PERFORMANCE WORK STATEMENT (PWS)

FOR

Massachusetts Homeland Response Force

Role Player, Moulage / Clothing, Weighted Manikins, Simulants, Lumber Package, Ambulance Support, and Structural Collapse Venue Site (SCVS) Reset

1.0 General:

1.1 Scope: The Contractor shall provide all personnel, equipment, tools, materials, supervision, and quality control necessary, except as specified in Paragraph 6 as Government Furnished, to perform a non-personal services contract to provide the Supported Collective Training Exercise (SCTE) training event with contractor support to provide and manage contractor role players, moulage/clothing, weighted manikins (with clothing), simulants, lumber package, real world medical support (2 ambulances), and Structural Collapse Venue Site (SCVS) (Rubble Pile) reset as identified in this PWS. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. The Contractor shall implement and sustain cost-saving measures throughout the period of performance without degradation of mission capability.

1.1.1 Objectives: This Performance Work Statement (PWS) establishes performance requirements for contractor support to allow training organizations the maximum opportunity to exercise their personnel by simulating actual conditions. Role players and ambulance services are essential to realism and interaction during the training events, which is enhanced by acting, moulage, and environmental conditions. Rubble Pile reset is an enhanced requirement that also enhances realism and interactions for typical lifesaving elements.

1.1.2 Background: In conjunction with the National Guard Bureau, Massachusetts HRF is tasked to develop and support regional training and exercise activities aimed at enhancing domestic contingency readiness. The SCTE ensures these functions are integrated and complementary where appropriate. To provide conditions wherein the participants are challenged with probable real-world situations, the SCTE uses moulage role players, manikins, and simulants to simulate the applicable conditions. The use of role players is required to support regional training and exercises, enhancing domestic contingency preparedness, and evaluations of the CBRN Enhanced Response Force Package (CERFP), Homeland Response Force (HRF), and other National Guard CBRNE response capabilities. The SCTE Contractor Support explicitly addresses a combination of strategic planning and tactical operations within the civilian emergency management community (Exercise only).

1.1.3 Services: The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to provide a vital realistic element to the Massachusetts HRF SCTE as defined in this Performance Work Statement, except for those items specified as Government-furnished property and services. The Contractor shall perform in accordance with the standards outlined in this contract.

- **Period of Performance (PoP)**: 8/24/26-8/28/26
- **Kick-Off Meeting**: Dates: 7/24/26 (NLT 10 days after contract award)
- **Post Award Conference**: Dates: N/A (if required)
- **Phase-In Period**: Dates: 8/19/26-8/21/26 (Preparation for Contract Performance)

- **Delivery of Lumbar Package**: Date: 8/19/26 Location: JBCC - SCVS
- **Ambulance Support**: Dates: 8/25/26-8/27/26
- **Role Player and Simulants**: Dates: 8/25/26-8/27/26
- **Number of Role Players by Date**: SCTE Package (25, 50, 50)
- **Daily After-Action Review (Internal Daily After-Action Reviews (Hot Washes) Team and**
  OC/Ts

2.0 General Information

2.1 Place and Performance of Services: The Contractor shall provide services between the hours of 07001800 on days of the exercise**,** except on recognized US holidays or when the Government facility/installation is closed due to local or national emergencies, administrative closings, or similar Government-directed facility/installation closings. In alignment with National Guard Bureau's objectives to increase value and reduce expenditures, this contract emphasizes service delivery models that prioritize continuous improvement, efficiency, and documented cost savings. Primary location shall be Joint Base Cape Cod. The Contractor shall maintain an adequate workforce to ensure the uninterrupted performance of all tasks defined within this PWS, provided the Government facility or installation is not closed due to the above reasons. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the workforce are essential. Teleworking is not authorized.

2.1.1 Telework: The Government does not permit the Contractor to telework in support of this requirement. In furtherance of Continuity of Operations Planning (COOP), a telework program may be enacted to ensure that the Government's mission-critical operations stay operational during times of national emergency or incidents of national significance. Telework shall be at no additional cost to the Government.

2.1.2 Unscheduled gate closures by the Security Police may occur at any time, causing all personnel entering or exiting a closed installation to experience a delay. This cannot be predicted or prevented. Contractors are not compensated for unexpected closures or delays. Vehicles operated by contractor personnel are subject to search pursuant to applicable regulations. Any moving violation of any applicable motor vehicle regulation may result in the termination of the contractor employee's installation driving privileges.

2.1.3 The Contractor's employees shall become familiar with and obey the regulations of the installation, including fire, traffic, safety, and security regulations, while on the installation. Contractor employees should only enter restricted areas when required to do so and only upon prior approval. All contractor employees shall always carry proper identification with them and shall be subject to such checks as may be deemed necessary. The Contractor shall ensure compliance with all regulations and orders of the installation, which may affect performance. The Government reserves the right to direct the removal of an employee from Government property or revoke access to Government systems for misconduct, security reasons, or any overt evidence of communicable disease. Removal of contractor employees for reasons stated above does not relieve the Contractor from responsibility for total performance of this contract.

2.1.4 For contractors requiring Common Access Card (CAC): The CAC is the DoD Federal Personal Identity Verification (PIV) credential. Before CAC issuance, the contractor employee requires, at a minimum, a favorably adjudicated Tier 1 or an equivalent or higher investigation in accordance with Army Directive 2014-05. The contractor employee will be issued a CAC only if duties involve one of the following: (1) both physical access to a DoD facility and access, via logon, to DoD networks onsite or remotely; (2) remote access, via logon, to a DoD network using

DoD-approved remote access procedures; or (3) physical access to multiple DoD facilities or multiple non DoD federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled Tier 1 investigation at the Office of Personnel Management.

2.1.5 Sponsorship and enrollment information about each applicant must be registered in the Defense
Enrollment Eligibility Reporting System (DEERS) through either the Real-Time Automated Personnel ID System (RAPIDS) using the DD Form 1172-2 or the Trusted Associate Sponsorship System (TASS).

2.1.6 Recognized Holidays: The following are recognized United States (US) holidays. The Contractor shall not perform services on these days:

- New Years Day
- Martin Luther King Jr's Birthday

- Presidents Day
- Memorial Day
- Juneteenth National Independence Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

2.1.7 Hours of Operation: The Contractor is responsible for providing services in accordance with the hours and dates included within PWS, unless the Government facility is closed due to local or national emergencies, administrative closings, or similar Government-directed facility closings. The Contractor must maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the workforce are essential. The Government shall not be liable for overtime incurred in excess of the aforementioned minimum coverage.

2.2.1 Quality Control: Quality Control is the responsibility of the Contractor. The Contractor is responsible for the delivery of quality services/supplies to the Government (see Federal Acquisition Regulation (FAR) 52.246-1, Contractor Inspection Requirements). The Contractor shall develop, implement and maintain an effective Quality Control System, which includes a written Quality Control Plan (QCP). The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. The QCP shall implement standardized procedure/methodology for monitoring and documenting contract performance to ensure all contract requirements are met. The Contractors' QCP must contain a systematic approach to monitor operations to ensure acceptable services/products are provided to the Government. The QCP, as a minimum, shall address continuous process improvement; procedures for scheduling, conducting and documentation of inspection; discrepancy identification and correction; corrective action procedures to include procedures for addressing Government discovered non-conformances; procedures for root cause analysis to identify the root cause and root cause corrective action to prevent re-occurrence of discrepancies; procedures for trend analysis; procedures for collecting and addressing customer feedback/complaints. The

Contractor shall provide to the Government their quality control plan to Contracting Officer or their designated representative within 5 working days prior to the Contract Phase-In period. After acceptance of the quality control plan, the Contractor shall receive the Contracting Officer's acceptance in writing of any proposed change to their QC system.

2.2.2 Quality Assurance: The Government shall evaluate the Contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

2.2.3 Quality Assurance Surveillance Plan (QASP): The Contracting Officer's Representative (COR) will monitor contractor performance and complete the Quality Assurance Surveillance Plan Worksheet at the end of the contract period of performance or annually. However, the COR may submit a Quality Assurance Surveillance Plan Worksheet at any time and as often as necessary to document quality levels.

2.2.4 If the Contractor's response to an identified quality deficiency is unsatisfactory, the Contracting Officer or COR will contact the appropriate Contractor representative to implement a plan of action to remedy the identified deficiency. A quality rating may change from "Green" to "Red" without notice. We anticipate the COR utilizing the "Yellow" quality rating to alert the contracting office of quality issues that have the potential for a "Red" quality rating if corrective action is not taken. If the performance rating for any task in this order is "Red" at any time during the performance period, the COR will notify the Contracting Officer.

Rating	Description
Green	Yes, performance and technical specifications are being met at AQL.
Yellow	Yes, performance and technical specifications are currently being met at the minimum AQL, but the following service / deliverable needs contractor attention. **The Customer must identify which component of the deliverable and/or service requires attention.**
Red	No, performance and technical specifications are not being met at AQL, and the following service / deliverable needs immediate contractor resolution. **The Customer must identify which component of the deliverable and/or service is below the minimum AQL.**

2.3.1 Place of Performance: The primary location for this exercise is Joint Base Cape Cod

3.0 Additional PWS Information / Responsibilities

3.1 The Government anticipates award of a Firm Fixed Price single award contract. Ensuring high quality service delivery aligned with mission needs. Implementing proactive cost-saving and efficiency enhancing measures.

3.1.1 Contractor Travel: Travel to other government facilities or other contractor facilities may be required. All contractor-associated travel associated with the support of this contract shall be accounted for in the Contractor's proposal on a firm fixed price basis to the Government.

3.1.2 Other Direct Costs: All other direct costs associated with the support of this contract shall be accounted for in the Contractor's proposal on a firm fixed price basis to the Government.

3.1.3 Organizational Conflict of Interest: Contractor and subcontractor personnel performing work under this task order may receive, have access to or participate in the development of proprietary or source selection information (e.g., cost or pricing information, budget information or analyses, specifications or work statements, etc.) or perform evaluation services which may create a current or subsequent Organizational Conflict of Interests (OCI) as defined in FAR Subpart 9.5. The Contractor shall notify the Contracting Officer immediately whenever it becomes aware that such access or participation may result in any actual or potential OCI and shall promptly submit a plan, within 14 days after task order award or identification of a potential OCI, to the Contracting Officer to avoid or mitigate any such OCI. The Contractor's mitigation plan will be determined to be acceptable solely at the discretion of the Contracting Officer and in the event the Contracting Officer unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the Contracting Officer may affect other remedies as he or she deems necessary, including prohibiting the Contractor from participation in subsequent contracted requirements which may be affected by the OCI.

3.1.4 Contracting Officer Representative (COR): The COR is authorized to represent the contracting officer in interpreting the technical requirements of this task order.

3.1.4.1 The COR monitors all technical aspects of the task order and assists in task order administration. The COR is authorized to perform the following functions: assure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with task order performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including
Government drawings, designs, specifications; monitor Contractor's performance and notifies both the Contracting Officer and Contractor of any deficiencies; coordinate availability of Government furnished property; and provide site entry of Contractor personnel. The COR is not authorized to change any of the terms and conditions of the resulting order.

3.1.4.2 All contracting actions and/or correspondence should be forwarded through the COR. The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or statement of work, and monitoring the progress and quality of the Contractor's performance.

3.1.4.3 The COR is NOT an Administrative Contracting Officer (ACO) and does not have authority to take any action, either directly or indirectly, that would change the pricing, quantity, quality, place of performance, delivery schedule, or any other term and condition of the contract, or to direct the accomplishment of effort that goes beyond the scope the statement of work in the contract. When, in the opinion of the Contractor, the COR requests efforts outside the existing scope of the contract, the Contractor shall promptly notify the contracting officer in writing. The Contractor under such direction shall take no action until the contracting officer has resolved the issue or has otherwise issued a modification to the contract.

3.1.4.4 In the absence of the Primary COR (due to reasons such as leave, illness, and official travel), all responsibilities and functions assigned to the Primary COR shall be the responsibility of the Alternate COR (if appointed), acting on behalf of the Primary COR.

3.1.4.5 The Primary COR is Name: CPT Jonathan LaVerdiere. Area Code/Phone Number: 774-277-7599 and Email: jonathan.p.laverdiere.mil@army.mil for inspection and acceptance of deliverables under this task order.

3.1.5 Program Management: The following subsections specify requirements for contract, management, and personnel administration.

3.1.5.1 Key Personnel: The Contractor shall provide a Contract Manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the Contractor when the manager is absent shall be designated in writing to the Contracting Officer. The Contract Manager or alternate shall have full authority to act for the Contractor on all contract matters relating to the daily operation of this contract. The Contract Manager or alternate shall be available on the days and dates required within PWS.

3.1.5.2 Contract Management: The Contractor shall establish clear organizational lines of authority and responsibility to ensure effective management of the resources assigned to the requirement. The Contractor must maintain continuity between the support operations at the place of performance, as specified at the task order level, and the Contractor's corporate offices. The Contractor shall provide management of subcontracts to ensure transparency of services to the Government; this includes timely payment of subcontractors and organic personnel, which is the singular responsibility of the Contractor.

3.1.5.3 Contract Administration: The Contractor shall establish processes and assign appropriate resources to administer the requirement. The Contractor shall respond to Government requests for contractual actions within one (1) business day. The Contractor shall designate and maintain a single point of contact between the Government and Contractor personnel assigned to support the contract or task orders. The Contractor shall assign work effort and maintain proper and accurate timekeeping records of personnel assigned to work on the requirement.

3.1.5.4 Subcontract Management: The Contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible and accountable for subcontractor performance on this requirement. The prime Contractor will manage work distribution to ensure there are no Organizational Conflict of Interest (OCI) considerations. In the event that a potential OCI is identified, the prime Contractor is responsible for immediately preparing and submitting to the contracting officer for approval an adequate mitigation plan. Contractors may add subcontractors to their team after notification to the Procuring Contracting Officer (PCO) or Contracting Officer Representative (COR).

3.1.5.5 Post Award Conference/Periodic Progress Meetings: The Contractor shall attend any postaward conference convened by the contracting activity or contract administration office in accordance with FAR Subpart 42.5, Post Award Orientation. The Contracting Officer, Contracting Officers Representative (COR), and other Government personnel, as appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these meetings, the Contracting Officer will apprise the Contractor of how the Government views the Contractor's performance, and the Contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the Government.

3.1.6 Personnel Administration and Management: The Contractor shall provide the following management and support as required. The Contractor shall provide for employees during designated Government non-workdays or other periods where Government offices are closed due to weather or security conditions. The Contractor shall maintain the currency of their employees by providing initial and refresher training as required to meet the PWS requirements. The Contractor shall make necessary travel arrangements for employees. The Contractor shall provide necessary infrastructure to support contract tasks, including both on-site and off-site support as specified at the task order level. The Contractor shall provide administrative support to employees in a timely fashion (timekeeping, leave processing, pay, and emergency needs).

3.1.6.1 Non-personal Services: The Government shall neither supervise contractor employees nor control the method by which the Contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual contractor employees. It shall be the responsibility of the Contractor to manage their employees and to guard against any actions that are of the nature of personal services or give the perception of personal services. If the Contractor believes that any actions constitute, or are perceived to constitute, personal services, it shall be the Contractor's responsibility to notify the Procuring Contracting Officer (PCO) immediately.

3.1.6.2 Removal of Personnel: The Government reserves the right to require the Contractor to remove contractor employees at any time due to violation of law, regulation, or imminent danger to government employees, facilities, or interests. The Contractor is always responsible for providing.
Service at the required level and must develop a plan to ensure continuity of services in the event of unexpected departure or removal of contractor personnel. The Contractor has sole responsibility to supervise, remove, replace, discipline, or approve leave for its employees. In the event that an employee is removed or replaced, the Contractor shall notify the Contracting Officer whenever changes are proposed. The Contractor shall also provide a minimum of a 7-day advance notice to the COR prior to removing an employee. This 7-day advance notice is not required in the case of an emergency or when the best interest of the Government is not served.

3.1.6.3 Staffing: Employment and staffing difficulties shall not be justification for the Contractor's failure to meet established requirements. If such difficulties impair performance, the Contractor may be subject to termination for cause.

3.1.6.4 Contractor Employee Qualifications: The Contractor is responsible for providing a fully qualified workforce. The Contractor shall employ and utilize only experienced, responsible, and capable persons in the performance of work under this contract. All employees must be citizens of the United States (or authorized aliens) and shall be able to furnish proof of citizenship if asked to do so by the Contracting Officer.

3.1.6.5 Supervision of Contractor Employees: The Government will not exercise any supervision or control over Contractor or subcontractor employees while performing work under the contract. Such employees shall be accountable solely to the Contractor, not the Government. The Contractor, in turn, shall be accountable to the Government for Contractor or subcontractor employees.

3.1.6.6 Exempt Professional Employees: Contractor employees supporting this task order requirement are identified as professional employees as defined in 29 CFR 541 and are not subject to the requirements of the Service Contract Act of 1965 (FAR Subpart 22.11 Professional Employee Compensation).

3.1.6.7 Cost-Reduction Initiatives: Contractor shall identify and implement cost-saving measures and efficiencies across all supported functions. Propose approaches to reduce labor hours, material use, or service redundancies.

3.1.6.8 Performance Based Innovation: Contractor is encouraged to propose and implement innovative service delivery methods that reduce long term costs without degrading service quality.

3.1.6.9 Resource Utilization: Contractor shall prioritize the use of Government Furnished Property (GFP) and existing infrastructure or inventory to avoid unnecessary expenditures.

3.1.6.10 Labor Efficiency: Contractor shall regularly assess labor utilization and adjust staffing levels in line with mission requirements. Excessive overtime must be avoided unless pre authorized by the Contracting Officer's Representative (COR).

4.0 Security Requirements

4.1 Access and General Protection / Security Policy and Procedures: Contractor and all associated subcontractors' employees shall comply with applicable installation/facility access and local security policies and procedures (provided by the government representative). This includes policies pertaining to the use or prohibition of electronic recorders, devices, cameras, etc. If the Contractor is required to take photographs or videos on a Government Installation, the Contractor must obtain written permission from the Senior Commander. Contractor workforce shall comply with all personal identity verification requirements as directed by DOD, HQDA, and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

4.1.1 The Contractor and its personnel must comply with the requirements of this paragraph in accessing Controlled Unclassified information (CUI), adhering to physical security requirements, and accessing Government facilities, records, and information systems. For the purposes of this contract, the contractors are not required to access any local Government IT systems and do not require a DD 254, DoD Contract Security Classification Specification.

4.1.2 The Contractor is responsible for safeguarding information of a confidential or sensitive nature.
Failure to safeguard any classified/privileged information which may involve the Contractor or the Contractor's personnel, or to which they may have access, may subject the Contractor and/or the contractor's employees to criminal liability under Title 18, sections 793 and 7908 of the United States Code. Provisions of the Privacy Act apply to all records and reports maintained by the Contractor. All programs and materials developed at government expense during the course of this contract are the property of the Government. Contractor personnel shall be required to obtain and maintain security badges and adhere to the installation security requirements.

4.1.3 Criminal Background Check: The Contractor shall provide proof of employee criminal background checks upon request. (Note: The Contractor shall not employ an individual with a felony on their criminal record). The Contractor shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office.

4.1.4 Pre-screen applicants using E-Verify or similar program: The Vendor must pre-screen applicants using the E-Verify Program (http://www.dhs.gov/E-Verify) website or other nationally accredited program to meet the established employment eligibility requirements. The Vendor must ensure that the applicant has two valid forms of government-issued identification. An initial list of applicants must be provided to the COR no later than 7 business days after the initial contract award to start the CI-focused security screening process.

4.1.5 National Crime Information Center (NCIC) and terrorist threat database screening are required.
All contractor employees, including subcontractor employees, who are not in possession of a current Common Access Card (CAC) will be vetted by the local security office to determine fitness and eligibility for access IAW DTM 09-012, paragraph 2.b(4) to include but not limited to an NCIC and Terrorist Database screening. The Vendor will ensure that the Government has sufficient biographical information to conduct said screening including, but not limited to the person's name, date of birth, and social security number, race gender and place of birth (city and State).

4.1.6 Physical Security: The Contractor shall be responsible for safeguarding all Government equipment, information, and property provided for Contractor use. At the close of each work period, government facilities, equipment and materials shall be secured.

4.1.7 Protection of Personally Identifiable Information (PII): The Contractor shall be responsible for protecting all Personally Identifiable Information (PII) encountered in the performance of work under the task order in accordance with DFARS 224.103, DoDD 5400.11, Department of Defense Privacy Program, and DoD 5400.11-R, Department of Defense Privacy Program. If the Contractor violates the aforementioned policies and a PII breach results, the Contractor shall be responsible for all notification costs, call-center support costs, and credit monitoring service costs for all individuals who’s PII has been compromised.

4.1.8 Identification of Contractor Employees: All contract personnel attending meetings, answering Government telephones, and working in other situations where their Contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by Contractors are suitably marked as Contractor products or that Contractor participation is appropriately disclosed. The Contractor (to include subcontractors) shall provide each employee an Identification (ID) wristband, which includes the Company and Employee Name. Key Personnel shall wear an ID name badge, which will include a color photo, the name of the company, individual, and job title, easily readable from a distance of 3 meters. The Contractor (to include subcontractors) shall be responsible for the collection of ID Wrist Bands and Badges upon completion of the contract or termination of the employee. A listing of issued identification wristbands and/or name badges shall be furnished to the Contracting Officer or their designated representative prior to the contract performance date and updated as needed to reflect Contractor and Subcontractor personnel changes.

4.1.9 AT Level I Training. All contractor employees, to include subcontractor employees, requiring access to Army installations, facilities, and controlled access areas shall complete AT Level I awareness training within 30 calendar days after the contract start date or the effective date of incorporation of this requirement into the contract, whichever is applicable. The Contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned,

within 45 calendar days after completion of training by all employees and subcontractor personnel. AT level I awareness training link will be provided by the COR.

4.1.9.1 iWatch Training. The Contractor and all associated sub-contractors shall brief all employees on the local iWatch program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of contract award and within 15 calendar days of new employees commencing performance with the results reported to the COR NLT 45 calendar days after contract award.

4.1.9.2 OPSEC Training: Per AR 530-1, Operations Security, new contractor employees must complete Level I OPSEC training within 30 calendar days of contract award or receive equivalent information briefing from the State OPSEC officer.

4.1.9.3 Combating Trafficking in Persons: The United States Government has adopted a zero-tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not engage in severe forms of trafficking in persons during the period of performance of the contract; procure commercial sex acts during the period of performance of the contract; or use forced labor in the performance of the contract. The Contractor shall notify its employees of the United States Government's zero tolerance policy, the actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment. The Contractor shall take appropriate action, up to and including termination, against employees or subcontractors that violate the US Government policy as described at FAR 22.17.

5.0 Definitions and Acronyms:

5.1 Definitions:

5.1.1 CBRN Enhanced Response Force Package (CERFP). The CERFP teams provide a phased capability. The CERFP teams locate and extract victims from a contaminated environment, perform mass patient/casualty decontamination, and provide treatment as necessary to stabilize patients for evacuation. The teams are specially trained to respond to a weapons-of-mass-destruction incident. The CERFPs are comprised of existing National Guard units in traditional reserve status. They can be mobilized in state active duty, Title 32, or Title 10 status. Each CERFP can be ready to deploy to an incident site within six hours of notification of a CBRNE or WMD incident.

5.1.2 Homeland Response Force (HRF). Composed of approximately 574 personnel, encapsulates lifesaving capabilities including Search and Extraction, Decontamination, Emergency Medical, Security, and Command and Control (C2). Each HRF will be staffed with Army National Guard Soldiers and Airmen. HRFs provide a scalable capability to bridge a gap between initial National Guard (NG) response and Title 10 capabilities.

5.1.3 Breaching and Breaking. The most dangerous skill to perform in a collapse condition as it is the most likely to initiate, by battering a broken building, a secondary collapse.

5.1.3.1 Typical: jack hammering on concrete to make a hole to make entry to break down an object.

5.1.3.2 Atypical: as carefully as possible, widen any existing opening to allow responders and victims access to escape.

5.1.4 Confined Space. A space that is large enough and so configured that an employee can bodily enter and perform assigned work; has limited or restricted means for entry or exit (for example, tanks, vessels, silos, storage bins, hoppers, vaults, and pits); and is not designed for continuous employee occupancy.

5.1.4.1 Typical: Confined Space Entry. All the training required is to ensure clean air is inside a confined space. The removal of victims in a "permitted space" is what most training covers.

5.1.4.2 Atypical: In a collapse there is no permit, no attendant or anyway to follow the prescribed typical guidelines.

5.1.4.3 Lifting and Hauling. The term "hauling implies that rigging equipment is used to move a heavy object.

5.1.4.4 Shoring. The goal of Shoring is to stabilize the object that is causing an unacceptable risk to extractors. Stabilizing can be accomplished by other means such as tying back and cribbing; both are faster than shoring and require fewer materials.

5.1.5 Contractor. A supplier or Vendor is awarded a contract to provide specific supplies or services to the Government. The term used in this contract refers to the prime.

5.1.6 Contract Manager. A person delegated to ensure performance of the contract. The name of this person and an alternate who shall act for the Contractor shall be designated in writing to the Contracting Officer. The CM or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract.

5.1.7 Contracting Officer. A person with authority to enter into, administer and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: The only individual who can legally bind the Government.

5.1.8 Contracting Officer Representative (COR). An employee of the US Government appointed by the contracting officer to administer the contract. Such appointment shall be In writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

5.1.9 Defective Service. A service output that does not meet the standard of performance associated with the Performance Work Statement.

5.1.10 Deliverable. Anything that can be physically delivered but may include non-manufactured things such as meeting minutes or reports.

5.1.11 Government Furnished Property (GFP) or Government Property (GP). Property in the possession of, or directly acquired by, the Government and subsequently made available to the Contractor.

5.1.12 Key Personnel. Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the Key Personnel listed in the PWS.
When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

5.1.13 Physical Security. Actions that prevent the loss or damage of Government property.

5.1.14 Quality Assurance. The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

5.1.15 Quality Assurance Specialist. An official Government representative concerned with matters pertaining to the contract administration process and quality assurance/quality control. This person acts as technical advisor to the Contracting Officer in these areas.

5.1.16 Quality Assurance Surveillance Plan (QASP). An organized written document specifying the surveillance methodology to be used for surveillance of Contractor performance.

5.1.17 Quality Control. All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

5.1.18 Rubble Pile. Informal term for Structural Collapse Venue Site.

5.1.19 Structural Collapse Venue Site (SCVS). A physical location, as in a training area. A site where there is one or more structures to simulate the collapsed state of buildings due to a natural disaster or a domestic terrorism event. SCVS is typically constructed of substantial material such as sea containers, concrete slabs, concrete tubes, and a multitude of concrete debris to simulate the collapse of a structure.

5.1.20 Subcontractor. One that enters into a contract with a prime Contractor. The Government does not have privacy of contract with the Subcontractor.

5.1.20 Workday. The number of hours per day the Contractor provides services in accordance with the contract.

5.1.21 Work Week. Monday through Friday, unless specified otherwise.

5.2 Acronyms:

AAR	After Action Report
AEI	Army Enterprise Info Structure
AFARS	Army Federal Acquisition Regulation Supplement
ANG	Army National Guard
AR	Army Regulation
ATCTS	Army Training Certification Tracking System
AUP	Acceptable Use Policy
BBP	Better Business Practice
CDM	Concept Development Meeting
CERFP	CBRNE Enhanced Response Force Packages
CBRN	Chemical Biological Radiological Nuclear
CCIRs	Commander's Critical Information Requirements
CCE	Contracting Center of Excellence
CFR	Code of Federal Regulations
CM	Contract Manager
CNGB	Chief National Guard Bureau
COMSEC	Communications Security
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTR	Contracting Officer's Technical Representative
COTS	Commercial-Off-the-Shelf
CPX	Command Post Exercise
CRTC	Combat Readiness Training Center
CST	Civil Support Team
CUI	Controlled Unclassified Information
DA	Department of the Army
DC	Displaced Civilians
DHS	Department of Homeland Security
DD250	Department of Defense Form 250 (Receiving Report)
DD254	Department of Defense Contract Security Requirement List
DFARS	Defense Federal Acquisition Regulation Supplement
DMDC	Defense Manpower Data Center
DOD	Department of Defense
DSCA	Domestic Support to Civil Authorities
EMAC	Emergency Management Assistance Compact
EMI	Emergency Management Initiative
ENDEX	End Exercise
EXCON	Exercise Control
FAR	Federal Acquisition Regulation
FEMA	Federal Emergency Management Agency
FPCON	Force Protection Condition
FPM	Final Planning Meeting
FSRT	Fatality Search & Recovery Team
FTE	Full Time Equivalent
FTX	Field Training Exercise

HIPAA	Health Insurance Portability and Accountability Act of 1996
HQDA	Headquarter Department of Army
HRF	Homeland Response Force
HSEEP	Homeland Security Exercise & Evaluation Program
IA	Information Assurance
IAPS	Incident Action Planning Support
IC	Incident Commander
ICS	Incident Command System
IMT	Incident Management Team
IPM	Initial Planning Meeting
IT	Information Technology
JELC	Joint Event Life Cycle
JET	Joint Enabling Team
JFHQ	Joint Forces Headquarters
JISCC	Joint Incident Site Communications Capability
JITEC	Joint Interagency Training and Education Center
JLLIS	Joint Lessons Learned Information System
JMETs	Joint Mission Essential Tasks
JOC	Joint Operations Center
JTR	Joint Travel Regulation
JTS	Joint Training System
JTF	Joint Task Force
JTIMS	Joint Training Information Management System
KO	Contracting Officer
LNO	Liaison Officer
MOA	Memorandum of Agreement
MPM	Mid Planning Meeting
MSR	Monthly Status Report
NACI	National Agency Check Inquires
NGB	National Guard Bureau
NGRF	National Guard Reaction Force
NIMS	National Incident Management System
NLT	Not Later Than
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
OCT	Observer Controller Trainer
ODC	Other Direct Costs
OPSEC	Operations Security
PCO	Procuring Contracting Officer
PII	Protection of Personally Identifiable Information
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program

QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SCS	Structural Collapse Simulator
SCVS	Structural Collapse Venue Site
SFE	Special Focus Exercise
SME	Subject Matter Experts
STARTEX	Start Exercise
TAR	Travel Authorization Request
TTX	Tabletop Exercise
WWAF-RA	Wide Area Workflow-Receipt and Acceptance

6.0 Government Furnished Property, Material, Equipment and Services:

6.1 The Government will provide the property, material, equipment, and/or services listed below solely for the purpose of performance under this contract:

6.2 Materials: None

6.3 Equipment: None

6.4 Services: None

6.5 Facilities: The Contractor will be provided an area of land near existing SCVS to prestage equipment for SCVS reset.

7.0 Contractor Furnished Property, Material, and Equipment and Services

7.1 General: Except for those items specifically stated to be Government-Furnished in Paragraph 6.0, the Contractor shall furnish everything required to perform these services as indicated in Paragraph 1.1.

7.1.1 Materials: The Contractor shall provide all materials to support SCVS reset. Locate, acquire, and transport all construction and building materials to the site. Materials quantity and type must adhere to United State Army Corps of Engineer Standard Operational Guidance (USACE SOG), version 2024.

Lumber and Materials Kit for Shoring Operations	Quantity
Lumber:	
6”x6”x8’	2 ea.
4”x4”x12’	22 ea.
2”x6”x12’	50 ea.
2”x4”x8’	12 ea.
4’x8’x3/4” plywood	2 ea.
Expendables:	
Nails, 8- penny duplex length, 30lbs Nails	1 box
16-penny duplex length, 50lbs	1 box
Rod, reinforcement Grade A 36” Cold Rolled Steel or Grade 60 Rebar 1”x36”	12 ea.

7 ¼” Circular saw blade	2 ea.
10” Circular saw blade	2 ea.
12” Circular saw blade	2 ea.
Drill Bit 1” x 12” SDS Max Chuck	2 ea.
Chisel Bits (paddle) 2” SDS Max Chuck	1 ea.
Chisel Bits (paddle) 3” SDS Max Chuck	1 ea.
White Lithium Grease (for Hilti)	1 ea.
Breaching and Breaking Operations:	
Concrete Slab, 5’x5’x6” with no less than ¼” rebar reinforcement	25 ea.

Contractor shall provide all materials including cut away clothing, safety shoes, safety glasses, and clothing carry bags for role player support. The Contractor shall provide life support services to include meals and water for role players. The Contractor shall provide two (4) Glo-Germ kits. Each kit shall contain one (1) bottle of Glo-Germ and one (1) handheld black light for detecting contamination containment and decontamination techniques.

7.1.2 Equipment: The Contractor shall provide all equipment necessary to ensure total mission support of SCVS reset. Contractor will provide at a minimum the following equipment including any additional items necessary for operations and maintenance support for item identified in the PWS (fuel, hydraulic fluid, hand tools, additional batteries/power packs, and repair parts):

Equipment:

o All-terrain forklift 10,000 lbs. capacity or o All-terrain SKYTRAK forklift 10,000 lbs. capacity

The Contractor shall provide all equipment necessary to ensure total mission support of role player services. Set up and operate temporary "Fixed" moulage sites to include lights, electricity, water hot/cold, tables, chairs, and heat/cooling areas based on weather conditions. Provide holding sites/break areas with lights, electricity, water, meals, tables, chairs, toilets, and heat/cooling areas based on weather conditions. Provide role players transportation support to and from training areas, parking lots, breaks/meals areas, and life support services (water/meals/nourishment).

7.1.3 Safety Considerations: The Contractor is responsible for the safety of their employees throughout the period of performance.

8.0 Specific Tasks: The Contractor shall provide SCVS reset for exercise: SCTE with supporting on Dates: 8/24/26-8/28/26

8.1 Task 1 – Miscellaneous Meetings, Provisions, Support

8.1.1 The Contractor shall provide materials and services to accomplish all tasks outlined in this Performance Work Statement throughout the period of performance of the contract.

8.1.2 Meetings: The Contractor shall prepare for, conduct, and participate in meetings and reviews when required or directed.

8.1.3 The Contractor will schedule a Kick-off meeting within 10 days of contract award. The Kick- off meeting will dictate the mandatory planning meetings and whether travel is required. The Contractor shall resolve action items assigned to the Contractor at these meetings.

8.1.4 The Contractor shall submit reports and all requests through the COR in accordance with Part 7. The Contractor shall submit a roll up of all meeting notes to the Contracting Officer or their designated representative.

8.1.5 Contract Manager or representative shall attend the daily “hot wash” briefing usually held each evening following the daily training to obtain any changes and/or get further coordinating instructions. If the Exercise Lead does not have a “hot wash” for the day, it is the Contractor’s responsibility to contact the onsite exercise Lead to gather this information.

8.1.6 Safety: The Contractor is responsible at all times for their staff. Follow all applicable federal, state, and local safety regulations. Liability and/or usage agreement may be required for access to training site. Training shall continue during inclement weather, unless safety concerns prohibit such continuation of training.

8.1.7 Use Government provided identification badges (if required).

8.1.8 Ensure staff parks only in designated areas. Ensure set up is only done in designated areas.

8.1.9 Provide a formal plan procedures and resources available for onsite safety, 'real-world' emergences and life support. Training shall continue during inclement weather, unless safety concerns prohibit such continuation of training.

8.1.10 Provide mandatory safety equipment (hard hats, eyeglasses, etc.) for all staff entering the collapse structure (rubble pile) location.

8.1.11 Provide points of contact with a high visibility method of identification (e.g. vest) at all training sites to supervise and support personnel.

8.1.12 Communications Plan: Contractor shall have effective and clear communications with Exercise
Director/Lead, Exercise Planner, Exercise Control, the COR and any pertinent key personnel within the
Contractor's employees on ground determined by the Contractor. Provide point of contacts to Exercise Lead and any pertinent key personnel. Obtain radios and arrange for Internet access if required. The Contractor shall ensure the assigned Contract Manager coordinates with Exercise Lead.

8.1.13 Minimum Acceptable Standard: The meetings notes shall be delivered to the COR via email in a PDF format on the Contractor’s letterhead on the next business day and the content of the report shall be free of grammatical, spelling and factual errors.

8.2 Task 2 – Provide accurate and on time Reports

5.2.1 Deliverable: The Contractor’s Daily Status Report (DSR) indicates the progress of the work, status of the program and of the assigned tasks. This report shall include information relating to accomplishments, existing or potential problem areas and proposed action to resolve the problems. The Contractor shall include the DSR with each invoice submitted for payment. Contractor’s Progress, Status, and Management Report shall be in accordance with Part 7.
5.2.2 Minimum Acceptable Standard: DSR shall be delivered to the COR via email in a PDF format on the Contractor’s letterhead NLT COB each training day. The content of the report shall be free of grammatical, spelling and factual errors.

8.3 Task 3 – Provide SCVS (Rubble Pile) Reset Support

8.3.1 Deliverable: The Contract Manager shall reset the SCVS to create a realistic and challenging training environment so the Search and Extraction (S&E) teams can gain valuable experience and expertise working in a simulated natural disaster or a domestic terrorism event. The Contractor will ensure the SCVS is reset prior to the start of the exercise for each training period or operational period. This may require the Contractor to perform a site visit to identify and plan for the necessary materials required for a complete SCVS reset. The Contractor shall provide heavy equipment, labor and construction material required to reset the SCVS.

8.3.2 SCVS Reset Support: Provide SCVS reset in accordance with Part 7 specifications (locations, time and conditions) for each of the exercises. Times may shift slightly based on training requirements as directed by exercise planners and directors.

8.3.3 Provide a qualified and licensed forklift operator, expert, for SCVS reset.

8.3.4 The SCVS must be an adequate size and complexity to allow multiple training venues to occur simultaneously and meet industry, state and local safety standards (responsibility of the hosting State). SCVS must be sufficient to train personnel on tasks and in accordance with NFPA standards: Standard on Operations and Training for Technical Search and Rescue Incidents and Life Safety Rope and Equipment for Emergency Services.

8.3.5 Provide support covering overarching Training & Evaluation Outline (T&EO) as directed by the Exercise Director/Lead, Exercise Planners, or S&E OC/Ts.

8.3.6 Reset Rubble Pile locations to maximize exercise goals and maintain a safe work environment for each training period.

8.3.7 Comply with all environmental determinations. Address and resolve all environmental considerations and issues. Adhere to OSHA and OSHA ladder safety regulations.

8.3.8 Complete resetting of the SCVS prior to the beginning of the ensuing training period.

8.3.9 Provide reset of the following training vignettes:

- o Lifting and Hauling
- o Shoring Walls
- o Confined Space
- o Rope Rescue
- o Breaching & Breaking

8.3.10 Minimum Acceptable Standard: All SCVS reset shall be setup no later than 1 hour prior to the scheduled start time for each venue for each training period.

8.4 Task 4 – Provide SCVS (Rubble Pile) Training Support Personnel

8.4.1 Deliverable: Provide SCVS Subject Matter Experts (SMEs) to assist with SCVS venue safety and OC/T directed training during the exercise in accordance with Part 7 specifications (quantity, locations, time and conditions) as necessary.

8.4.2 Qualifications: All personnel involved in the training are certified in accordance with any US certifying Agencies for this purpose (must have experience and Technical Rescue Level 2 Certification in all relevant functional areas below).

8.4.3 Personnel will be required to support safety or training for the following skillsets: Lifting and Hauling evolutions, Shoring evolutions, Confined Space evolutions, Rope evolutions, and Breaching and Breaking evolutions.

8.4.4 Ensure the safe placement of casualty role players and Manikins at the urban search and Rescue venues during the operational periods. Coordinate with Role Player Staff concerning the placement and recovery of Manikins.

8.4.5 Ensure SMEs are briefed on specifics of exercise scenario requirements and perform within the limits of the scenario. SMEs shall supply input and direction to ensure that the maximum training and exercise value is achieved during the use of the SCVS.

8.4.6 Provide continuous exercise operational period support up to 24 hours (shift/flexible work hours) when required.

8.4.7 Minimum Acceptable Standard: The Contractor shall provide adequately trained contractor employees in order to receive all appropriate briefings and orientations at location: Joint Base Cape Cod one day prior to the exercise.

8.4.8 The Contractor shall provide an onsite manager for assuring quality of reset.

8.4.9 The Contractor shall complete reset of the rubble pile site prior to date: 8/19/26

8.4.10 The Contractor shall provide Lumber for shoring operations in accordance with paragraph 7.1.1.

8.4.11 The Contractor shall provide Expendables for Search and Extraction Operations in accordance with paragraph 7.1.1.

8.4.12 The Contractor shall provide concrete slabs for breaching and breaking operations in accordance with paragraph 7.1.1.

8.5 Task 5 – Provide Role Players, Moulage and Trauma Manikin Support

8.5.1 Deliverable: The Contract Manager shall coordinate with the COR and Exercise Lead for the placement and rotation/recycle of role players within their specified time frames to maintain adequate flow rates of injured personnel for the exercise. Number of role players and Manikins shall be in line with paragraph 2.1.

8.5.2 Role Player Support: Provide role players (actors) in accordance with the specifications listed in the contract (quantity, locations, time, and conditions) for each of the exercises. The number of artisans is based on exercise needs. Provide required support at each presentation dependent upon the exercise sequencing and pacing. Times may shift slightly based on training requirements as directed by exercise planners. Provide patient flow rates in accordance with exercise scenarios.

8.5.3 Provide sufficient role players at a regularly scheduled flow to pass through the warm-zone medical triage and decontamination site at a rate of 40 ambulatory and 20 non-ambulatory persons per hour on all training days.

- Day 1:

    - 10 Manikins and 25 Role Players (CTE)
    - 20 Manikins and 25 Role Players (EXEVAL)
- Day 2:
    - 10 Manikins and 50 Role Players (CTE)
    - 20 Manikins and 75 Role Players (EXEVAL)
- Day 3:
    - 10 Manikins and 50 Role Players (CTE) o 20 Manikins and 75 Role Players (EXEVAL)

Provide role players on Dates: 8/25/26-8/27/26 at location: Joint Base Cape Cod. Role Players will be available NLT 0800 daily. Due to weather, environment and other training conditions, there may be a requirement to move the role player insertion later.

8.5.4 Role Players will only be triaged and processed through Decontamination lanes. Role Players will not be on the Rubble Pile.

8.5.5 Set up and operate ONE "Fixed" moulage site and holding site/break area at designated motor pool adjacent to the rubble pile site.

8.5.6 moulage the role players with the following types of medical issues: Multiple Compression Wounds,
Trauma, Abrasions, Cuts, Punctures, Chest Pain, Crush, Burn, Hot/Cold, Panic (mental other), Worried Well, Communicable Disease, Chemical burns, PTSD, Geriatrics, and Pediatrics -- Ambulatory and NonAmbulatory with corresponding Injury/Mass Casualty Cards visible for exercise responders.

8.5.7 Provide exercise scenario specific Injury/Mass Casualty Cards (waterproof) and provide injury specific acting instructions/coaching for all casualty role players.

8.5.8 Apply Glo-Germ to role players as required. Glo-Germ applications and usage shall be dictated by exercise requirements. Staff member may be required to utilize black light.

8.5.9 Follow the Master Exercise Scenario List (MESLs), supplied upon arrival to event, outlining all injects associated with a timeline and training gates along with additional injects based on training needs and the CERFP Commanders guidance.

8.5.10 Transportation: Provide transportation at venue. Ensure timely pickup of role players once they have passed through medical holding to maximize the recycling process. Role players shall be moulage (made-up) and transported to the appropriate sites.

8.5.11 Role Player Uniforms: Role players may get extremely wet; prop clothing will be cut off and they will be scrubbed with brushes and a lot of water (possibly cold water) in the Decontamination Shower lanes/stations. Ensure role players wear 'cut away' clothing and moulage. Role Players must have shower or water shoes for each casualty role player. Ensure all role players have appropriate skintight undergarments (swimsuits). Ensure role players have costume jewelry (inexpensive) for processing casualty's valuables. Provide person(s) to move items taken from casualty role players at start of Decontamination Line to the end of medical treatment holding area.

8.5.12 Ensure timely transportation and pickup of role players once they have completed the exercise scenario to maximize the role player recycling process.

8.5.13 Trauma manikin Support: Provide Manikins in accordance with the exercise. Provide required support at each iteration dependent upon the exercise sequencing and pacing. Times may shift slightly based on training requirements as directed by exercise planners.

8.5.14 Provide an onsite manager, expert, for assuring quality of moulage treatments.

8.5.15 Provide exercise scenario specific moulage for Manikin with the following types of issues: Multiple Compression Wounds, Trauma, Abrasions, Cuts, Punctures, Crush, and Chemical Burns.

8.5.16 Provide 20 weighted Manikins that meet the following minimum specification – Adults minimum of 150 pounds with weighted limbs; Children 60-100 pounds; Infants 10-30 pounds. Composition of manikins: Adults ~ 70%, Children ~10%, Infants ~ 10% mix.

8.5.17 Minimum Acceptable Standard: All role players, moulage, and weighted manikins, to include all Contractor required props, shall be setup not later than 1 hour prior to the scheduled start time for the venue.

8.5.18 The Contractor shall direct the safe emplacement of role players and Manikins within the 6 search and extraction lanes on the SETA to meet training objectives.

8.6 Task 6 – Subject Matter Expert Support

8.6.1 The Contractor shall provide personnel and equipment operators from date: 8/19/26 to set the training site before, during, and clean up after the exercise.

8.7 Task 7 – Provide Real World Medical Ambulance Support

8.7.1 General: The safety and security of participants, supporting players and military members at exercise events is of the utmost importance to achieve mission effectiveness and maximum training efficiency. During External Evaluation (EXEVAL) and Collective Training Events (CTE) the National Guard Bureau (NGB) requires provision for the safety of anyone in responsibility of the Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE) Chemical Response Enterprise (CRE) footprint. Real World Medical (RWM) assets will be staged on the scene while participants are actively exercising, to include, but not limited to set up, exercise play, and tear down. If for any reason the RWM team assigned to the training site leaves (i.e.: transport of a patient) and inadequate RWM coverage is left on the training site, the event must pause until RWM asset returns. Per NGB RWM Memorandum and guidance letter, when 101-250 personnel are on site and EMTs are being used for Basic Life Support without medical control authority on scene, 4 EMTs, or greater level trained providers, with two ambulances are required. The suggested method to provide RWM care is to contract or coordinate a MOU/MOA with a civilian agency to provide both the onsite and transport capability. The agency contracted will have to demonstrate their capability of providing Advanced Life Support Capability and provide enough crew to cover the exercise event so exercise play is not disrupted in the event of transport. 911 systems that can respond within 15 minutes from receiving a call can be considered; however, this should not be an option in lieu of an on-scene ambulance. The goal is to always have a minimum of one ambulance on site due to the training conducted.

8.7.2 The Ambulance and its personnel must stage according to the on-scene Exercise Director's guidance.

8.7.3 Special Qualifications: Ambulance personnel must at least be EMT level trained, and ALS dedicated.

8.7.4.0 Ambulance Requirements: The Contractor shall:

8.7.4.1 Provide two (2) ambulances and 4 trained EMTs at each exercise that are ready to transport should an injury or life-threatening situation occur.

8.7.4.2 EMTs or greater level trained, and ALS dedicated personnel (2 per vehicle).

8.7.4.3 At least one ambulance is required to always stay at the training site.

8.7.4.4 Hours of Operation are Date: 8/24/26-8/28/26 and Time: 0700-1700

8.8 Task 8 – Quality Control Plan

8.8.1 The Contractor shall develop and maintain an effective quality control plan/program (QCP) to ensure services are performed in accordance with this PWS. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services.

8.9 Task 9 – Contracting Officer Representative

8.9.1 The COR is the Contracting Officer's Representative for inspection and acceptance of deliverables under this contract. All contracting actions and/or correspondence should be forwarded through the COR to the Contracting Officer. No other person on site will accept or request deliverables.

8.9.2 The COR will act as the Contracting Officer's representative for technical matters, providing technical direction and discussion as necessary with respect to the specification or performance work statement, and monitoring the progress and quality of the Contractor's performance.

8.9.3 The COR is NOT an Administrative Contracting Officer (ACO) and does not have the authority to take any action, either directly or indirectly, that would change the pricing, quantity, quality, place of performance, delivery schedule, or any other term and condition of the contract or to direct the accomplishment of effort that goes beyond the scope of the performance work statement in the contract.

8.9.4 When, in the opinion of the Contractor, the COR requests efforts outside the existing scope of the contract, the Contractor shall promptly notify the Contracting Officer in writing. The Contractor shall take no action until the Contracting Officer has resolved the issue or has otherwise issued a written modification to the contract

8.10 Task 10 – Security Requirements

8.10.1 Contractor and all associated sub-contractor's employees shall comply with applicable installation/ facility access and local security policies. This includes policies pertaining to the use or prohibition of electronic recorders, devices, cameras, etc.

8.10.2 If the Contractor is required to take photographs or videos on a Government Installation, the Contractor must obtain written permission from the Senior Commander. Contractor workforce shall comply with all personal identity verification requirements as directed by DOD, HQDA and/or local policy.

8.10.3 In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

8.10.4 The Contractor and its personnel must comply with the requirements of this paragraph in accessing Controlled Unclassified information (CUI), adherence to physical security requirements and access to Government facilities, records, and information systems. For the purposes of this contract the contractors are not required to access any local Government IT systems and do not require a DD 254, DoD Contract Security Classification Specification.

8.10.5 The Contractor is responsible for safeguarding information of a confidential or sensitive nature. Failure to safeguard any classified/privileged information which may involve the Contractor or Contractor's personnel or to which they may have access may subject the Contractor and/or the Contractor's employees to criminal liability under Title 18, section 793 and 7908 of the United States Code. Provisions of the Privacy Act apply to all records and reports maintained by the Contractor. All programs and material developed at the government expense during this contract are the property of the Government.

8.10.6 The Contractor shall be responsible for safeguarding all Government equipment, information and property provided for Contractor use. At the close of each work period, government facilities, equipment and materials shall be secured.

8.10.7 All persons requesting access to military installation must have a legitimate purpose to access the installation under the terms of this contract, and must present a current valid Government (Federal, State or Local) issued photographic identification card. Contractor personnel will not be granted access without proper identification. Acceptable forms of ID include, but are not limited to driver’s license, passport, etc. Vendor shall provide a by name list of personnel authorized for this event to all entry gates. It is recommended that you have a staff member available to trouble shoot issues with entry during the event.
8.10.8 The Contractor will complete Antiterrorism and OPSEC Training NLT 5 days before exercise.
Contractor will coordinate with COR to obtain training site / location.

8.11 Task 11 - Submit Close-Out Reports and AAR comments

8.11.1 Deliverable: The Contractor must submit Close-Out Report at the end of the period of performance.

8.11.2 Minimum Acceptable Standard: Close-Out Report shall be delivered to the COR via email in a PDF format on the Contractor’s letterhead NLT 7 days after period of performance. The content of the report shall be free of grammatical, spelling and factual errors.

9.0 Applicable Publications

Publication (Chapter/Page)	Date of Publication	Mandatory or Advisory	Website
Federal Acquisition Regulation	03/17/26	Mandatory	https://www.acquisition.gov/?q=browsefar
Defense Federal Acquisition Regulation Supplement	11/10/2025	Mandatory	http://www.acq.osd.mil/dpap/dars/dfarspgi/current/in dex.html or https://www.acquisition.gov/dfars
Joint Travel Regulation (JTR)		Advisory	https://www.defensetravel.dod.mil/site/travelreg.cfm
Homeland Security Presidential Directive (HSPD)-12 Policy for a Common Identification Standard for Federal Employees and Contractors	08/27/2004	Mandatory	https://www.dhs.gov/homelandsecurity-presidential- directive-12

Publication (Chapter/Page)	Date of Publication	Mandatory or Advisory	Website
DoDI 5400.11 Department of Defense Privacy and Civil Liberties Programs	01/29/2019	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodi/
DoD 5400.11-R Department of Defense Privacy Program	05/14/2007	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/
DoDD 8140.01 Cyberspace Workforce Management	10/05/2020	Advisory	https://www.esd.whs.mil/Directives/issuances/dodd/
DoD 8570.01-M Information Assurance Workforce Improvement Program	12/19/2005 (Change 4: 11/10/2015)	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/

Performance Requirements Summary (PRS)

This PRS includes performance objectives the Government will use to determine contractor performance and will compare contractor performance to the Acceptable Quality Level (AQL).

Performance Objective	Standard	Performance Threshold	Method of Surveillance
PRS # 1 The Contractor shall provide: **<u>Task 1</u>**, Program Management: The Contractor shall provide materials and services to accomplish all tasks outlined in this Performance Work Statement throughout the period of performance of the contract. The Contractor shall prepare for, conduct, and participate in meetings and reviews when required. Training shall continue during inclement weather unless safety concerns prohibit such continuation of training.	-Schedule and conduct a Kickoff meeting within 10 days of contract award -Attend planning meetings, AAR briefing, and daily "hotwash" as required -Resolve action items assigned to the Contractor at meetings -Provide reports, briefings, and correspondence -Develop safety & communications plans and provide applicable equipment Provide role player orientation and mandatory safety training prior to participation -See paragraphs 8.1 and 8.2	80% compliance	100% inspection

Performance Objective	Standard	Performance Threshold	Method of Surveillance

PRS # 2 The Contractor shall provide: **<u>Task 2</u>**, Provide Role Player, Moulage, Trauma Manikins Support: The Contract Manager shall coordinate with the COR and Exercise Lead for the placement and rotation/recycle of role players within their specified time frames to maintain adequate flow rates of injured personnel for the exercise. The Contractor shall provide required support as listed IAW the performance standards	Provide all support for exercise contained in Part 7 and paragraph 8.5 of this PWS -Attend planning meetings as required -Provide casualty role players, displaced civilians, and trauma manikins -Set up "fixed" moulage and holding sites, for both role players and Manikins -Administer moulage and simulant techniques -Provide waterproof injury/mass casualty cards, props as required, and cut off clothing -Ensure Role players wear skintight undergarments under prop clothing -Provide transportation as required -Ensure role players Follow provided MESL -Provide Manikin placement prior to each interaction	100% compliance	100% inspection

Performance Objective	Standard	Performance Threshold	Method of Surveillance

PRS # 3 The Contractor shall provide: (2) Ambulance Service **<u>Task 3</u>**, The (2) Ambulance provider will be required to have 2 EMTs or greater level trained providers with two (2) Ambulance vehicles at the Simulated Collapsed Structure Site location. The (2) Ambulance and its personnel must stage according to the on-scene Exercise Director's guidance. The Contractor must always maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility/installation is in operation. When hiring personnel, the Contractor must be aware that the stability and continuity of the work force are essential.	-Provide all support for exercise contained in Part 7 and paragraph 8.7 of this PWS -Provide transportation as required -Provide two (2) Ambulances ready for transport at training site. -EMTs or greater level trained personnel (2 per vehicle) -At least one (1) Ambulance is required to always stay at the training site -Hours of Operation 0700-1700 daily; could change depending on weather and other concerns -Location listed within main document (PWS)	100% compliance	100% inspection

Performance Objective	Standard	Performance Threshold	Method of Surveillance

PRS #4 The Contractor shall provide: ExEVAL Lumber Package and 3 Technical Rescue Subject Matter Experts. **<u>Task 4</u>,** The Contractor shall provide ExEVAL Lumber Package and 3 ProBoard or IFSAC instructor qualified SMEs to support S&E Operations.	-The Contractor shall provide the lumber to support S&E Operations as listed in paragraphs 8.3 and 8.4 of this PWS. -The Contractor shall provide a fully trained 10-ton forklift operator to deliver Lumber Package as well as set and reset operations as needed.	90% Compliance	100% Inspection
PRS #5 The Contractor Shall provide **<u>Task 5,</u>** Close out report and AAR comments at the end of the period of performance	NLT 7 days after the period of performance PDF, electronically One (1) copy -Submitted to COR	100% compliance	100% Inspection
PRS #6 The Contractor Shall provide Chemical Simulants. **<u>Task 6,</u>** The Contractor shall provide Chemical Simulants to exercise CBRN monitoring equipment.	-The Contractor shall provide Chemical Simulants -Simulants are needed for the following exposures: nerve gas (Sarin), mustard gas (Sulfur), increased volatile organic compounds (VOCs), and chlorine gas exposure.	90% Compliance	100% Inspection

Performance Objective	Standard	Performance Threshold	Method of Surveillance

PRS#7 The Contractor shall provide Subject Matter Expert Support **<u>Task 7,</u>** The Contractor shall provide qualified SME support to properly implement the incident command system, emergency response plan, and local emergency response plan. SME shall assist in preparing, writing, designing, assessing, coordinating and managing incident action plans, ICS reports and risk analysis measures.	-Provide all support for exercise contained in Part 7, Attachment 7.4 -The Contractor shall provide required support all listed in accordance with performance standards. -Attend planning meetings as required -Provide 1 Fatality and Recovery SME capable of establishing training lanes.	100% Compliance	100% Inspection

PART 7 ATTACHMENT/TECHNICAL EXHIBIT LISTING

1 TECHNICAL EXHIBIT 1

Performance Requirements Summary

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required—usually a shall statement)	**Standard**	**Performance Threshold** (This is the maximum error rate. It could possibly be "Zero deviation from standard")	**Method of Surveillance**

PRS # 1 The Contractor shall provide: **Task 1**, Program Management: The Contractor shall provide materials and services to accomplish all tasks outlined in this Performance Work Statement throughout the period of performance of the contract. The Contractor shall prepare for, conduct, and participate in meetings and reviews when required. Training shall continue during inclement weather, unless safety concerns prohibit such continuation of training.	- Schedule and conduct a Kick-off meeting within 10 days of contract award - Attend planning meetings, AAR briefing, and daily "hotwash" as required - Resolve action items assigned to the Contractor at meetings Provide reports, briefings and correspondence -Develop safety & communications plans and provide applicable equipment -Provide role player orientation and mandatory safety training prior to participation	100% compliance	100% inspection
PRS # 2 The Contractor shall provide: **Task 2**, Contractor's Management Report: The Contractor's Monthly Status Report (MSR), indicates the progress of the work, status of the program and of the assigned tasks. This report shall include information relating to accomplishments, existing or potential problem areas and proposed action to resolve the problems.	Monthly Status report (MSR) NLT 7 days into next month PDF, electronically Submitted to COR - Include with each invoice submitted for payment	100% compliance	100% inspection

PRS # 3 The Contractor shall provide: **Task 3**, Provide SCVS Reset	- Provide all support for exercise contained in Part 7, Attachment 7.4 Provide qualified and licensed forklift operator	100% compliance	100% inspection

Support: The Contract Manager will ensure the SCVS is reset prior to the start of the exercise. This may require the Contractor to perform a site visit to identify and plan for the necessary materials required for a complete SCVS reset. The Contractor shall provide heavy equipment, labor and construction material required to reset the SCVS.	Attend planning meetings as required Provide realistic props Set up to 25 training lanes Provide equipment packages specified in 4.4 - Comply with safety and environmental standards. Reset prior to commencement of next operational period		
PRS # 4 The Contractor shall provide: **Task 4**, Provide SCVS Training Support Personnel: The Contract Manager shall provide SCVS Subject Matter Experts (SMEs) to assist with SCVS venue safety and OC/T directed training during the exercise.	- Provide all support for exercise contained in Part 7, Attachment 7.4 - The Contractor shall provide required support as listed IAW the performance standards Provide qualified SCVS SMEs - Safely place casualty role players and Manikins as required - Provide continuous support up to 24 hours (shift/flexible work hours) when require	100% compliance	100% inspection
PRS # 5 The Contractor shall provide: **Task 5**, Close-out report and AAR comments: The Contractor shall submit Close- Out Report at the end of the period of performance.	NLT 7 days after Period of Performance PDF, electronically One (1) copy -Submitted to COR	100% compliance	100% inspection
PRS# 6 The Contractor shall provide: **Task 6**, The Contractor Manpower Reporting (CMR): The Contractor shall report ALL contractor labor hours required for performance of services provided under this contract via a secure data collection site.	- Report captures all labor (including subcontractors) - Report NLT _____ - Send questions to the help desk through appropriate CMR website http://www.ecmra.mil/	IAW the Deliverable Schedule in Part 7, Attachment 7.2	Evaluation of 100%

7.2 TECHNICAL EXHIBIT 2

DELIVERABLES SCHEDULE

Deliverable	Frequency	# of Copies	Medium/Format	Submit To
Kick off meeting	Within 10 days of contract award	N/A	PDF document to include minutes from kick off meeting	COR
Monthly Status Report	At end of Period of Performance	One (1) copy	Wide Area Workflow WAWF	COR
Travel Authorization Request (TAR)	NLT 7 days prior to travel	One (1) copy	PDF, Electronically	COR
Trip Report	At conclusion of each trip	One (1) copy	PDF, Electronically	COR
Close out Report & AAR Comments	7 days after Period of Performance	One (1) copy	Format approved by Government	COR
Contractor Manpower Reporting	At end of Period of Performance	One (1) copy	PDF, Electronically	COR
Quality Assurance Worksheet	As required	One (1) copy	PDF, Electronically	COR

PART 7
ATTACHMENT/TECHNICAL EXHIBIT LISTING

7.3 **TECHNICAL EXHIBIT 3**

ESTIMATED WORKLOAD DATA

ITEM	**NAME**	**ESTIMATED QUANTITY**	
1	Contract Manager	1	
2	SCVS Subject Matter Experts	3	120hrs
3	Forklift Operator	1	40hrs

7.4 TECHNICAL EXHIBIT 4
PART 7, ATTACHMENT 7.4, EXERCISE DETAILED SCVS RESET SUPPORT INFORMATION

Onsite Locations:

The Venue 1 is secure and accessible by hard-packed and concrete roads, which shall support the transport of equipment and personnel.

1) The overall training site is open and contains several existing structures to simulate collapsed buildings, debris fields and similar; in addition, there are training lanes, staging areas, equipment lay-down areas, and parking lots. 2) Onsite resources:

a) Buildings: Yes No
b) Electricity: Yes No
c) Water: Potable water onsite
d) Tables and chairs: Yes No
e) Toilets: Port-a-potties (outside buildings)

3) Earth/Soil:

a) Permafrost: There is no permafrost in this area; however, top- and sub-soil ground may be frozen to a maximum depth of 24" during peak winter weather.
b) Drainage: The surface area is improved and relatively flat with a drainage grade (2-3 degrees).
c) Vegetation: Site currently has limited grass and small plants

4) Weather: a)
Wind:
b) Rain:
c) Snow:
d) Hurricanes:

The Venue 2 is secure and accessible by hard-packed and concrete roads, which shall support the transport of equipment and personnel.

5) The overall training site is open and contains several existing structures to simulate collapsed buildings, debris fields and similar; in addition, there are training lanes, staging areas, equipment lay-down areas, and parking lots. 6) Onsite resources:

a) Buildings: Yes No
b) Electricity: Yes No
c) Water: Potable water onsite
d) Tables and chairs: Yes No
e) Toilets: Port-a-potties (outside buildings)

7) Earth/Soil:

a) Permafrost: There is no permafrost in this area; however, top- and sub-soil ground may be frozen to a maximum depth of 24" during peak winter weather
b) Drainage: The surface area is improved and relatively flat with a drainage grade (2-3 degrees).
c) Vegetation: Site currently has limited grass and small plants

8) Weather: a)
Wind:
b) Rain:

c) Snow:
d) Hurricanes

9) Environmental considerations:
a) No petroleum products can be utilized for fill/construction.
b) No subterranean excavating allowed.
c) There are no ancillary structures within the bounds of the SCVS.
d) No alteration permitted of the surrounding trees or vegetation.

10) Time. The exercise is defined as one (1) operational period per day starting Start Date and ending End Date. That operational period will have various start times within a window between SCVS Reset must be completed NLT Time starting on date. SCVS SMEs shall not be expected to be used after Time on Dates and may be released by Time on Date.

11) Following is a Matrix of Daily requirements for SCVS Support: Details shall be coordinated the night before with the controllers and controlled by the final Master Scenario Event List (MSEL).

Day/Date/Time	**Location**	**Requirement**	**Description**
Day/Date/Time	Venue	**SCVS Reset:** Reset ready prior to exercise start On site manager SCVS SMEs Equipment Package and Props Setup training lanes Provide training support Casualty role player & Manikin placement in SCVS	

Day/Date/Time	Venue	**SCVS Reset:** Reset ready prior to exercise start On site manager SCVS SMEs Equipment Package and Props Setup training lanes Provide training support Casualty role player & Manikin placement in SCVS	
Day/Date/Time	Venue	**SCVS Reset:** Reset ready prior to exercise start On site manager SCVS SMEs Equipment Package and Props Setup training lanes Provide training support Casualty role player & Manikin placement in SCVS	
Day/Date/Time	Venue	**SCVS Reset:** Reset ready prior to exercise start On site manager SCVS SMEs Equipment Package and Props Setup training lanes Provide training support Casualty role player & Manikin placement in SCVS	

7.5 TECHNICAL EXHIBIT 5
MONTHLY STATUS REPORT/AFTER ACTION REPORT

Attachment 1 (Monthly Status/After Action Report) Instructions:
The Contractor's Progress, Status, and Management Report, Monthly Status Report (MS/AAR), indicates the progress of the work, status of the program and of the assigned tasks. This report shall include cost updates and a comprehensive After-Action Report with information relating to accomplishments, existing or potential problem areas and proposed action to resolve the problems. This report is submitted monthly in WAWF along with the invoice.

Format:

Monthly Status/After Action Report
Month / Year

Contract Number:
Title:
Award Date:
Period of Performance:
Contracting Officer's Representative:
Services Provided/Accomplishments: Issues or Concerns: Recommendations:
Plans for Next Work Period:
Meeting/Travel Summaries:
Budget Profile: Total Funding:
    Invoiced:
    Balance:
Report POC: (Name / Telephone Number / email)

7.6 TECHNICAL EXHIBIT 6 TRAVEL AUTHORIZATION REQUEST (TAR)

Attachment 2 (Travel Authorization Request) Instructions:

Prior to incurring any travel expenses, contractor personnel must obtain written authorization from the Contracting Officer's Representative (COR).

Government will provide necessary travel funds to cover travel related expenses (Airfare, hotels, Per- Diem, etc.) Travel will be in accordance with the Joint Travel Regulation and limited to GSA published per-diem rates.

Send an email request (TAR) to the COR. Include the required data in the main body of the email (no attachments.)

The email subject line will use the following format: "TAR for TO XXXX DD MMM YY – Name-"

'XXXX' represents the Contract Number

DD = Day MMM= Month YY=Year for starting travel

-Name- name of traveler

E.g. TAR for TO 0001 15 Sep 10 – Smith -

One per individual only per Travel Authorization Request

Format:

Travel Authorization Request

Contract Number:

Individual:

Event:

Dates:

Location:
Purpose:
Origin:
Estimated Cost:
Published Gvt Per Diem Rates:

Names of others traveling:

7.7 TECHNICAL EXHIBIT 7 TRIP REPORT

Attachment 3 (Trip Report) Instructions:
Send an email containing the Trip Report to the COR. Include the required data in the main body of the email or as attachment.
The email subject line will use the following format: "TR for TAR TO XXXX DD MMM YY – Name-"
'XXXX' represents the Task Order Number
DD = Day MMM= Month YY=Year for starting travel
-Name- name of traveler
E.g. TR for TAR TO 0001 15 Sep 10 – Smith –

Format:

Trip Report

Contract Number: Report Date: TAR Reference: Event:
Dates: Location:
Purpose of Event: Objective(s) of Event: Observations: Recommendations: Action Items:

7.8 TECHNICAL EXHIBIT 9
QUALITY ASSURANCE WORKSHEET

QUALITY ASSURANCE WORKSHEET					
Performance Rating					
Deliverable/Service		**Quality Rating**	**Causative Factors**	**Effect on Mission**	**Action Required/ Date**
Program Management		Green	**Comments Unnecessary for "Green" QA Rating**		
		Yellow			
		Red			
Contractor Management Reporting		Green	**Comments Unnecessary for "Green" QA Rating**		
		Yellow			
		Red			
SCVS Reset Support		Green	**Comments Unnecessary for "Green" QA Rating**		
		Yellow			
		Red			
SCVS Training Support Personnel		Green	**Comments Unnecessary for "Green" QA Rating**		
		Yellow			
		Red			
Close Out Reporting & AAR Comments		Green	**Comments Unnecessary for "Green" QA Rating**		
		Yellow			

		Red			
Contractor Manpower Reporting		Green	**Comments Unnecessary for “Green” QA Rating**		
		Yellow			
		Red			