PERFORMANCE WORK STATEMENT

FOR

USAF/TPS Qualitative Evaluation
Piaggio P-180 Avanti Blanket Purchase Agreement

For

USAF Test Pilot School, Edwards AFB, CA

17 June 2026

USAF/TPS Qualitative Evaluation Piaggio P-180 Avanti Blanket Purchase Agreement

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SECTION I

1. DESCRIPTION OF SERVICES

1.1. **General Scope.** This is a non-personnel services blanket purchase agreement (BPA) to provide a Piaggio P-180 Avanti aircraft, along with a qualified flight instructor(s), for Qualitative Evaluation (QE) flights as described in the Qualitative Evaluation Board (QRB) report at the U.S Air Force Test Pilot School, Edwards CA.

The Contractor shall provide all management, personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform flight and instruction as defined in this Performance-based Work Statement (PWS). The Contractor shall perform to the standards of this BPA. This includes the planning, coordination, and surveillance of the activities necessary to ensure disciplined work performance and timely resources application to accomplish all tasking under the BPA. The Contractor shall be responsible for maintaining communication with the Contracting Officer (CO), Contracting Officer Representative (COR), and the Project Manager (PM) and to immediately notify both the CO, COR, and the PM of any problems that would prevent timely performance of this BPA. The Contractor is responsible for and required to implement, and maintain management control systems necessary to plan, organize, direct, and control all activities under this BPA.

1.2. **Background.** The USAF TPS is where the Air Force's top pilots, navigators, and engineers learn how to conduct flight tests and generate the data needed to carry out test missions. The QE program introduces students to a wide variety of aircraft exhibiting unique flying characteristics or mission systems and is used to broaden the students' range of experience with unfamiliar aircraft. The P-180 is a foreign-designed executive transport aircraft with modern avionics and control systems. Other unique/special characteristics of the P-180 include forward canards and pusher turboprop engines. The aircraft must be able to pass an USAF TPS approved Subject Matter Expert (SME) inspection. The TPS PM will coordinate and pay for the inspection. Any and all discrepancies noted in the inspection must be corrected and documented prior to execution.

1.3. Inherently Governmental Function. The Contractor shall not perform inherently governmental functions as defined in FAR Subpart 7.5 in relationship to this PWS.

1.4. Period of Performance. This BPA has a 5-year ordering period with the option to extend services by 6 months.

1.5. Place of Performance. The Contractor shall perform the services stated in this PWS primarily at Edwards Air Force Base, CA. Alternative locations include local airfields, such as Mojave Air and Space Port (Rutan Field), Mojave, CA, or General William J Fox Airfield, Lancaster, CA, may be used. During the ordering period, any need to change to an alternate location shall be coordinated with the CO, COR, and PM. A written determination, to include justification for the change, shall be conducted to determine whether the change in location would require modification of the BPA. Any costs incurred due to a change in location, without proper written determination, may result in the Contractor not being paid.

Fuel services will be provided by TPS for operations at Edwards AFB. Hangar facility may be provided upon mutual agreement between parties. Maintenance support is limited or unavailable and may be provided only upon mutual agreement between both parties.

For operations not at Edwards AFB, fuel and hangar fees may be reimbursed by TPS upon mutual agreement between parties. Maintenance support is limited or unavailable and may be provided only upon

mutual agreement between both parties.

1.6. Specific Tasks.

1.6.1. Primary Tasks.

Provide TPS students and staff with training flights in the P-180 Avanti for approximately 2 – 2.5 hours each sortie. Actual flight hours will vary depending on mission profile flown and number of students/staff aboard.

Contractor employee(s) shall instruct the students/staff in the typical operation of the vehicle and/or perform duties as a safety pilot to aid TPS staff and students in the development of the skills necessary to safely fly the aircraft within the limits as defined by the USAF TPS Qualitative Evaluation Review Board (QRB) package, which will include but not limited to upset/recovery training, aerobatics, and student examination flights. The Contractor will also supervise and instruct TPS staff and students proper ground operations of the aircraft. This document will be provided to the Contractor prior to execution. Staff/ students may carry on hand-held instrumentation systems that are approved by the TPS point of contact (POC) and coordinated with the Contractor. Special instrumentation equipment may need to be secured on the aircraft during flights. Missions will not exceed the capabilities of the aircraft.

1.6.2. Secondary Tasks.

Support of TPS Test Management Projects (TMPs)

TMPs are team-based training events that are ongoing through the second semester of the TPS curriculum. TMPs can be any real-world test, and although they often include testing developmental sensors, datalinks, weapons, or software modifications on military aircraft, they could also focus on other types of testing with civil aircraft. The Government may require the P-180 aircraft and other air systems to participate in TMPs. TPS students and staff may occupy the aircraft while it supports TMPs.

TMP missions shall not exceed the capabilities of the aircraft or limits established in TMP Test Package and QRB package.

1.6.3. Aircraft Systems.

1.6.3.1. Aircraft Communication/Navigation: Aircraft shall include a transponder with mode 3/A and mode C capability, as well as a VHF and/or UHF aviation band radio. The aircraft must have an intercom system that allows all crew to verbally communicate. Aircraft may include non-production-representative video systems to assist in recording of instruments or flight conditions. Staff/students may carry-on hand-held instrumentation systems that are approved by the TPS PM and coordinated with the Contractor. The Contractor shall have the right to refuse any carry-on equipment if it causes safety of flight concerns.

1.6.3.2. Aircraft controls and instrumentation: Aircraft must have two seats and be dual control equipped. At a minimum, each position must have access to primary flight controls and throttle, such that USAF TPS pilots may receive hands-on flying instructions. Aircraft should be equipped with engine/flight condition control/performance instrumentation. Retrofitted modern instrumentation (such as NVIS compatible glass cockpit) is acceptable. Modern displays and controls are acceptable on communications /transponder equipment, navigation equipment, or any video recording equipment, if installed. The instructor must have full access to the flight controls and throttle, and he or she must be capable of landing the aircraft from either seat he or she occupies.

Staff/students may carry onboard handheld instrumentation systems that are approved by a TPS Unit Test Safety Officer (UTSO) and coordinated with the Contractor aircrew. Special instrumentation equipment, as approved through the AFTC airworthiness process, may need to be temporarily secured to the aircraft during flights. The Contractor shall refuse any carry-on equipment if it causes safety of flight concerns.

1.6.3.3. Aircraft exterior markings and insignia: Contractor aircraft may feature historically representative exterior markings, nose and/or tail art. Any aircraft featuring such art shall be coordinated with the COR and PM prior to arrival at Edwards AFB, CA or any other USAF airfield only. Therefore, the Contractor shall identify any aircraft markings within the task order proposal submission, to include photographs of the markings. The Government may require the Contractor to adjust, cover or modify exterior markings prior to the aircraft's arrival to Edwards AFB, CA. The Government may require the Contractor to adjust, cover or modify exterior markings prior to the aircraft's arrival to Edwards, AFB. The desired means of modification, paint, decal, etc. is the Contractor's option, may be temporary in nature and shall be at the Contractor's expense. The decided means of modification shall not affect airworthiness, safety of flight or the environment.

1.6.4. Pre-Deployment. The aircraft must have an USAF TPS approved Subject Mater Expert (SME) inspection that was completed within the last 24 months. All discrepancies noted in this inspection must be fixed and documented at the time of proposal submission. The Contractor will provide USAF TPS, no later than 14 days prior to first performance, the following:

i. A copy of all briefing material used for curriculum support and likewise submit any changes in briefing materials to the PM for approval. The Contractor shall include with briefing material a list of any required audio/visual equipment.

ii. One copy (paper or electronic) of the aircraft operating manual to the PM.

1.6.5. Scheduling: Sorties will be scheduled on all approved TPS fly days until the desired number of sorties are completed. There are typically 2 to 4 execution windows per calendar year for both senior and junior classes but not limited to it.

i. Event scheduling. The PM will give the Contractor at least 10 workdays of notice prior to a scheduled TPS event (sortie or academic session) requiring the Contractor's services. Until the end of the fifth workday (nominally, 1700 PST) prior to a scheduled workday that Contractor services may be required, either party may renegotiate that day without fault. Any changes to the schedule (to include additions, deletions, or changes to events requiring Contractor services) less than five workdays into the future require the agreement of both parties. If a requested change within that timeframe cannot be agreed upon by both parties, then the party responsible for initiating the change will be considered at fault. If the Government is at fault, the Contractor will be credited for one pilot day for any cancelled day that the Contractor was otherwise scheduled to accommodate. If the Contractor is at fault, no reimbursement will be provided.

ii. Daily scheduling and flight approval. The take-off times will be scheduled the week prior (nominally) to execution by the USAF TPS scheduling office. The names of the TPS students and staff will be identified by the scheduling office not later than (NLT) close of business (COB) the day prior to execution. Prior to the COB the day prior, the next day's flights will be authorized by individuals identified by the USAF TPS Director of Operations.

1.6.6. Classroom Lecture. Contractor employees will provide a one-hour classroom lecture to all of the students that will cover the following information:

i. Aircraft familiarization to include a discussion of the basic systems of the aircraft (engines, electronics, hydraulics. flight controls, fuels, oxygen systems) and avionics

ii. Basic fundamentals of aircraft flight and flight controls.

iii. Aircraft emergency procedures to include egress of the aircraft from their position, fire extinguishers, and any other aircraft procedures.

iv. Sufficient discussion of the proper operation of any seat restraints and associated egress procedures.

v. Basic discussion of the flight profile and any test maneuvers as listed by the QRB.

1.6.7. Preflight Briefs. Contractor employees will provide a preflight brief the day of the flight that will include the specifics for that day's flight. This brief may include all the students for that day's schedule. This brief will cover the following:

i. Weather, Notices of Airman (NOTAMs) Call sign, Ops Number, Airfield status, and Bird Condition (this may be delegated to the student or staff member).

ii. Take-off and landing data (if applicable). All relevant checklists to include:

- Starting procedures.
- Taxi procedures.
- Take-off procedures.
- Departure procedures.
- Recovery procedures.
- Landing procedures.

iii. Planned profile and maneuvers to be flown. Review of egress procedures. Review of crew coordination during the most common emergency procedures.

iv. Planned profile and maneuvers to be flown.

v. Review of egress procedures.

vi. Review of crew coordination during the most common emergency procedures.

1.6.8. In-flight Instruction. Contractor employees shall provide a familiarization and safety briefing to TPS staff and students prior to flight. The purpose of the pre-flight brief is to familiarize students/staff with flying/safety controls and emergency procedures. During staff training flights, Contractor instructor pilot shall occupy a pilot station while students/staff occupy another pilot station. Sortie completion determination will be the responsibility of the TPS government representative.

1.6.9. Post-flight Debrief. Upon sortie completion, if requested, Contractor employees shall provide a post-flight debrief. The purpose of this debrief is to review test objectives and answer student/staff questions. Typical post- flight debriefs should be approximately 15-60 minutes depending on complexity of mission.

1.6.10. In-Flight Emergencies. Any in-flight emergency shall be immediately reported to the controlling agency. After the flight, the Contractor instructor pilot (IP) shall fill out an unusual occurrence log and submit it to the TPS/DO and the COR or PM. Notification shall also be sent to the CO concerning any in-flight emergencies.

1.6.11. Mishap Responsibilities. Operations in this PWS shall be conducted under Civil Aircraft Operations (CAO) per AFPD 62-6, and AFTCI 62-602 and a Public Use Memo will be issued. While acting under CAO, accident investigations shall be performed IAW AFI 51-307, Aerospace Accident Investigations. Safety investigations shall be conducted IAW procedures outlined in DAFI 91-204, Safety Investigations and Reports, for those mishaps described therein. Any resulting safety report shall be provided to the Contractor through the Freedom of Information Act (FOIA). The Contractor shall provide technical support for any investigations related to the BPA/Call.

1.6.12. Disclosure. The Contractor shall report to the COR and PM any mishaps or FAA investigations incurred within three (3) years of the scheduled deployment dates. Pilots found either partially or completely at fault in any aircraft or ground mishap may be considered unsafe and therefore disqualified to perform in any capacity of this BPA/Call.

1.7. Historical Data. N/A.

1.8. Minimum Qualifications. The PM may complete evaluations of the following prior to award.

The Pilot(s). The Pilot(s) shall possess at a minimum the following qualifications:

- FAA Commercial Pilot Certificate.
- Type rating, Letter of Authorization or proper logbook endorsement as required by 14 CFR, Part 61 or 91.
- Current and qualified in aircraft type as required by 14 CFR, Part 61.57.
- Minimum 1,500 Flight hours, including 250 hours in type.
- Instructor pilot must be a FAA Certified Flight Instructor with at least 500 total instructor hours; including minimum 50 hours instructing in type.
- Experience instructing at the USAF TPS within the past 5 years. If the pilot does not have experience instructing at the USAF TPS within the past 5 years, a USAF TPS staff member will fly an evaluation flight with the instructor pilot prior to flying with students. This evaluation will be graded in accordance with (IAW) the AFTC Technical Evaluation Checklist. This flight can be accomplished at the most convenient location for the Contractor. The USAF TPS commandant will approve the individuals qualified to conduct this evaluation flight. A copy of the AFTC Technical Evaluation Checklist can be furnished upon request from TPS/QE.
- If the Contractor would like to add an additional instructor pilot, he or she must provide the documents outlined above to the PM. The PM will make the determination and may require an evaluation flight prior to approving the additional instructor pilot.

- Certain qualifications may be waived or reduced in writing by USAF TPS Aerospace Evaluations, if deemed necessary. Such waivers will be documented in the appropriate QRB for the specific aircraft or flight activity.

The Aircraft: Aircraft safety equipment certifications shall be current and are subject to inspection by Government personnel. Safety features of the aircraft that are inoperable (such as bailout exits) shall be clearly placarded. Egress system components will be inspected and must not exceed the service life as determined by an FAA approved maintenance plan. The TPS Commandant is the final authority on acceptability of all aircraft operations. The Contractor shall provide at least one (1) aircraft. Additional aircraft, if provided as primaries or spares, shall meet all the same requirements as the primary aircraft.

The aircraft should possess a Standard Airworthiness Certificate or:

o Special aircraft worthiness certificates with FAA-approved program letter or LODA (highly desired).

o If not in current possession of a FAA-approved program letter or LODA, award may be predicated on Contractor's ability to secure one from the FAA prior to flight or pre-determined date

The Contractor shall maintain airworthiness of the aircraft in accordance with (IAW) the requirements of 14 CFR, Part 91. The Contractor shall provide a copy of the current FAA airworthiness certificate(s) to the COR and PM and may include any FAA-issued program letters. Any changes that affect the certification, operations, ownership, and airworthiness of the aircraft(s) shall be reported to the COR and PM prior to coordinating and scheduling of any event with TPS.

The Contractor is liable for any damage or loss of the aircraft. The Contractor shall make aircraft and maintenance records available for a no-notice inspection throughout contract performance upon request by COR, and/or PM. While/If at Edwards Air Force Base (EAFB), Contractor employees shall operate IAW with FAA Regulations, the Aircraft Approved Inspection Program (AAIP), approved ground operating procedures, PAO Compliance Letter or CAO Verification Letter (as appropriate), and Occupational Safety and Health Administration (OSHA) standards. If it is determined by the Government that maintenance practices are not in compliance, or deemed unsafe in any way, the aircraft shall be grounded, and the Contractor shall be considered at fault for nonperformance. Upon agreement and coordination with the COR and PM, the TPS Logistics Manager(s) can provide limited ground support functions at Edwards AFB, CA and other agreed upon operating locations.

The TPS Aviation Maintenance Manager(s) (AMM) will inspect Contractor maintenance and operation practices and shall report any violations to the COR, and/or PM. AMM can provide maintenance support to Contractor employees during the performance period. This is not considered a conflict of interest. AMM shall be authorized to perform aircraft tows, aircraft refuels, launch and recovery operations without the Contractor maintenance personnel present if requested by the Contractor and approved by the COR and/or PM. This will only apply if the AMM is trained to perform the tasks.

The Contractor shall mail current copies of the following documentation to 220 S. Wolfe Ave, Edwards AFB, CA 93524, Attn: Qual-Eval Superintendent, at least four weeks prior to arrival at EAFB, but no earlier than award for their 412 OSS Prior Permission Request (PPR) number.

- DD Form 2400, Civil Aircraft Certificate of Insurance, three originals signed in blue ink.
- DD Form 2401, Civil Aircraft Landing Permit, three originals signed in blue ink. Print the front side of the form only; Edwards Airfield Management will print the reverse.
- DD Form 2402, Civil Aircraft Hold Harmless Agreement, three originals signed in blue ink.

The Contractor shall make aircraft available for a no-notice inspection throughout the period of

performance.

The Contractor shall supply their own means of fuel for aircraft transit to EAFB or designated first operating location.

1.9. **Aircraft Data Package:** Data to include the following:

- Weight and balance
- Maintenance logs
- FAA Airworthiness certificate.
- Operating limitations (if applicable)
- Aircraft Registration
- Type Certificate Data Sheet (if applicable)
- FAA Form 8110-3s or 337s Design Change Certifications (if applicable)

1.10. **Deliverables.** See Appendix 3.

1.11 **Service Contractor Reporting of Information (SCR).** N/A.

1.12 **Data.** The government has unlimited rights to all deliverables of this BPA/Call.

1.13 **Inspection**. Deliverables will be inspected by the government within 7 days workdays of receipt. Progress meetings may be held as required. Contractor's adherence to all applicable regulations, publications, directives, instructions, and manuals is required to obtain and maintain a required Air Force issued military flight release (MFR) mandatory for operations under this PWS.

SECTION II

2. Service Summary (SS)

2.1. General. The Contractor service requirements are summarized into performance objectives (Service Summary Table) 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 but do not represent all performance requirements. All performance requirements in this PWS will be monitored.

2.2. Performance Evaluation. Performance of a service shall be evaluated to determine whether or not it meets the performance requirements. Re-performance of unacceptable services at no additional cost is the preferred course of action when appropriate. In the case of issued Corrective Action Reports (CARs), the Contracting Officer shall take appropriate measures according to inspection of services clause in the contract, i.e., FAR 52.246-4, 52.246-5, or 52.212-4(a). Corrective Action Reports may categorize nonconformance as minor, major or critical IAW the following FAR 46.101 definitions.

"Minor nonconformance" means a nonconformance that is not likely to materially reduce the usability of the supplies or services for their intended purpose or is a departure from established standards having little bearing on the effective use or operation of the supplies or services.

"Major nonconformance" means a nonconformance, other than critical, that is likely to result in failure of the supplies or services, or to materially reduce the usability of the supplies or services for their intended purpose.

"Critical nonconformance" means a nonconformance that is likely to result in hazardous or unsafe conditions for individuals using, maintaining, or depending upon the supplies or services; or is likely to prevent performance of a vital agency mission.

Service Summary Table				
Flight Instruction				
Item #	Performance Objective	PWS Section	Performance Threshold	Rating Criteria *Based on Findings per Base or Option Year Period of Performance before Re-performance, unless otherwise noted*
1	In-flight instruction on STUDENT missions.	1.6	Of all student missions flown, no more than two (2) missions reported as "non-effective" due to instructor performance.	**Exceptional:** Of all student missions flown, zero (0) reported as "non-effective" due to instructor performance. **Very Good:** Of all student missions flown, no more than one (1) mission reported as "non- effective" due to instructor performance. **Satisfactory:** Of all student missions flown, no more than two (2) missions reported as "non- effective" due to instructor performance. **Marginal:** Of all student missions flown, nomorethan three (3) missions reported as "non-effective" due to instructor performance. **Unsatisfactory:** Of all student missions flown, four (4) or more missions reported as "non-effective" due to instructor performance.

2	In-flight instruction	1.6	Of all staff missions flown, zero (0) missions reported	**Satisfactory:** Of all staff missions flown, zero (0) reported as "non-effective" due to instructor
	on STAFF missions.		as “non-effective” due to instructor performance.	performance. **Unsatisfactory:** Of all staff missions flown, one (1) or more missions reported as "non-effective" due to instructor performance.
3	In-class instruction (ground school, pre-flight brief, post-flight brief)	1.6	Of all in-class instructions, no more than two (2) events reported as "non-effective" due to instructor performance.	**Exceptional:** Of all in-class instructions, zero (0) reported as "non-effective" due to instructor performance. **Very Good:** Of all in-class instructions, no more than one (1) mission reported as "non- effective" due to instructor performance. **Satisfactory:** Of all in-class instructions, no more than two (2) missions reported as "non- effective" due to instructor performance. **Marginal:** Of all in-class instructions, nomorethan three (3) missions reported as "non-effective" due to instructor performance. **Unsatisfactory:** Of all in-class instructions, four (4) or more missions reported as "non-effective" due to instructor performance.

Aircraft and Crew Availability				
Item #	Performance Objective	PWS Section	Performance Threshold	Rating Criteria
4	Mission-ready aircraft.	1.6 1.8 1.9	Aircraft available and effective for 100% of scheduled student missions.	**Exceptional:** Aircraft available and effective for 100% of scheduled student and staff missions. **Very Good:** Aircraft available and effective for 100% of scheduled student missions, 50% of scheduled staff missions. **Satisfactory:** Aircraft available and effective for 100% of scheduled student missions **Marginal:** Aircraft unavailable or mission non-effective for scheduled student missions up to 10% or up to two (2) missions. (whichever is less) **Unsatisfactory:** Aircraft unavailable or mission non-effective due to maintenance for more than 10% or more than two (2) missions. (whichever is less)
5	Mission-ready aircrew. (pilot and ground crew)	1.6 1.8	Aircrew and ground crew available for 100% of scheduled student missions	**Exceptional:** Aircrew and ground crew available for 100% of scheduled student and staff missions. **Very Good:** Aircrew and ground crew available for 100% of scheduled student missions, 50% of scheduled staff missions. **Satisfactory:** Aircrew and ground crew available for 100% of scheduled student missions. **Marginal:** Aircrew and/or ground crew unavailable for scheduled student missions up to 10% or up to two (2) missions. (whichever is less) **Unsatisfactory:** Aircrew and/or ground crew unavailable for scheduled student missions for more than 10% or more than two (2) missions (whichever is less).
6	Qualified instructor pilot(s)	1.6 1.8	Contractor provides qualified instructor pilot(s) for all scheduled missions/sorties.	**Satisfactory:** Contractor provides qualified instructor pilot(s) for all scheduled missions/sorties **Unsatisfactory:** Contractor unable to provide qualified instructor pilot(s) for all scheduled missions/sorties.
Regulatory				

Item#	Performance Objective	PWS Section	Performance Threshold	Rating Criteria
7	Federal, DoD, USAF, and TW regulations, policies, and instructions.	1.6 1.8 1.9	Contractor shall adhere to all relevant Federal, DoD, USAF, and TW regulations, policies, and instructions.	**Satisfactory:** Contractor adheres to all mandatory relevant Federal, DoD, USAF, and TW regulations, policies, and instructions **Unsatisfactory:** Contractor fails to meet all mandatory Federal, DoD, USAF, and TW regulations, policies, and instructions.

Management				
Item#	Performance Objective	PWS Section	Performance Threshold	Rating Criteria
8	Maintain workforce and key personnel.	1.6 1.8	Contractor has no more than two (2) validated customer complaints per Base or Option Year Period of Performance.	**Satisfactory:** Contractor has no more than two (2) validated customer complaints per year of performance. **Unsatisfactory:** Contractor has more than two (2) validated customer complaints per year of performance.

2.3. **Government Quality Assurance**. The government shall inspect and evaluate the Contractors' performance to ensure services are received in accordance with requirements set forth in this BPA/Call. The COR will use the Contractor's work schedule, or modified version thereof, to record validation results. Results of the validation then becomes the official Air Force record of the Contractor's performance. Government surveillance of tasks not listed in the PWS or by methods other than those listed in the PWS (such as provided for by the Inspection of Services clause) may occur during the performance period. Such surveillance will be done according to standard inspection procedures or other provisions. Any action taken by the CO as a result of surveillance will be according to the terms of this BPA/Call.

2.3.1. The government will periodically evaluate the Contractor's performance in accordance with the Quality Assurance Surveillance Plan (QASP). The government may inspect each task as completed and increase the number of quality assurance inspections if deemed appropriate because of repeated failures discovered during surveillance inspections or because of repeated customer complaints. Likewise, the government may decrease the number of quality assurance inspections if performance dictates.

2.3.2. When an observation indicates defective Contractor performance, the COR will require the Contractor's Contract Manager or representative at the site to initial the observation. The formal process is, when a performance threshold has not been met or Contractor performance has not been accomplished, the COR will initiate and provide the CO a Corrective Action Report (CAR) for issuance to the contactor. The Contractor shall respond to the CAR IAW instructions provided and in the CAR. While the formal process of this paragraph to address unacceptable Contractor performance is always available, the Government reserves the right to initiate a less formal process involving the Contractor, the COR and the CO meeting together at no additional cost to the Government regarding unacceptable Contractor performance.

2.4. **Performance Assessment**.

2.4.1. **Periodic Surveillance.** This method requires the COR to employ a "spot check" style of evaluation based on the Contractor's services. Periodic surveillance will be conducted on a scheduled basis (daily, weekly, monthly, quarterly, semi-annual or annually) and may be adjusted, based on quality trends.

2.4.2. Customer Complaints. The COR will receive and investigate all complaints. The COR will be responsible for validating customer complaints. The CO shall make final determination of the validity of customer complaint(s) in cases of disagreement with the COR and the Contractor. Validated customer complaints shall be reperformed, if possible, within 3 business days of notification at no additional cost to the Government IAW the inspection clause of the BPA/Call and the direction of the Contracting Officer.

2.4.3. Review of Audits. COR reviews the results of the Contractor's accepted quality management system audits and related quality metrics.

2.4.4. 100 Percent Inspection. This method requires the COR to do 100 percent inspection on all task performed. Appropriate for tasks that occur infrequently. Usually only deals with Safety and/or Security, unless mandated by an Air Force Instruction (AFI) or industry standard.

2.5. Quarterly Progress Meetings. The CO, Government's Program Manager (PM), Services Acquisition Lead (SAL), COR, other government personnel as appropriate, and the Contractor shall meet quarterly (or as necessary) to discuss the Contractor's performance.

The following issues, at a minimum, shall be discussed:

- Opportunities to improve the BPA/Call
- Any modifications required of the BPA/Call
- Unsatisfactory inspections
- Valid customer complaints against each performance objective observed
- Steps taken by the Contractor to prevent occurrences in the future

The Contractor shall provide a summation of unsatisfactory inspections and customer complaints and provide insight into any identified trends.

The minutes of these meetings will be reduced to writing, signed by the CO and any other signatures as deemed appropriate, distributed to the functional area and the Contractor. Should the Contractor not concur with the minutes, the Contractor will provide a written notification within 5 working days to the CO identifying areas of non-concurrence for resolution.

2.6. Contracting Officer Representative (COR). CORs are representatives of the CO and will participate in the administration of this BPA/Call. After award, the Contractor will be provided a letter identifying the COR and setting forth their duties and authorities. The COR is not authorized to change any of the terms and conditions of the BPA/Call.

2.6.1. Acquisition Team Meetings. The Contractor's Contact Manager (CM) with the CO, Contract Administrator (CA), COR, and other government personnel constitute an acquisition team [See FAR 1.102 (c)] and shall meet on a regular basis. The Acquisition Team will establish how often meetings are needed based on complexity. As a subset of the Acquisition Team, Government members of the Acquisition Team are often referred to as the Multi-Functional Team (MFT) and may meet as determined by the MFT. The Contractor may request a meeting with the CO when the Contractor believes such a meeting is necessary. If the CO or CA deems necessary, written minutes of any such meetings shall be recorded by the CA in the contract file and signed by the PM and the CO or CA. If the Contractor does not concur with any portion of the minutes, such nonoccurrence shall be provided in writing to the CO within 10 calendar days following receipt of the minutes.

2.7. Contractor's Performance. The government assesses a Contractor's performance on an on-going basis, both positive and negative, and provides a record on a given contract during a specified period of time.

2.7.1. Past Performance Information (PPI). PPI can be provided to other government agencies, as requested.

2.7.2. Contractor Performance Assessment Report (CPARS). Depending on the estimated value of the contract, formal assessment and reporting of Contractor performance is required and is documented using the CPARS system. An assessment usually provided on an annual basis is sent to the Contractor's representative for their comment. The Contractor will have up to 60 days to review and comment on the assessment.

SECTION III

3. GOVERNMENT FURNISHED PROPERTY AND SERVICES

3.1. Government Furnished Services (Base Support). While operating at/from a government facility (Edwards ABF), the government will provide:

Custodial Service. The Government shall provide custodial services for restroom facilities in base facilities IAW the current base custodial contract. All inquiries regarding scheduling and level of custodial services will be directed to the PM and/or CO.

Emergency Medical Services. Edwards AFB will provide emergency medical services for Contractor personnel in performance of services under this contract base IAW AFI 41-115, Chapter 1. The Contractor shall reimburse the Government for treatment provided at the current reimbursement rate for non-authorized user IAW Air Force Handbook 41-114, para 42. Contractor employees shall provide to the 412th Medical Group, the name of a physician and/or hospital to which injured personnel can be transferred for further treatment and care after receiving initial emergency treatment on base. All mishaps will be promptly reported to the base safety office through the COR.

Postal/Installation Distribution. The Base Information Transfer System is available for official government mail, messages and information pickup distribution point at USAF TPS.

Refuse Collection. The Government will provide refuse collection services. Contractor employees shall take refuse to the nearest dumpster on a regular basis. Contractor employees shall comply with all installation recycling programs, refuse volume reduction programs and hazardous waste collection policies IAW base policies.

Security Police and Fire Protection. Emergency Phone number for Security Forces Squadron and Fire Protection from a landline is 911. Command post number is 661-277-3040.

Telephone and Internet Service. The Government will provide local and DSN telephone services FOR OFFICIAL USE ONLY at no cost to the Contractor. Commercial long-distance calls shall be made at the Contractor's expense. The USAF TPS Wi-Fi will be provided to the Contractor.

Utilities. The Government will provide all electricity, water, and sewage at no additional cost to the Contractor. The Contractor shall instruct employees in utilities conservation practices. Contractor employees shall be responsible for operating under conditions that preclude the waste of utilities, which include turning off the water faucets or valves after using the required amount to accomplish requirements under this PWS.

Crash/Recovery: In the event of an aircraft-related incident at Edwards AFB, immediate emergencies service will be provided. A Contractor-provided *Mishap Response Checklist* will be executed as required. If specialized support equipment is needed for recovery, such as heavy lift cranes and flatbed trucks, may be provided by the Government, if available. However, the Contractor will have the overall responsibility of providing, at no cost to the Government, specialized support equipment for aircraft recovery.

Hangar Space: Aircraft storage areas/hangars, including ramp space, may be provided upon request. Alternate solutions must be provided by the Contractor if hangar space/ramp is not available at Edwards AFB during the performance of this BPA/Call.

Technical Support: The Government will provide technical support, such as telemetry frequencies and Aircraft Ground Equipment (AGE), as mutually agreed upon by the CO, COR, PM, and Contractor.

Petroleum, Oil, Lubricants (POL): POL and other consumables may be provided by the Government, as mutually agreed upon by the CO, COR, PM, and Contractor, during the performance of this contract.

Aircraft Fuel. The Government will provide all fuel needed during the performance of this contract at no cost to the Contractor, except for fuel required for the ferry flight to EAFB. Additionally, the Government will provide a full load of fuel upon performance completion at EAFB.

Towing Aircraft. At times, the Government may be required to conduct appropriate towing procedures pertaining to the type of aircraft the Contractor provides. The Contractor shall provide a tow bar as well as any training requirements/equipment for the movement of the aircraft.

Employee Training. Government furnished training can be provided for the following: flightline driving and towing operations.

Ground Maintenance. The government shall provide grounds maintenance unless otherwise noted in the PWS.

Insect and Rodent Control**.** The government will provide insect and rodent control services. Services will be furnished upon request to the facility manager.

3.2 Government Facilities. The government will provide classrooms for flight briefings and instruction. See Appendix 4. Temporary storage of Contractor-owned aircraft support equipment may be provided with pre-coordination with the COR/PM and on a space available basis.

3.3 Government Furnished Property (GFP). The government will provide computer access for Center Ops On-Line (COOL) login and public internet access. Handheld data collection devices may be provided depending on mission requirements.

3.4 Contractor Furnished Property and Services. Except for those items or services specifically stated to be government-furnished in Section III and any appendixes, the Contractor shall furnish everything required to perform this contract in accordance with all terms, to include classrooms for briefings and supporting audio/visual equipment if requested by the Government. The following mentioned requirements are not all inclusive of the Contractor furnished items and services required in the performance of this contract.

SECTION IV

4. GENERAL INFORMATION

4.1. Hours of Operation. The Contractor shall perform the services required under this BPA/Call during the following hours: 0600 – 2000 hrs Monday thru Friday except Federal holidays or when the government facility is closed due to local or national emergencies, administrative closings, or similar government directed facility closings. For other than firm fixed price contracts, the Contractor will not be reimbursed when the government facility is closed for the above reasons. On rare occasions, Contractor will be required to work on weekends and Federal holidays. The government will notify the Contractor within 24 hours of such occurrence.

4.1.1. Recognized Federal Holidays.

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Juneteenth National Independence Day	Christmas Day
Independence Day	

*If the holiday falls on a Saturday, it will be observed on the preceding Friday. If the holiday falls on Sunday, it will be observed on the following Monday.

4.2. Contract Personnel.

4.2.1. Contract Manager (CM). The Contractor shall provide a contract manager and alternate(s) who are knowledgeable of contracted tasks. The Contractor shall submit the name, address, telephone number and a resume of the CM to the CO within 2 days of start date. The list shall be kept current throughout the life of the contract. The CM or alternate(s) shall have full authority to act for the Contractor on all matters relating to daily operation of this award. The CM or alternate(s) shall be available within reasonable amount of time to meet on the installation with government personnel designated by the CO to discuss problem areas. The CM and alternate(s) shall be able to read, write, and speak English. The CM shall be able to effectively communicate with Contractor employees.

4.2.2. Personnel Roster. The Contractor may be required to provide a personnel roster consisting of names and other pertinent personnel data to the requiring activity for the purposes of 100% accountability real-world and exercise situations. The personnel roster shall be updated as individuals are removed and added.

4.2.3. Contractor Employees.
Certifications. Contractor employees shall have current and valid professional certifications and licenses required to perform the work in this PWS, prior to award. All certification and licensing requirements by Federal, State, and local agencies shall be complied with at the Contractor's expense.

Contractor Qualifications. The Contractor shall utilize employees possessing adequate training, skills, and knowledge to perform the requirements of this contract.

Employee Training. The Contractor shall give all training required to meet requirements of the PWS unless otherwise specified within the PWS or as otherwise approved by the CO. The Contractor shall maintain training and experience records for each employee during the period of this contract that reflect sufficient

personnel are qualified to accomplish all tasks required by this contract. Provide status of employee training upon the government's request.

English Language. Employees who deal directly with customers will be required to communicate clearly and concisely with the customers in English. This requirement is strictly for the purpose of efficiently performing the contract tasks.

4.2.4. Use of Government Employees. The Contractor shall not employ any person who is an employee of the U.S. Government if employing that person would create a conflict of interest. In addition, the Contractor shall not employ any person who is an employee of the Department of the Defense if such employment would be contrary to the policies contained in AFI 64-106, Chapter 1, *Industrial Labor Relations Activities*.

4.2.5. Employment of Spouses/Dependents. The Contractor shall not employ any person who is a spouse or dependent child of a Department of Defense employee (either military or civilian) when such employee would be placed in a conflict of interest or appearance of a conflict of interest by virtue of such employment.

4.2.6. Off-duty Military Personnel. The Contractor is cautioned that off-duty active military personnel hired under this contract may be subject to permanent change of station, change in duty hours, or deployment. Military Reservists and National Guard members may be subject to reorder to active duty. The abrupt absence of these personnel could adversely affect the Contractor's ability to perform. However, their absence at any time shall not constitute an excuse for nonperformance under this contract.

4.2.7. 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.

Organizational Conflict of Interest (OCI). Contractor and subcontractor personnel performing work under this contract 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 OCI as defined in FAR Part 9.5. Any potential instance of OCI must be reported to the CO immediately.

Personal Conflict of Interest (PCI). The term "PCI" means that a Contractor employee assigned to the contract has interests which (i) may diminish his/her capacity to give impartial, technically sound, objective assistance and advice in performing this contract, (ii) may otherwise result in a biased work product under this contract, or (iii) may result in an unfair competitive advantage. Any potential instance of PCI must be reported to the CO immediately.

Privately Owned Vehicles. Each Contractor employee driving a privately owned vehicle on the installation must carry minimum liability insurance as required by the state. Contractor employees shall adhere to all posted speed limits and shall not use hand-held cellular telephones while driving on the installation for phone calls or texting. Use of seatbelts is mandatory. Any Contractor employee cited for driving under the influence will have their driving privileges immediately revoked for a period to be determined.

4.3. Continuation of Essential DoD Contractor Services During Crisis. In accordance with DoDI 1100.22 "Policy and Procedures for Determining Workforce Mix", DFARS 237.76, and the Air Force

implementation thereof, unless otherwise directed by the CO or COR, it is determined that the services as identified in this PWS **ARE NOT** essential for performance during a crisis.

4.4. Conservation of Utilities. The Contractor shall instruct employees in utilities conservation practices. The Contractor shall be responsible for operating under conditions that preclude the waste of utilities.

4.5. Environmental Protection. The Contractor shall comply with all applicable Federal, state, and local laws, regulations and standards, including Air Force and installation policies, directives and instructions, that are or may become applicable to the Contractor's activities in performance of this contract.

The Contractor shall comply with the most current Environmental Minimization Measures Checklist pertaining to this PWS (see attachment). During the course of the work, the Contractor shall have a quality control and oversight procedure to ensure the requirements of the environmental checklist are met and documented.

4.6. MISCELLANEOUS PARAGRAPHS.

4.6.1. Freedom of Information Act (FOIA). All official government records affected by this contract are subject to the provisions of the FOIA (5 U.S.C. 552/DoDM 5400.07_AFMAN33-302). Any request received by the Contractor for access/release of information from these records to the public (including government/Contractor employees acting as private citizens), whether oral or in writing, shall be immediately brought to the attention of the CO for forwarding to the Base FOIA Manager to ensure proper processing and compliance with the Act.

4.6.2. Controlled Unclassified Information (CUI).
(1) The Contractor shall comply with DoD Instruction 5200.48_Department of the Air Force Instruction 16-1403 Controlled Unclassified Information (CUI), and the CUI requirements in this contract. The CUI regulation cited in this paragraph sets policy, assigns responsibilities, and prescribes procedures for CUI in the identification, creation, sharing, marking, safeguarding, storage, dissemination, decontrol, disposition, destruction, and records management of CUI documents and materials and establishes training required.

(2) Any Contractor employee CUI training required under DoDI 5200.48 _Department of the Air Force Instruction 16-1403 Controlled Unclassified Information including initial and annual CUI training shall be accomplished following coordination with the COR/cognizant local CUI authority.

4.6.3. Notification of Debarment/Suspension Status. The Contractor shall provide immediate notice to the CO in the event of being suspended, debarred or declared ineligible by any other federal department or agency, or upon receipt of a notice of proposed debarment from another DoD Agency, during the performance of this contract.

4.6.4. Correspondence. The government singularly identifies each project with a contract number at time of award. The contract number is a unique identifier to purposely and permanently represent an awarded project. The government issued contract number is to be referenced on all official communication starting upon notice of award.

4.6.5. Post Award Conference. The Contractor agrees to attend any post award conference convened by the CO IAW FAR Part 42.5. These meetings shall be at no additional cost to the government.

4.6.6. Privacy Act. Work on this contract may require that personnel have access to information protected by the Privacy Act. Contractor personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations when handling such information.

4.6.7. Records. All records created and received by the Contractor in the performance of this contract shall be maintained and readily accessible. Records shall remain the property of the government.

4.6.8. Insurance. The Contractor shall obtain the necessary insurance as required by FAR part 28.3. The minimum amounts of insurance will be maintained IAW FAR 28.307-2.

4.6.9. Subcontracting. The Contractor shall ensure that any subcontractor providing services on behalf of the Contractor has been approved by the CO prior to any such performance. The subcontractor shall not have a negative performance history or be suspended or otherwise prohibited from doing business with the government.

4.6.10. Data Rights. The government has unlimited rights to all documents/material produced under this contract. All documents and materials, to include the source codes of any software, produced under this contract shall be government owned and are the property of the government with all rights and privileges of ownership/copyright belonging exclusively to the government. These documents and materials may not be used or sold by the Contractor without written permission from the CO. All materials supplied to the government shall be the sole property of the government and may not be used for any other purpose. This right does not abrogate any other government rights.

4.6.11. Fire Prevention. The Contractor shall take all necessary precautions to prevent fires in the units and Contractor-furnished and government-furnished facilities while performing any work under this contract. In the event fires do occur, the Contractor shall immediately notify the Base Fire Department at 911. The Contractor shall then notify the requiring activity and the CO. The Contractor shall brief and document its employees monthly in fire safety issues and procedures in reporting fires.

4.6.12. Flightline Driving. Employees who are required to drive vehicles on the flight line, cross the runway and shall have a Certificate of Competency, AF Form 483, a valid civilian and military driver's license, IAW AFMAN 24-306, page 25-1.

4.6.13. Hazardous Materials.

(1) Prior to use, the Contractor shall provide the Base Hazardous Material Pharmacy, through the CO, a list of all hazardous materials the Contractor brings onto government property and shall submit and AF Form 3952 along with a Material Safety Data Sheet (MSDS) for each Hazardous Chemical listed in OSHA Hazard Communication Standard 29 CFR 1910.1200. The purpose of the inventory is to provide information for Emergency Planning and Community Right-to-Know Act (EPCRA) reporting.

(2) Any products that meet the criteria of "Hazardous Waste" must be bar coded and tracked until permanently removed from government property. Criteria for identifying hazardous waste are contained in Subpart C of 40 CFR Part 261. NOTE: Products containing chlorofluorocarbons (CFC's) or ozone depleting substances shall not be allowed or approved for use.

(3) The Contractor shall ensure that all Contractor employees complete the local Air Force Hazardous Communication, HAZMart, and hazardous waste training. The Contractor shall appoint a primary and alternate HAZMART and Hazardous Waste monitor. Monitors are responsible for training all Contractor personnel regarding hazardous material containers maintained on base and complete MSDSs immediately upon receipt of new chemicals, products, or materials.

4.6.14. Inclement Weather. If the base closes due to inclement weather, the Contractor will be released, by the installation commander, with the general population of the base at no decrement to contract price. The

Contractor will follow the local procedures for reporting in inclement weather as advertised on local television and radio stations.

4.6.15. Section 508 Compliance. The Contractor shall support the government in its compliance with Section 508 throughout the development and implementation of the work to be performed. Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d) requires that when federal agencies develop, procure, maintain, or use electronic information technology, federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees who do not have disabilities, unless an undue burden would be imposed on the agency. Section 508 also requires that individuals with disabilities, who are members of the public seeking information or services from a Federal agency, have access to and use of information and data that is comparable to that provided to the public who are not individuals with disabilities, unless an undue burden would be imposed on the agency.

4.7. Security

4.7.1. General:

4.7.1.1. The Contractor shall comply with all base security regulations and with actions dictated by Force Protection Condition (FPCON) changes/measures and/or Health Protection Condition (HPCON) changes/measures. For real-world situations/exercises, changes to force/health protection conditions could impact Contractor performance of work and can include denial of access to the installation to perform work.

4.7.1.2. The Contractor and its employees shall comply with all base traffic regulations.

4.7.1.3. Contractor employees are prohibited from possessing weapons, firearms or ammunition, on themselves or within Contractor-owned or privately owned vehicle while on Edwards Air Force Base.

4.7.1.4. The Contractor shall report suspicious activity (refer to Edwards AFB Contractor Antiterrorism Awareness Pamphlet in APPENDIX 5) to Security Forces at 661-277-3340 in a timely manner.

4.7.2. Required Training

4.7.2.1. Contractor shall maintain and make available to the COR, within 30 days after award, records of Antiterrorism Awareness Level I Training of Contractor employees and subcontractor employees who require routine physical access to the installation, both initially and annually thereafter. Level I - Antiterrorism Awareness Training may be taken at https://jkodirect.jten.mil/Atlas2/faces/page/login/Login.seam, via https://lms-jets.cce.af.mil/moodle/ or as Coordinated by the COR with the requiring unit Anti-Terrorism Representative (ATR).

4.7.2.2. Contract employees requiring a Common Access Card (CAC) shall receive documented Information Assurance (IA) training, by the government, prior to receiving access to the local area network (LAN). Authorized users will receive initial IA orientation and annual awareness training to ensure they know, understand, and apply the IA requirements of Air Force information and IAs. The minimum orientation and awareness requirements for users are outlined in DoD 8570.01-M. IA Program. The Contractor shall comply with the established Command, Control, Communication, and Computers (C4) Systems IA program to integrate security education, training, and awareness covering the Communications Security (COMSEC), Computer Security (COMPUSEC), and Emissions Security (EMSEC) disciplines.

4.7.3. Security Clearance Levels. Work under this contract must be **UNCLASSIFIED** and this level of security is required for the life of the contract. The security requirements are in accordance with the DD254 (if attached).

4.7.4. Additional Security Requirements:

4.7.4.1. 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.

Key Control

Procedures. The Contractor shall establish and implement methods of making sure all keys/key cards issued to the Contractor by the government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the Quality Control Plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The Contractor shall immediately report any occurrences of lost or duplicate keys/key cards to the CO.

Lost/Duplicated Keys. In the event keys, other than master keys, are lost or duplicated, the Contractor shall, upon direction of the CO, re-key or replace the affected lock or locks; however, the government, at its option, may replace the affected lock or locks or perform re-keying. When the replacement of locks or re-keying is performed by the government, the total cost of re-keying or the replacement of the lock or locks shall be deducted from the monthly payment due the Contractor. In the event a master key is lost or duplicated, all locks and keys for that system shall be replaced by the government and the total cost deducted from the monthly payment due the Contractor.

Authorized Use. The Contractor shall prohibit the use of government issued keys/key cards by any persons other than the Contractor's employees. The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than Contractor employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the CO.

Lock Combinations. The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons. The Contractor shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations. These procedures shall be included in the Contractor's Quality Control Plan.

4.7.5. Computer Security (COMPUSEC)

Local Area Network (LAN). The government will provide limited access to the existing LAN to include email capability. The Contractor shall not use the LAN for purposes other than for work required under this contract.

Common Access Card (CAC). The Contractor's Contract Manager or alternate shall complete all necessary documents for all Contractor personnel requiring access to Edwards AFB (or other Government facilities). Common Access Cards (CAC) shall be required for all on-site Contractor personnel. The Contractor's PM shall ensure the government representative in the local organization designated to authorize issuance of Contractor's CACs *(i.e.* Trusted Agent (TA) receives a Visitor Request for each employee through the MP ICAM (Mission Partner Identity, Credential Access Management) system. Contractor personnel shall electronically submit application to the TA, once approved set up appointment at https://rapids-appointments.dmdc.osd.mil/ or go to the Military Personnel Section.

National Agency Check Investigations (NACI). The Contractor shall have current favorable National Agency Check investigations for its employees, from the government, by contract start date and throughout the life of contract. These investigations shall be submitted by the Government at no additional cost to the service provider.

Restricted Area Badges. The Contractor shall request and obtain a Restricted Area Badge for all personnel from the unit Security Manager for entrance to restricted areas prior to commencing work under this contract. If not, the Contractor shall be escorted by an authorized escort. The Contractor shall receive Airfield Driving training if operating a vehicle on the flightline or in the restricted area.

4.7.6. Contractor Access To Air Force Installations. All Contractor employees will be subject to a criminal history background check IAW DoDM 5200.08V3_AFMAN 31-101V3, Installation Perimeter Access Control, 412th Test Wing Integrated Defense Plan (IDP) 31, Volume I (the AFMAN and memorandum are both limited access documents but more details on the requirements/process in terms of background checks can be provided by the Contracting Officer upon request). Vehicle registration, proof of insurance, and a valid driver's license must be presented for vehicles. Installation Commanders may deny access and credentials based on information obtained during identity vetting that indicates the individual may present a threat to the good order, discipline, and morale of the installation.

Base Access. For Contractor personnel requiring frequent base access to perform work at Edwards AFB will be granted access via an Air Force Materiel Command (AFMC) Form 496, Application for AFMC Identification Card, IAW Air Force Federal Acquisition Regulation Supplement (AFFARS) Clause 5352.242-9000, Contractor Access to Department of the Air Force Installations, the prime Contractor shall submit a written request on company letterhead to the Contracting Officer with the following information (prior to submitting a request for Base access via an AFMC Form 496): 1) contract number, 2) location of work, 3) expiration date (must be on or before contract's expiration date), and 4) names of employees/ subcontractor employees needing access to the base, to include each employee's company name.

It is recommended that the prime Contractor provide a copy of the request letter to each employee for verification purposes when the employee comes to the unit Security Manager to get their AFMC Form 496 signed. Employees for which no request letter can be found or provided will result in the employee being asked to return on another date/time so verification can be made.

Base passes will be limited to the length of the contract not to exceed 3 years from the date the AFMC Form 496 is submitted to the unit Security Manager for signature.

The AFMC Form 496 will be reviewed/approved by the CO, then taken by the Contractor employee to the Edwards AFB Pass & Registration Office in Building 3000, or the Visitor Control Center in Building 1004, for the security portion and issuance of the Base pass.

Only employees who will be working on the contract consistently/frequently should be submitted for a long-term base pass.

4.7.6.1. Visitors/Contractors with driver's licenses and ability to obtain base access without another form of identification as an identity proofing document.

No States are subject to Real ID Act enforcement currently. The Department of Defense will accept standard State-issued driver's licenses and identification cards from all U.S. States and territories as proof of identity. Please visit the Department of Homeland Security's (DHS) website to get the latest information, https://www.dhs.gov/current-status-states-territories. Once Real ID Act is enforced, the Contractor shall comply fully.

4.7.7. During performance of the contract, the Contractor shall be responsible for obtaining required identification for newly assigned personnel. The Contractor shall be responsible for prompt return of credentials and vehicle passes for: 1) any employee who no longer requires access to the work site; 2) upon request by a CO; and 3) upon completion or termination of the contract. The prime Contractor shall ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office. Failure to comply with these requirements may result in withholding of payment.

4.7.8. **OPSEC**. The Contractor shall comply with DOD, USAF, and locally established Operations Security (OPSEC) policies and procedures to protect sensitive and unclassified information and/or equipment, which is furnished to and operated by the Contractor, and prevent compromise of classified information and equipment.

Contractor shall maintain Operations Security (OPSEC) in accordance with DOD Directive & Manual 5205.02, DOD Operations Security (OPSEC) Program, AFI 10-701, Operations Security (OPSEC), and Edwards AFB OPSEC policies and procedures. Completion of OPSEC Training of Contractor employees offered by the Government IAW AFI 10-701, para. 4.1. and 4.2.3. shall be required of all Contractor employees within 60 days of initiating work. Access to mission critical information will not be allowed until OPSEC education has been completed and documented. This training provides Contractor employees with the requisite knowledge necessary to remain vigilant for possible threats, understand basic security procedures, understand the obligation to report security violations and the continued obligation to safeguard information. The requiring unit Security Manager/OPSEC Coordinator will coordinate and track completed training with the Contractor. Contact the unit Security Manager/ OPSEC Coordinator or Wing OPSEC Signature Manager at (661) 277-2066 for questions or reporting

4.8. **Safety.**

Safety and Health Requirements: It is the Contractor's responsibility to ensure its employees and managers have a comprehensive understanding of OSHA requirements. Detailed information is available on the OSHA website at http://www.osha.gov. Contractors are responsible for complying with federal and state occupational safety and health standards for their employees, except where the Air Force contractually agreed to assume responsibility.

Mishap Reporting. The Contractor shall promptly report pertinent facts to the Government Program Office (GPO) regarding mishaps involving government personnel or property, on or off the Air Force Installation, incidental to work performed IAW DAFI 91-204, *Safety Investigation and Hazard Reporting*. Direct costs related to the mishap shall be separated from other cost and provided to the GPO and Safety Investigators.

The Contractor is responsible for establishing requirements for all subcontractors who qualify as subcontractors under the resulting contract.

SECTION V

APPENDIX 1

ABBREVIATIONS AND ACRONYMS

AAIP Aircraft Approved Inspection Program

AFMC Air Force Materiel Command

AFTC Air Force Test Center

AMM Aircraft Maintenance Manager

ATR Anti-Terrorism Representative

BPA Blanket Purchase Agreement

CAO Civil Air Operations

CAR Corrective Action Report

CFR Code of Federal Regulations

CO Contracting Officer

COR Contracting Officer Representative

CPAR Contractor Performance Assessment Report

CUI Controlled Unclassified Information

DFARS Defense Federal Acquisition Regulation Supplement

DHS Department of Homeland Defense

DO Director of Operations

EAFB Edwards Air Force Base

FAA Federal Aviation Administration

FAR Federal Acquisition Regulation

FOIA Freedom of Information Act

FPCON Force Protection Condition

GPO Government Program Office

HPCON Health Protection Condition

IAW In Accordance With

IP Instructor Pilot

MFR Military Flight Release

MP ICAM Mission Partner Identity, Credential Access Management

MSDS Material Safety Data Sheet

NIPSOM National Industrial Security Program Operating Manual

NOTAM Notice to Air Missions

OPSEC Operations Security

OSHA Occupational Safety and Health Administration

PM Program Manager

POL Petroleum, Oil, Lubricant

PWS Performance Work Statement

QA Quality Assurance

QE Qualitative Evaluation

QRB Qualitative Evaluation Review Board

SAL Service Acquisition Lead

SME Subject Matter Expert

TMP Test Management Program

TPS Test Pilot School

TW Test Wing

USAF TPS United States Air Force Test Pilot School

APPENDIX 2

APPLICABLE PUBLICATIONS AND FORMS

Publications and forms referenced in this PWS shall be Mandatory. The Contractor is obligated to follow those publications and use those forms to the extent specified in the PWS. The appropriate web sites are listed below to obtain all publications and forms listed. The Government will notify the Contractor of any supplements or amendments to listed publications issued during the life of the BPA/Call. The Contractor shall immediately implement those changes in publications. Contractor shall notify the CO before implementing any changes which would impact the awarded BPA/Call price.

The DOD Directives, Instructions, and Forms may be accessed at http://www.dtic.mil/whs/directives. Air Force publications and forms may be accessed at http://www.e-publishing.af.mil.

To ensure currency of assigned technical orders with applicable changes and supplements, they will be ordered and received through the Technical Order Distribution Office (TODO) under a designated account number. Any additions or deletions to the Transient Aircraft library must be coordinated with the COR. The Contractor shall be obligated to maintain and keep all publications and technical orders current. The Contractor shall use the applicable technical order indexes and publication indexes to keep files current. Most of these publications are available on the Internet at https://www.toindex-s.wpafb.af.mil/.

AIR FORCE PUBLICATIONS

PUBLICATION	TITLE
AFPD 62-6	USAF Airworthiness
AFTCI 62-602	Airworthiness
AFI 51-307	Aerospace and Ground Accident Investigations
DAFI 91-204	Safety Investigations and Reports
AFMAN 41-210, Chapter 2	TRICARE operations and Patient Administration – Chapter 2 "Healthcare Benefits and Requirements"
AFMAN 11-202 series (V1, V2, and V3)	V1 – Aircrew Training V2 – Aircrew Standardization and Evaluation Program V3 – Flight Operations
AFMAN 11-2FT series (V1, V2, and V3)	V1 – Flight Test Aircrew Training V2 – Flight Test Aircrew Evaluation Criteria V3 – Flight Test Operations Procedures
AFI 64-106, Chapter 1	Contractor Labor Relations Activities – Chapter 1
AFI 91-202	The US Air Force Mishap Prevention Program
DAFMAN 91-203 – Chapter 23.7, 23.8	Air Force Occupational Safety, Fire, Health Standards – "23.7 Master Entry Plan, 23.8 Non-permit Confined Space Entry"
412th Test Wing Integrated Defense Plan (IDP) 31, Volume I	Integrated Defense Plan *Plan details are not publicly available but will be provided to Contractor should the plan need to be enacted.
AFI 10-701	Operations Security
14 CFR Part 91	General Operating and Flight Rules (FAR Part 91)

Technical Evaluation Checklist	Technical Evaluation Checklist
Piaggio P-180 Avanti QRB Report	Piaggio P-180 Avanti Aircraft Qualitative Evaluation Review Board Report

DoD DIRECTIVES, INSTRUCTIONS, AND MANUALS

PUBLICATION	TITLE
DoD Directive 5205.02E	DoD Operations Security (OPSEC) Program
32 CFR Part 117	National Industrial Security Program Operating Manual (NIPSOM)
DoDI 1100.22	Policies and Procedures for Workforce Mix
DoDI 5200.48 (DAFI 16-1403)	Controlled Unclassified Information (CUI)
DoDM 5200.08V3_AFMAN 31-101V3	Installation Perimeter Access Control
DoDM 5400.07_ AFMAN 33-302	Freedom of Information Act Program
DoDM 5205.02 DoD Operations Security (OPSEC) Program Manual	DoD Operations Security (OPSEC) Program Manual

DoD (DD) and Air Force Forms

PUBLICATION	TITLE
DD Form 2400	Civil Aircraft Certificate of Insurance
DD Form 2401	Civil Aircraft Landing Permit
DD Form 2402	Civil Aircraft Hold Harmless Agreement
412OSS PPR Form	412 Operations Support Squadron - Prior Permission Request Form
AFMC Form 496	Application for AFMC Identification Card

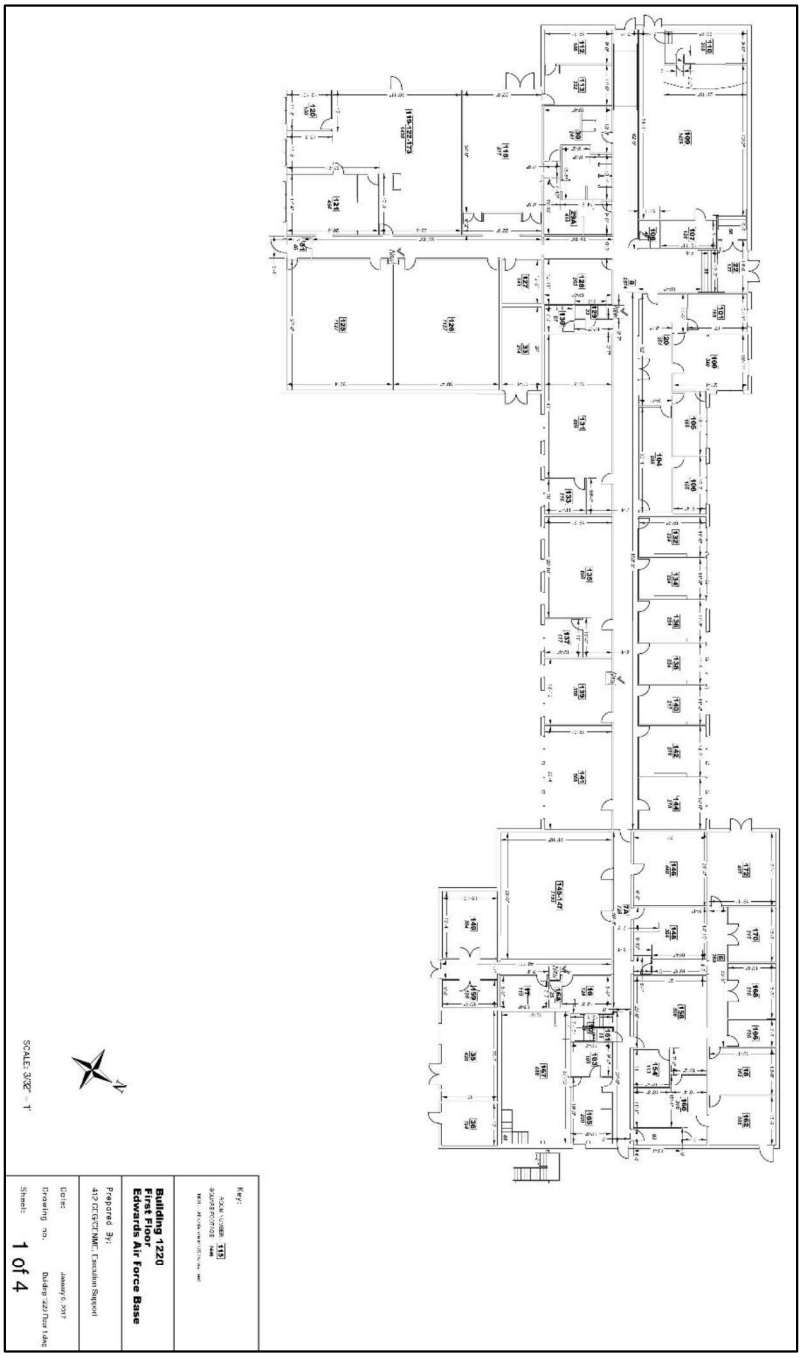
APPENDIX 3

DELIVERABLES/REQUIRED DOCUMENTS

DELIVERABLES A	PWS Para.	FREQUENCY	DELIVER TO
Copy of briefing material	1.6	Post-award	USAF/PM
List of any required audio/visual equipment required	1.6	Post-award	USAF/PM
Contractor shall provide one copy (paper or electronic) of the aircraft operating manual	1.6	Post-award	USAF/PM
Pilot Data • FAA pilot certificate • FAA Instructor certificate	1.8	Post-award	USAF/COR
Aircraft data package • Weight and balance • Maintenance logs • FAA Airworthiness certificate. • Operating limitations (if applicable) • Aircraft Registration • Type Certificate Data Sheet (if applicable) • FAA Form 8110-3s or 337s Design Change Certifications (if applicable) • Flight Manual (any format)	1.8, 1.9	Post-award	USAF/COR/PM
DD Form 2400, Civil Aircraft Certificate of Insurance, three originals signed in blue ink.(PPR)	1.8	Prior to deployment to Edwards AFB	USAF/PM
DD Form 2401, Civil Aircraft Landing Permit, three originals signed in blue ink. Print the front side of the form only; Edwards Airfield Management will print the reverse. (PPR)	1.8	Prior to deployment to Edwards AFB	USAF/PM
DD Form 2402, Civil Aircraft Hold Harmless Agreement, three originals signed in blue ink.(PPR)	1.8	Prior to deployment to Edwards AFB	USAF/PM
412 OSS Prior Permission Request (PPR)	1.8	Prior to deployment to Edwards AFB	USAF/PM
Mishap Response Checklist	3.1	Post-award	USAF/COR
Personnel roster for base access	4.2.2	Prior to deployment to Edwards AFB	USAF/PM
AT Level I training certificate (for those requiring routine base access)	4.7.2.1	Prior to deployment to Edwards AFB	USAF/PM
AFMC Form 496 for base access	4.7.6	Prior to deployment to Edwards AFB	USAF/PM
Safety and Health Plan	4.8	Post-award	USAF/COR

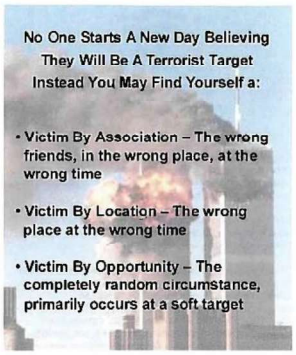
APPENDIX 4

FACILITY MAP FOR BLDG 1220 USAF TEST PILOT SCHOOL



APPENDIX 5

ANTI-TERRORISM AWARENESS PAMPHLET



No One Starts A New Day Believing They Will Be A Terrorist Target Instead You May Find Yourself a:

- Victim By Association – The wrong friends, in the wrong place, at the wrong time
- Victim By Location – The wrong place at the wrong time
- Victim By Opportunity – The completely random circumstance, primarily occurs at a soft target

BE ALERT TO YOUR SURROUNDINGS!

- What's Different – What Doesn't Fit?
- Know The People That Belong In Your Area
- Be Able To Recognize Names and Insignias Of Official Organizations

WHAT TO LOOK FOR:

- Surveillance (outside and inside the fence) and unfamiliar people or vehicles
- Vehicles without current license plates
- Occupied/Illegally parked vehicles remaining in the same place for extended periods of time
- Same vehicle(s) repeatedly passing your location

Terrorism is Defined As The Unlawful Use Of Violence Or The Threat Of Violence Often Motivated By Religious, Political, Or Other Ideological Beliefs To Instill Fear And Coerce Governments Or Societies In The Pursuit Of Goals That Are Usually Political (DOD Definition)

This pamphlet was developed to provide you a broad overview of your role in the global war on terrorism while you are on Edwards Air Force Base. You are one of our force multipliers... providing additional sets of eyes to help maintain security vigilance. If you see something...say something..

Produced by: 412 TWPA Graphics Arts 140545

EAFB Contractor Antiterrorism Awareness

412TH TEST WING

Antiterrorism Office (412 SFS/S5X)

Commercial Phone:
(661) 277-4009 or 277-4004
DSN Phone: 527-4009
Email: 412.TW.ATO@us.af.mil

Contact Edwards
Base Defense Operations Center
661-277-3341

To report suspicious activity

FORCE PROTECTION CONDITIONS – FPCON'S

Common Protective Measures
- Vehicle Inspections
- Gate Guards
- ID Checks
- Barriers Activated
- Patrols

ADDITIONAL TRAINING
- Contact: 412 SFS/S5X

Increasing Protection: Delta, Charlie, Bravo, Alpha, Normal

FPCON NORMAL

Basic Security Posture When There Is No Known Threat

- A Terrorist Attack Is Always Possible
- Best Information Available Offers No Indication of Probable Attack

Expect To See A Routine Security Posture

FPCON ALPHA

Increased Security Readiness Against Nonspecific Threats

- General Conditions Suggest Possible Violence
- Nothing Indicates That The Base or The Local Area Is Targeted

Expect Random Vehicle Checks And Increased Crime Prevention Efforts

FPCON BRAVO

Increased And More Predictable Threat Exists

- Specific Information Suggests Probable Violence
- Nothing Indicates That This Installation Is Targeted
- Extra Precaution Is Appropriate To Deter Terrorist Planning

Expect To See Closer Inspection Of Vehicles And Deliveries, ID Checks, And A Greater Presence Of Guards

FPCON CHARLIE

Incident Occurs Or Information Indicates Targeting Driving Greatly Enhanced Security Measures

- Evidence Of Terrorist Attack Planning, Such As Terrorist Surveillance Or Reports From Local Sources
- Strong Protective Measures Are Required

Expect Rigorous Efforts To Inspect Vehicles And Facilities; You May Be Required To Evacuate The Base, Or You Will Not Be Allowed On-Base Without Escort

FPCON DELTA

Full Alert Status Used When An Attack Has Occurred Or Is Imminent

- The Base Will Move To A High State Of Alert And Will Implement Required Security Measures

If On-Base, Follow Security Forces Instructions: You May Be Directed To Evacuate Or Seek Shelter
If Off-Base, You May Be Denied Access Until The Incident Has Been Taken Care Of
Additional Security Measures Will Delay And Interrupt Normal Routines

Contact Base Defense Operations Center at
661-277-3341 or 911
To Report Suspicious Activity

U.S. AIR FORCE
EagleEyes
WATCH.REPORT.PROTECT.

WHAT TO REPORT

Surveillance – Using cameras (either still or video), notetaking, drawing diagrams, writing on maps, or using binoculars or other vision-enhancing devices to record or monitor base activity.

Elicitation – Attempts to gain information from you by mail, in person, or by telephone about military operations, capabilities, or people.

Tests Of Security – Attempts to measure reaction times or penetrate physical security barriers or procedures in order to access strengths and weaknesses.

Acquiring Supplies – Purchase, theft, or unauthorized acquisition of explosives, weapons, ammunition, military, uniforms, decals, flight manuals, passes or badges, or any other controlled items.

Suspicious Persons Out Of Place – People who don't seem to belong in the workplace, neighborhood, business establishment, or anywhere else.

Dry Run – People getting into position and moving around according to their plan without actually committing a terrorist act. This could also include mapping out routes and determining the timing of traffic lights and flow.

Deploying Assets – People and supplies getting into position to commit the act. This is a person's last chance to alert authorities before the terrorist act occurs.

IF YOU DETECT A SUSPICIOUS ACT BE PREPARED TO:

- Give your Name
- Give your location (as clearly and accurately as you can – give a building name and or number or street)
- Give a "Call Back" phone number
- Remain at your location until contacted by Security Forces
- Move to a location of safety when directed to do so