Chapters 1 – 5.

C. General Safety Requirements:

If the safety plan is modified, the contractor shall submit the proposed modification, in writing, to the Contract Administration Office safety representative.

The contractor is solely responsible for compliance with all federal, state and local laws, the Occupational, Safety and Health Act (OSHA) (Public Law 91-596) and the resulting standards, **OSHA Standards 29 CFR 1910 and 1926**, as applicable, and the protection of their employees. Additionally, the contractor is responsible for the safety and health of all subcontractor employees.

The contractor shall ensure assigned personnel are adequately trained and qualified for the task being performed. Brief all personnel on the hazards involved with operations and applicable precautions to be taken.

Should unidentified hazards arise, cease operations until actions are taken to eliminate or mitigate hazards to safe levels.

SECTION II – SPECIFIC REQUIREMENTS

The contractor's prepared Safety Plan shall:

- Demonstrate a management commitment to employee safety and health
- Identify applicable rules and regulations
- Identify the roles and responsibilities of Management, Supervisors, Employees and Safety Coordinator
- Identify work to be performed and location of expected operations
- Provide a description of safety program, safety monitoring responsibilities, organizational structure, and contact information for on-site personnel
- Include a work hazard analysis of the worksite and operations to be performed to include baseline hazard identification and required control measures
- Identify employee safety and health training requirements and the documentation process
- Include emergency response plans and procedures that relate to protection of government personnel and property
- Include a workplace inspection frequency, to include the identity of the individual responsible for conducting the inspection
- Include hazard reporting procedures and identify individual(s) responsible for the correcting identified hazards
- Identify first aid and injury procedures
- Identify procedures for accident reporting and investigation
- Identify the process for tracking controlled hazards in contractors work area

The contractor shall ensure that each element identified below is adequately addressed in detail in the safety and health plan:

PEDESTRIAN CROSSWALKS: All contractor personnel are required to use the closest crosswalk, or traffic controlled intersection when crossing the road. Pedestrians must look both ways to ensure the coast is clear before stepping out into the crosswalk. Pedestrians DO NOT have the right of way unless they are already in the crosswalk. Contractor vehicle operators have the same responsibilities as pedestrians, to share the road and mutually observe and yield to pedestrians.

MOTOR VEHICLES: Contractor shall comply with the standards in*:* DoD Directive 5525.4, *Enforcement of State Traffic Laws on DoD Installations*", Nov 2, 1981, Para 3-4; DODI 6055.4*, DoD Traffic Safety Program,* 20 Jul 99; AFI 91-207, *USAF Traffic Safety Program,* 22 May 07; and AFI 91-207 AFMC SUP1, *The US Air Force Traffic Safety Program*, 1 Oct 07. Each applies to all persons at any time on an Air Force Installation and includes all leased, owned, or privatized property including housing areas. In addition: AFI 13-213**,** *Airfield Management***,** 29 Jan 08, Para's 1.3.6 and 4.4.2.1 applies to all contractors, sub-contractors, vendors, commercial delivery companies, and all other private business vehicles who operate anywhere on Hill Air Force Base, including the airfield (to include the industrial areas and any buildings or hangars located upon the airfield) in support of their mission.

WALKING – WORKING SURFACES *Contractor shall comply with the standards in 29 CFR 1910 Subpart D and Life Safety Code .* All interior walking and working surfaces which are part of the means of egress shall **remain** clear at all times and comply with the requirements of National Fire Protection Association (NFPA) 101*, Life Safety Code.* Floors shall be kept in good condition and free of defects that can endanger workers or

interfere with the handling of materials. Housekeeping – methods and controls are in place to minimize tripping hazards, the accumulation of flammable/combustible materials, etc. Portable metal ladders – methods and controls are in place to ensure inspection and safe use. Open-sided floors/platforms/runways must be protected and not left uncovered to prevent injury.

PERSONAL PROTECTIVE EQUIPMENT Contractor shall comply with the standards in 29 CFR 1910.132, 134, 136 Subpart I and 29 CFR 1926, 28, 95, 100, 101, 102, & 951. Personnel protective equipment is required to be worn when employees are exposed to a potential hazard, working overhead, falling objects, etc. Contractor's Safety Plan shall also address:

-Eye and face protection
- Head protection
- Foot Protection

FOREIGN OBJECT DAMAGE (FOD) Awareness, Prevention and Responsibilities. *Contractor shall comply with the standards in:* AFI 21-101 AFMC SUP 1*, Aircraft and Equipment Maintenance Management,* 14 Dec 07*,* paragraphs 14.19 - 14.19.10.1.13**;** National Aerospace Standard (NAS) 412*, Foreign Object Damage/Foreign Object Debris (FOD) Prevention Program,* Oct 97; AFOSH STD 91-100*, Flightline Vehicle Operations,* 1 May 98, Chap 6. The FOD program must be integrated into the day-to-day operations to reduce/eliminate FOD incidents. Programs will include covering waste dumpsters, waste hauling trucks, barriers in place to stop migrating FOD from dirt and gravel piles, and end of shift or daily clean-up. The contractor will brief their personnel at least weekly on any FOD requirements. All contractors, subcontractors performing maintenance in a FOD–potential area will receive and have documented initial FOD Awareness and Prevention training. All vehicle operators are responsible for performing a Foreign Object (FO) inspection on their vehicles including all towed equipment, vehicle tires and open cargo areas of vehicles prior to entering the marked runway, taxiway, flight line, and aircraft parking ramps and other areas as directed by the Installation FOD Awareness and Prevention Officer. All "open-air" delivery vehicles must be free of loose items/debris that could potentially fall from the vehicle and cause a FOD hazard. The cargo beds of pickups truck must be clean or covered prior to entering the airfield. Vehicles will be subject to inspection and denied entry if found unacceptable. Contractors and site/operations evaluators will ensure tools; equipment, rags, residue and hardware are properly stored and accounted for. **"Clean as you go" methods are desired**

ABBREVIATIONS AND ACRONYMS

ABW	Air Base Wing
AFB	Air Force Base
ACAP	As Clean As Practicable
AF	(U.S) Air Force
AFI	Air Force Instruction
BEE	Bio Environmental Engineering
CDRL	Contract Data Requirements List (DD Dorm 1423-1)
CFC	Chlorofluorocarbons
CFS	Cleaning Frequency Schedule
CLIN	Contract Line-Item Number

CO	Contracting Officer
COR	Contracting Officer's Representative
CUI	Controlled Unclassified Information
ECC	Emergency Communications Center
EHS	Extremely Hazardous Substances
EESOH-MIS	Enterprise Environmental, Safety, and Occupational Health – Management Information System
EHS	Emergency Communications Center
FOUO	For Official Use Only
HM	Hazardous Material
HMMP	Hazardous Materials Management Process
HS	Hazardous Substances
IAW	In Accordance With
IRC	Installation Records Check
OSHA	Occupational Safety & Health Administration
ODS	Ozone Depleting Substances
PBT	Persistent Bio-accumulative and TOXIC
PO	Performance Objective
POL	Petroleum Oil & Lube
PWS	Performance Work Statement
SCHR	State Criminal History Repository
SDS	Safety Data Sheet
SS	Service Summary
QTY	Quantity