PERFORMANCE WORK STATEMENT (PWS)
FOR
COMBAT ARMS TRAINING MAINTENANCE (CATM) VENTILATION CLEANING
AT BUILDING 950, JBSA-LACKLAND, TX

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1. DESCRIPTION OF SERVICES/ GENERAL INFORMATION. The Contractor shall provide all management, tools, supplies, equipment, and labor necessary to perform professional ventilation system cleaning, sanitizing, and lead-dust mitigation services at Building 950, Combat Arms Training Maintenance (CATM) Facility, JBSA-Lackland, TX. The contractor shall ensure all services are performed in a manner that protects government personnel, prevents hazardous environmental release, and restores the facility's indoor air quality in accordance with commercial best practices and federal regulations.

1.1. DESCRIPTION OF SERVICES.

1.1.1. HVAC Ventilation System and Ductwork Cleaning

- Standards of Performance: The contractor must perform all HVAC system component cleaning in strict compliance with the latest edition of the National Air Duct Cleaners Association (NADCA) ACR Standard (Assessment, Cleaning, and Restoration of HVAC Systems).
- Scope of Components: The contractor must detach, clean, and re-attach all specified registers and vents, and perform deep cleaning on all associated ductwork, return lines, and trunk lines. This includes carefully removing and replacing ceiling tiles as necessary to access the duct systems.
- Cleaning Quantities: The contractor must clean:
    - One Hundred Nineteen (119) register/vent openings.
    - Eighty-Seven (87) small air returns.
    - Two Hundred Eighty (280) linear feet of trunk lines on the 1st floor.
    - All registers, returns, and associated branch ductwork servicing the common hallway areas and specified rooms across both floors.
- Room/Space Breakdown: Clean registers, returns, and branch ductwork in twenty-one (21) office spaces, four (4) restrooms, one (1) breakroom, one (1) great hall area, and all common hallways in Bldg. 950. The specific spaces include:

- Second Floor / Great Hall Area: Rooms 201A, 201B, 203, 204, 207A, 207B, 212A, 212B, 213, the Great Hall, two (2) restrooms near the Great Hall, and the Breakroom with its two (2) adjacent restrooms.
- First Floor Area: Room 102 (including five [5] additional offices in this suite, totaling six [6] offices) and Room 103 (including five [5] additional offices in this suite, totaling six [6] offices).

1.1.2. Sanitization, Deodorization, and Microbial Control

- EPA Registration Required: Any application of cleaning agents, bactericides, mold/mildew inhibitors, or sanitizers must utilize EPA-registered chemicals specifically formulated and labeled for use in commercial HVAC ductwork (both non-porous metal surfaces and porous fiberglass duct board).
- Application Protocol: Chemical application must follow manufacturer instructions in strict detail, including the provision of active exhaust ventilation as required.
- Occupant Safety: The contractor must coordinate all chemical application windows with the Contracting Officer's Representative (COR) to ensure all building occupants are evacuated from the facility during application and for a minimum of one (1) hour post-application.

1.1.3. Engineering Controls and Containment (Negative Pressure)

- HEPA Filtration: The contractor must ensure that any vacuum collection and air-handling equipment exhausting within the building envelope utilizes high-efficiency particulate air (HEPA) filtration with a minimum certified collection efficiency of 99.97% at 0.3-micron particle size.
- Continuous Negative Pressure: The contractor must establish and maintain continuous negative pressure within the portions of the HVAC system being cleaned relative to the surrounding occupied indoor spaces. The contractor must verify and document negative pressure at representative locations during the cleaning process.
- Ambient Air Scrubbing: The contractor must deploy HEPA-filtered air scrubbers for ambient air cleaning as a supplemental engineering control. Ambient air cleaning must operate during and immediately after HVAC cleaning, achieving a minimum of four (4) air changes per hour (ACH) in the active work areas.

- Cross-Contamination Prevention: All contaminated materials, debris, and dust removed from the HVAC system must be double-bagged or placed in sealed, leak-tight containers prior to removal from the building envelope.

1.1.4. Hazardous Lead-Dust Mitigation (CATM Facility Requirement)

- Lead-Dust Awareness: Bldg. 950 is an active Combat Arms Training Maintenance (CATM) facility. The contractor is notified that lead dust, heavy metal residues, and combustion byproducts are present within the HVAC system. All work must be performed in compliance with the OSHA Lead in Construction Standard (29 CFR 1926.62) and OSHA General Industry Lead Standard (29 CFR 1910.1025).
- Work Practices: Wet-cleaning methods, specialized HEPA vacuums, and proper containment zones must be utilized. Dry sweeping or the use of compressed air for cleaning is strictly prohibited.
- Personnel PPE: Contractor personnel must wear appropriate personal protective equipment (PPE), including respirators (half-mask or PAPR with HEPA cartridges) and disposable protective coveralls (e.g., Tyvek), as determined by the contractor's OSHA-compliant hazard assessment.

1.1.5. Waste Characterization and Disposal

- Testing and RCRA Compliance: All collected waste (filters, debris, protective sheeting, and personal protective equipment) must be treated as potentially hazardous lead waste. The contractor must perform a Toxicity Characteristic Leaching Procedure (TCLP) test on representative waste samples.
- Disposal Manifesting: If lead concentrations exceed RCRA regulatory thresholds (5.0 mg/L), the contractor must manifest and dispose of the waste through the base Environmental Office (802 CES/CEIE) and DLA Disposition Services. If TCLP testing confirms the waste is non-hazardous, disposal must occur off-base at a licensed municipal facility. No contractor-generated waste must be disposed of in standard installation dumpsters.

1.2. GENERAL INFORMATION

1.2.1. Protection of Government Property

- The contractor must take all necessary precautions to protect the service entrance, walls, doors, and flooring of the building during equipment mobilization and demobilization.
- There is no loading dock or ramp available for Building 950. The contractor must provide all lifting, off-loading, and handling equipment necessary to transport materials from delivery vehicles into the facility.
- The contractor must restore the facility to its original physical state prior to cleaning and must repair, at no cost to the Government, any damage caused by contractor personnel or equipment.

1.2.2. Work Area Maintenance and Signage

- The contractor must maintain active work areas in a neat, clean, and safe condition.
- The contractor must provide, install, and remove temporary caution signs, barrier tape, and pedestrian controls to isolate the work zone.
- All non-hazardous trash, packaging, and debris must be collected and removed from the installation daily.

1.3. QUALITY CONTROL. The contractor must perform quality control for all work accomplished during the performance of this contract. The contractor must provide and maintain a Quality Control Plan (QCP) that ensures the requirements of this PWS are met. The QCP will be considered acceptable and approved unless the contractor is notified by the Contracting Officer (CO) prior to award. The contractor must include the QCP in the technical proposal for evaluation and acceptance. At a minimum, the contractor must develop quality control procedures that address the areas identified in Section 2, Service Delivery Summary.

1.3.1. QUALITY ASSURANCE

The Government will periodically evaluate the contractor's performance by appointing a Contracting Officer Representative (COR) to monitor performance to ensure services are received. The COR will evaluate the contractor's performance in accordance with the Quality Assurance Surveillance Plan (QASP) for this requirement.

1.3.2. HOURS OF OPERATION

- Standard Work Hours: To minimize disruption to CATM missions, the contractor must execute standard work hours after duty hours, beginning at 3:00 p.m. through 10:00 p.m., Monday through Friday, exclusive of Federal holidays.

- Special Scheduling: At the option of the Government and with the prior written approval of the Contracting Officer, work may be permitted on Federal holidays, weekends, or after 7:00 a.m. at no additional cost to the Government.

1.3.3. HOLIDAYS OBSERVED

The contractor is not required to perform routine services on the Federal holidays listed below. If a holiday falls on a Saturday, it is observed on the preceding Friday. If a holiday falls on a Sunday, it is observed on the following Monday.

Holiday
New Year's Day
Martin Holiday King Jr's Birthday
President’s Day
Memorial Day
Juneteenth National Independence Day
Independence Day
Labor Day
Columbus Day
Veterans' Day
Thanksgiving Day
Christmas Day

1.3.4. SECURITY REQUIREMENTS

- Base Access: All contractor personnel must obtain necessary base passes and security access credentials in accordance with Joint Base San Antonio (JBSA) security policies. Contractor personnel must be vetted via the Defense Biometric Identification System (DBIDS) prior to performing on-site services.
- Security Escorts: Building 950 contains controlled access areas. The contractor must ensure that personnel remain within designated work zones. The Government will provide personnel to monitor the building while the contractor is working within the facility.

1.3.5. PERFORMANCE OF SERVICES DURING CRISIS DECLARED BY THE NATIONAL COMMAND AUTHORITY OR OVERSEAS COMBATANT COMMANDER

In accordance with DoDI 3020.37, these ventilation cleaning and maintenance services are determined to be non-essential during a crisis or national emergency. In the event of a base-wide crisis or closure declared by the Installation Commander, the Contracting Officer will notify the contractor of any temporary suspension of work.

1.3.6. SPECIAL QUALIFICATIONS

- NADCA Certification: The contractor must hold an active, company-level certification from the National Air Duct Cleaners Association (NADCA). At least one (1) on-site supervisor must hold a current NADCA Air Systems Cleaning Specialist (ASCS) certification.
- OSHA Lead Safety Certification: All on-site personnel must have completed OSHA lead safety awareness training (29 CFR 1926.62) within the past 12 months. The contractor must submit documentation of certifications with the technical proposal.

1.3.7. RECORDS MANAGEMENT

The Contractor must manage all data created for Government use or legally controlled by the Government, in support of the functional activity or required by AF publication, IAW with the AF Records Management procedures in Air Force Instruction (AFI) 33-322, Air Force Manual (AFMAN) 33-363 and Air Force Instruction (AFI) 33-364 (or their subsequent replacements).

1.3.8. AIR FORCE ANTITERRORISM (AT) PROGRAM. The AT program seeks to deter or limit the effects of terrorist acts against the AF by giving guidance on collecting and disseminating timely threat information, providing training to all AF members, developing comprehensive plans to deter and counter terrorist incidents, allocating funds and personnel and implementing AT measures. In accordance with AFI 10-245 paragraphs 2.18 and paragraph 2.25, the Government will offer Level 1 – AT Awareness Training to DOD contractor and sub-contract personnel. The contractor must ensure compliance with the training as monitored by contracting officer representatives.

1.3.9. CONTRACTOR FULL-TIME EQUIVALENT REPORTING.

1.3.9.1. The contractor must report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the Department of the Air Force via the secure System for Award Management (SAM) data collection portal

at www.sam.gov. Reporting inputs will be for the labor executed during the period of performance for each Government fiscal year (FY), which runs 1 October through 30 September. All data must be reported no later than 31 October of each calendar year.

2. SERVICE DELIVERY SUMMARY (SDS)

Performance Objective	PWS Paragraph	Performance Threshold
Clean HVAC System Components Ensure registers, returns, and ductwork are clean and free of visible dust and debris.	1.1.1, 1.1.2	Zero visible debris, dust, or particulate matter under visual inspection. Cleanliness verified in accordance with NADCA ACR Section 4. No damage to registers or ceiling tiles.
Maintain Environmental Containment Prevent lead dust and particulate cross-contamination.	1.1.3, 1.1.4	100% compliance with OSHA 29 CFR 1910.1025. Continuous negative pressure verified at representative locations during cleaning. Zero migration of lead dust outside the containment zone.
Hazardous Waste Management Perform TCLP testing and execute proper disposal.	1.1.5	100% compliance with RCRA regulations and base Environmental Office guidelines. TCLP test results submitted within 5 business days of debris collection. Zero unauthorized disposal in standard municipal base dumpsters.
Maintain Safe and Neat Work Area Manage pedestrian controls, daily cleanup, and property protection.	1.2.1, 1.2.2	Zero safety incidents. Daily trash removal completed. Work areas returned to original state post-performance with zero unresolved property damage.

3. GOVERNMENT FURNISHED PROPERTY AND SERVICES

3.1. The Government will provide the following property and services to facilitate contract execution:

- Site Preparation: The Government will be responsible for moving tables, chairs, and office equipment that obstruct access to ductwork or registers prior to the arrival of the contractor team.

- Base Personnel Presence: The Government will ensure designated personnel are present in the building during all after-hours contractor operations to satisfy security oversight.
- Utilities: The Government will provide access to standard building utilities (electricity and potable water) necessary for contract execution at no cost to the contractor.
- Building Evacuation: The Government will coordinate the evacuation of all building occupants during chemical application and for the mandatory one (1) hour post-application window.

4. APPENDICES

APPENDIX A: ESTIMATED WORKLOAD DATA

Item No.	Workload Description	Estimated Quantity	Unit
1	**Register/Vent Cleaning & Sanitization (Bldg 950)**	**119**	**Each**
2	**Air Return Cleaning & Sanitization (Bldg 950)**	**87**	**Each**
3	**First Floor Trunk Line Cleaning**	**280**	**Linear Feet**
4	**TCLP Characterization Testing**	**1**	**Job**
5	**Lead Dust Hazardous Waste Disposal (If TCLP fails)**	**As Required**	**Drum/Pound**

APPENDIX B: MAPS AND/OR SITE PLANS

- **B-1: Building 950 General Layout Plan (Identifying 1st Floor and 2nd Floor office rooms, restrooms, breakroom, and great hall).**
- **B-2: Base Access Map (Authorized Gate Entry Points for JBSA-Lackland).**

APPENDIX C: GOVERNMENT FURNISHED PROPERTY/SERVICES/EQUIPMENT

- **Potable Water (Access to building utility links).**
- **Electricity (Standard outlet access for HEPA equipment and negative air machines).**