PERFORMANCE WORK STATEMENT

FIRE ALARM AND SUPPRESSION SYSTEMS (FASS) FULL-SERVICE MAINTENANCE AND REPAIR SERVICES

JOINT BASE LEWIS-MCCHORD (JBLM) AND YAKIMA TRAINING CENTER (YTC), WASHINGTON

7/15/2026

PART 1 GENERAL INFORMATION

1. **General**: This is a non-personal services contract to provide Fire Alarm and Suppression Systems (FASS) Full-Service Maintenance and Repair Services. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn, is responsible to the Government.

1.1. **Description of Services/Introduction:** This Performance Work Statement (PWS) outlines the requirements for a comprehensive full-service maintenance and repair program for Fire Alarm and Suppression Systems (FASS) at Joint Base Lewis-McChord (JBLM) and Yakima Training Center (YTC), WA. The contractor shall provide all necessary management, supervision, labor, materials, and equipment to ensure the operational readiness and compliance of all FASS components. This PWS places special emphasis on the sustainment of obsolete and legacy systems, requiring the contractor to demonstrate specialized expertise in this area. The term "FASS" in this PWS includes all equipment listed in Technical Exhibits (TE's) TE-A: 2027 Components and ITM Schedule, TE-B: 2027 Alarm Initiating Devices Listing, TE-C: 2027 Alarm Notification Appliances, TE-D: 2027 Batteries Information, TE-F: 2027 Wet Chemical Kitchen Hoods

1.2. Background: The contract work is located at Joint Base Lewis-McChord (JBLM), which consists of Lewis North, Lewis Main, McChord Field, and Yakima Training Center (YTC). JBLM is a United States Army Joint Base primarily located in Pierce and Thurston Counties, Washington. YTC is located in Yakima County, Washington east of the Cascade Mountains.

1.3. Objectives: The objective of this contract is to provide complete full-service maintenance, repair inspecting and testing services to FASS in accordance with (IAW) Unified Facilities Criteria (UFC) 3-601-02 Change 1, 18 April 2025, Fire Protection Systems Inspection, Testing, and Maintenance and in-scope tables, AFCESA/CES Technical report 01-10, National Fire Protection Association (NFPA) Standards 10 through 25, 70, 72, 96, JBLM requirements and the manufacturer's instructions. The Unified Facilities Criteria (UFC) 3-601-02 and AFCESA/CES Technical report 01-10 shall take first precedence over other guidance. All work not specifically mentioned, which is required to ensure that maintenance and repairs are complete and are within the intent of this contract, shall be performed without additional cost.

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1 .4. Scope: The Contractor shall provide services outlined in PART 5 - SPECIFIC TASKS of this PWS. The Contractor shall meet the following objectives:

1.4.1. Initiation Assessment and Technical Exhibit Validation (IATEV): The Contractor shall perform a preliminary inspection and assessment of fire alarm and suppression systems and validate technical exhibits (TE-A through TE-J) for the base year. The IATEV shall be completed during the base period of performance and conducted in conjunction with scheduled ITM. Refer to Section 5.3, Initial System Inventory and Readiness Audit.

1.4.2. Inspection, Test, and Maintenance: The Contractor shall perform fire alarm, suppression, and sprinkler system ITM services for facilities at JBLM and YTC, as identified in Technical Exhibit A (TE-A). Although the provided facilities list is believed to be accurate, the Government reserves the right to increase or decrease the facility quantity by up to 10% during the contract's period of performance.

1.4.3. Full-Service ITM Reports and Repairs: The Contractor shall develop and submit comprehensive ITM reports for all inspected facilities and systems. Each report shall include detailed written findings from the inspection.

1.4.4. Full-Service Maintenance and Repairs. The Contractor shall provide a comprehensive, full-service maintenance and repair program for all covered fire protection and life safety systems. "Full-service" is defined as the Contractor providing all management, supervision, certified labor, equipment, replacement parts, and materials necessary to perform preventative maintenance, routine repairs, and emergency service calls. All maintenance and repairs shall be performed in strict accordance with original equipment manufacturer (OEM) specifications and applicable National Fire Protection Association (NFPA) standards to maximize system service life.

1.5. Special Qualifications:

1.5.1. General Qualifications: General Qualifications: The Contractor shall be licensed to perform fire protection system work in the State of Washington, in accordance with UFC 3-601-02, paragraphs 1-8.1.1 and 1-8.13. All personnel performing work on these systems must meet the State's definition of fire systems maintenance personnel as defined in the Washington Administrative Code (WAC) 296-46B, Revised Code of Washington (RCW) 19.28, and RCW 18.160. Technicians must hold and provide evidence of a valid State of Washington EL06 Limited Energy System license. Copies of all required licenses, certifications, and relevant experience for personnel assigned to this contract shall be submitted to the Contracting Officer's Representative (COR) no later than ten (10) days prior to the commencement of work.

1.5.1.1. Apprentices and Trainees: Unlicensed apprentices or trainees may be utilized on this contract provided they are actively enrolled in a recognized state or national fire protection training program. Apprentices and trainees shall not independently perform any ITM services or repairs. They may only perform work under the direct, continuous, on-site supervision of a qualified technician who holds the requisite EL06 license and a minimum of a NICET Level II certification.

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1.5.2. Project Manager: The Contractor shall provide a Project Manager who shall be responsible for the performance of the work. Contractor shall provide the name of the Project Manager and alternate to the KO and COR via ema il within five (5) business days of contract start and within five (5) business days as changes to key personnel are made. The Project Manager or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract and must be listed on the Authorization Letter.

1.5.3. Fire Alarm Supervisor: The Fire Alarm Supervisor shall direct and coordinate the inspection, testing, and repair of fire alarm systems. The Contractor may utilize a single individual to serve concurrently as both the Fire Alarm Supervisor and the Water-Based System Supervisor (dual-hatted), provided the individual meets all licensing, certification, and experience requirements for both positions.

The Contractor shall submit the names of the Fire Alarm Supervisor and an alternate to the KO and COR via email within five (5) business days of contract award, and within five (5) business days of any subsequent change to key personnel. The Fire Alarm Supervisor or alternate shall be available to arrive on-site within two (2) hours of notification during the hours of operation, as described in PWS paragraph 1.10. The Supervisor shall provide evidence of a valid State of Washington EL06 Limited Energy System License, an active National Institute for Certification in Engineering Technologies (NICET) Level III certification in Fire Alarm Systems, and a resume documenting a minimum of ten (10) years of experience in the repair and maintenance of legacy/obsolete systems and the utilization of remanufactured replacement parts.

1.5.3.1. Core Responsibilities Fire Alarm: Duties shall include, but are not limited to:

- Directing and supporting technicians performing fire alarm work;
- Scheduling daily tasks, assigning work orders, and ensuring quality control;
- Providing training on equipment, safety procedures, and code compliance;
- Reviewing, troubleshooting, and approving work on fire alarm panels, detectors, notification appliances, and related components;
- Ensuring proper documentation of inspection, testing, and maintenance (ITM) activities to meet UFC and NFPA standards;
- Participating in system repairs and component replacements;
- Reviewing plans, submittals, and technical drawings; and managing inventory, tools, and subcontractor/vendor relationships.

1.5.4. Water-Based System Supervisor: The Water-Based System Supervisor shall direct and coordinate the inspection, testing, and repair of water-based systems. This individual shall oversee the fire pump testing program and analyze pump flow test results against manufacturer pump curves.

The Contractor shall submit the names of the Water-Based System Supervisor and an alternate to the KO and COR via email within five (5) business days of contract award, and within five (5) business days of any subsequent change to key personnel. The Water-Based System Supervisor or alternate shall be available to arrive on-site within two (2) hours of notification during the hours of operation,

as described in PWS paragraph 1.10.

The Water-Based System Supervisor shall provide evidence of valid licensing, including an active State of Washington Journey-Level Sprinkler Fitter Certification issued by the State Fire Marshal's Office, proof of National Institute for Certification in Engineering Technologies (NICET) Level III certification in Water-Based Systems Layout, and a resume documenting a minimum of ten (10) years of experience in the repair and maintenance of water-based systems, fire pumps, and foam systems.

1.5.4.1. Core Responsibilities Water Based Systems: Duties shall include, but are not limited to:

- Directing and supporting technicians performing water-based systems work;
- Scheduling daily tasks, assigning work orders, and ensuring quality control;
- Providing training on equipment, safety procedures, and code compliance;
- Reviewing, troubleshooting, and approving work on water-based system components;
- Overseeing suppression systems, including sprinklers, clean agent systems, kitchen hood systems, and special hazard systems;
- Ensuring proper documentation of ITM activities to meet UFC and NFPA standards;
- Participating in system repairs and component replacements;
- Reviewing plans, submittals, and technical drawings; and
- Managing inventory, tools, and subcontractor/vendor relationships.

1.5.5. Fire Alarm System Technician: The Contractor shall ensure all Fire Alarm System Technicians provide evidence of a valid State of Washington EL06 Limited Energy System License, as electrical trainees shall not be accepted for this role. Technicians shall possess a minimum of an active National Institute for Certification in Engineering Technologies (NICET) Level II certification in Fire Alarm Systems for all work involving the inspection, testing, maintenance, repair, or replacement of these systems. Furthermore, assigned technicians must demonstrate a minimum of five (5) years of experience while holding the NICET Level II certification. This experience must verify their competency in interpreting system documentation, conducting functional tests, troubleshooting, identifying deficiencies, and ensuring strict compliance with applicable UFC, NFPA, and manufacturer standards. Finally, the required experience must explicitly include the repair and maintenance of legacy or obsolete systems, the utilization of remanufactured replacement parts, and direct collaboration with manufacturers' technical support to resolve complex technical issues.

1.5.6. Water-Based System Technician: The Contractor shall ensure all Water-Based System Technicians provide evidence of an active State of Washington Journey-Level Sprinkler Fitter Certification issued by the State Fire Marshal's Office, as uncertified trainees shall not be accepted for this role. Technicians shall possess a minimum of an active National Institute for Certification in Engineering Technologies (NICET) Level II certification in Inspection and Testing of Water-Based Systems for all work involving the inspection, testing, maintenance, repair, or replacement of these systems. Furthermore, assigned technicians must demonstrate a minimum of five (5) years of experience while holding the NICET Level II certification. This experience must verify their competency in interpreting system documentation, conducting functional pump and flow tests, troubleshooting, identifying deficiencies, and ensuring strict compliance with applicable UFC,

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NFPA, and manufacturer standards. Finally, the required experience must explicitly include the repair and maintenance of legacy or obsolete water-based systems (including fire pumps and foam systems), the utilization of remanufactured replacement parts, and direct collaboration with manufacturers' technical support to resolve complex mechanical or hydraulic issues.

1.5.7. Fire Pump Technician: Contractor technicians shall provide evidence of valid licensing, including an EL06 Limited Energy System License (electrical trainees will not be accepted), proof of National Institute for Certification in Engineering Technologies (NICET) Level II certification in Inspection and Testing of Water-Based Systems, and a minimum of five (5) years of experience in the repair and maintenance of electric and diesel-driven fire pumps, including calibrating pressure switches and relief valves.

1.5.8. Apprentices or Trainees: Apprentices or trainees are not considered to have an acceptable skill level or experience to perform work on the equipment unless they are under hands-on supervision at all times and provide evidence of valid licensing, including an EL06 Limited Energy System License (electrical trainees will not be accepted). Apprentices or trainees are considered support personnel for approved NICET technicians and are not included in the NICET technician labor costs identified in paragraph 5.6.6.2.

1.5.9. Pre-Engineered Kitchen Fire-Extinguishing Equipment: Contractor technicians performing inspection, testing, and maintenance (ITM) on kitchen suppression systems (Wet Chemical Systems) shall provide evidence of valid ICC/NAFED certification for pre-engineered industrial fire-extinguishing systems, along with a minimum of five (5) years of experience in repair and maintenance. A technician holding NICET Level II certification in Fire Alarm Systems must be present to monitor the functionality of the fire alarm control panel during ITM procedures.

1.5.10. Key Personnel Table:

Role	Required Licenses & Certifications	Minimum Experience	Key Responsibilities
Project Manager	N/A	N/A	Responsible for overall contract performance and daily operations. Must have full authority to act for Contractor.
Fire Alarm Supervisor (Dual-hatted role allowed)	WA EL06 Limited Energy System License; NICET Level III in Fire Alarm Systems	10 years in repair/maintenance of legacy/obsolete systems and utilizing remanufactured replacement parts.	Direct/support technicians, daily task scheduling, QC, safety training, troubleshooting/approving panel work, UFC/NFPA documentation.

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Role	Required Licenses & Certifications	Minimum Experience	Key Responsibilities
Water-Based System Supervisor (Dual-hatted role allowed)	WA Journey-Level Sprinkler Fitter Certification (State Fire Marshal); NICET Level III in Water-Based Systems Layout	10 years in water-based systems fire pumps and foam systems.	Direct/support technicians, oversee pump testing program, analyze flow tests, oversee suppression systems (sprinklers, clean agents, kitchen hoods).
Fire Alarm System Technician	WA EL06 Limited Energy System License (no trainees); Active NICET Level II in Fire Alarm Systems	5 years (while holding NICET II) including legacy/obsolete system repair remanufactured parts and vendor troubleshooting.	Document interpretation, functional tests, troubleshooting, deficiency identification, code/standards compliance.
Water-Based System Technician	WA Journey-Level Sprinkler Fitter Certification (no trainees); Active NICET Level II in Water-Based Systems.	5 years (while holding NICET II) including legacy water systems fire pumps foam systems and manufacturer collaboration.	Document interpretation, functional pump/flow tests, troubleshooting, compliance, and component repairs.
Fire Pump Technician	WA EL06 Limited Energy System License (no trainees); Active NICET Level II in Water-Based Systems Layout	5 years in repair/maintenance of electric/diesel-driven fire pumps.	Calibrating pressure switches and relief valves, fire pump repair, and maintenance.
Kitchen Fire-Extinguishing Technician	ICC/NAFED certification for pre-engineered industrial fire-extinguishing systems	5 years in repair and maintenance of wet chemical systems.	ITM on kitchen suppression systems. (Must have a NICET Level II Fire Alarm Tech present to monitor the control panel).
Apprentices / Trainees	Active enrollment in a recognized state/national training program; Valid EL06 license	N/A (Entry/Support level)	Support approved NICET technicians. Cannot independently perform ITM or repairs. Must work under direct, continuous, on-site supervision of an EL06 + NICET Level II technician.

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1.5.9. Underwriters Laboratories offers several types of alarm system certification categories. The two UL certifications recommended are "Central-station Protective Signaling Services" and "Local, Auxiliary, Remote Station and Proprietary Protective Signaling Services."

1.6. Period of Performance: The Period of Performance (POP) shall be for one (1) Base Year of 12 months and four (4) Option Years of 12 months each.

1.9. Federal Observed Holidays: The following holidays are observed. The term "Federal Holiday" includes days on which Federal Holidays are observed in lieu of the actual holidays. The Contractor is not required to perform routine maintenance and repair services on holidays. The Contractor shall be required to respond to emergency maintenance and repair calls on holidays.

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

1.10. Hours of Operation: Normal working hours for routine maintenance and repair is between 0700-1600 Monday through Friday, except federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government-directed closures. The Contractor shall at all times maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when a Government facility is not closed for the above reasons.

1.11. Emergency Service Calls: Shall be performed during normal working hours.

1.12. Quality Control / Quality Assurance

1.12.1. Quality Control Program (QCP): The Contractor shall develop and maintain an effective QCP to ensure all services are performed IAW this PWS. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of deficiencies. The Contractor's QCP is how the Contractor assures that all work complies with contract requirements. The QCP is to be submitted to the Contracting Officer (KO) and COR by e-mail within ten (10) business days after contract award. Any changes made thereafter shall be submitted to the COR by e-mail within five (5) business days. After COR acceptance of the initial QCP, the Contractor shall receive the COR's acceptance in writing of any proposed change to the QCP. The Contractor shall provide the CS and COR copies of its Quality Control documentation quarterly within five (5) business days from the end of the quarter.

1.12.2. Quality Assurance Plan: The Government will evaluate the Contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan (QASP). This

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plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

1.12.3. Government Remedies: In the event that the Contractor fails to perform satisfactory services or fails to correct non-conforming services, the KO shall seek remedy in accordance with the contract clauses.

1.13. Security Requirements:

1.13.1. Physical Security: The Contractor shall safeguard all Government equipment, information and Lay Down property provided for Contractor use. At the close of each work period, Government facilities, equipment, and materials shall be secured.

1.13.2. Key Control: 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 to the COR.

1.13.3. In the event keys, other than master keys, are lost or duplicated, the Contractor shall, upon direction of the KO or COR, 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(s) due the Contractor.

1.13.4. The Contractor shall prohibit the use of Government issued keys 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 KO or COR.

1.14. <u>Display of Identification Badges</u>: Each Contractor employee shall wear a Government-furnished identification badge while performing work under the contract. All Government-furnished, and Fast Access identification badges shall be worn prominently on the upper front of the outer garment unless precluded by Occupational Safety & Health Administration (OSHA) regulation(s). Contractor-furnished identification badges shall not be used for access to any Government installation.

1.15. Post Award Conference / Periodic Progress Meetings: The Contractor shall attend any post award conference convened by the contracting activity. The KO, COR, and other Government personnel (as appropriate) shall meet Quartly with the Contractor to review the Contractor's performance. At these meetings the KO will apprise the Contractor of how the Government views the Contractor's performance

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and the Contractor shall apprise the Government of any issues being experienced. Appropriate action will be taken to resolve any outstanding issues that have been identified. The Contractor's participation at these meetings shall be at no additional cost to the Government.

1.16. Contracting Officer's Representative (COR): The COR will be identified by separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the functions identified in the letter of appointment issued to the COR and the Contractor. The COR is not authorized to change any of the terms and conditions of the resulting contract.

1.17. Anti-Terrorism (AT) / Operations Security (OPSEC

1.17.1. AT Level I Awareness Training: All Contractor employees, to include subcontractor employees, requiring access to Army installations, facilities, and controlled access areas, shall complete AT Level I Awareness Training within (3 0) calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The Contractor shall submit certificates of completion for each affected Contractor employee and subcontractor employee, to the COR or to the KO, if a COR is not assigned, within seven (7) calendar days after completion of training by all employees and subcontractor personnel. AT Level I Awareness Training is available at the following website: https://jkodirect.jten.mil

1.17.2 iWATCH Training: The Contractor shall brief the local iWATCH program to all of the Contractor's employees and associated subcontractor employees. This training is used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR/ACOR. The Contractor shall complete the training within thirty (30) calendar days of contract award and within five (5) calendar days of new employees commencing performance with the results reported to the COR NLT thirty (30) calendar days after contract award. iWATCH training can be found at the following website: https://www.dvidshub.net/video/583923/iwatch-2018.

1.17.3. OPSEC Training: Per AR 530-1 *Operations Security*, the Contractor employees must complete Level I OPSEC Awareness training within (10) business days after contract award. New employees must be trained within (30) calendar days of their reporting for duty and annually thereafter. These courses are available online at the following website: https://securityawareness.usalearning.gov/opsec/index.htm

1.17.4. Installation Access and General Protection/Security Policy and Procedures: Contractor personnel who require access to JBLM to perform work under any contract must obtain an Automated Installation Entry (AIE) access badge or a visitor's pass. Contractor personnel shall comply with applicable installation, facility, and area commander installation access and local security policies and procedures. The Contractor shall provide all information required for background checks to meet installation access requirements to be accomplished by the Directorate of Emergency Services (DES). All affected Contractor personnel shall comply with all personal identity verification requirements as directed by DOD, HQDA and/or local policy. Should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government will require changes in Contractor security matters or processes.

For Contractors not eligible for a Common Access Card (CAC), but require access to a DoD facility

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or installation, the Contractor and all associated subcontractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by a Government representative), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

1.17.5. Controlled Unclassified Information (CUI) Training: All contractor employees, including subcontractor employees, shall complete DoD mandatory Controlled Unclassified Information (CUI) training within Thirty (30) calendar days after contract award and every two (2) years thereafter. The Contractor shall provide proof of completion, to the COR within seven (7) calendar days after completion of training by all employees and subcontractor personnel. New employees shall be trained within 30 calendar days of their hiring and every two (2) years thereafter. CUI training is available at the following website: **https://securityawareness.dcsa.mil/cui/**

1.18. Emergency Services and Emergency Medical Treatment: FOR IMMEDIATE EMERGENCY PERSONNEL RESPONSE DIAL 911. The Contractor shall have competent personnel trained and capable of dealing with minor personnel injuries. Madigan Army Medical Center (MAMC), Bldg. 9040 is available as the first point of emergency medical care for injuries occurring on the installation. Fees associated with emergency medical treatment are the sole responsibility of the Contractor and are not reimbursable. Contractor personnel shall immediately notify their supervisor, whenever possible, of any accident requiring emergency medical treatment. The Contractor shall, in turn, notify the COR by telephone and email not later than one (1) hour following the incident

1.18.1. Accident and Damage Report: Contractor shall provide a verbal report to the COR as soon as possible but not later than four (4) hours after each occurrence of damage to Government property or an accident resulting in death, lost workday, injury, occupational disease, or adverse environmental impact. Provide a completed copy of required Accident Investigation Reports to the COR within five (5) calendar days of each occurrence. Comply with Occupational Safety and Health Administration (OSHA) and EM 385-1-1, Section 1, for record keeping and reporting of all accidents. ACCIDENT AND DAMAGE REPORT FORMS: Where specific OSHA or EM 385-1- 1 forms are not required, use forms of the Contractor's own design.

1.19. 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 KO. 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.

1.20. Environmental

1.20.1. Environmental Management System (EMS): The JBLM EMS conforms to the criteria defined

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in the International Standard, ISO 14001:2004 Environmental management systems – Requirements with guidance for use. In accordance with EMS procedures, the Contractor shall be familiar with the JBLM environmental policy and shall ensure that this information is considered and incorporated into this project. Additional information regarding the JBLM EMS is available from the installation EMS Coordinator (253-966-6470). Both the JBLM environmental policy and an environmental awareness training resource are available at the JBLM EMS webpage: https://home.army.mil/lewis-mcchord/index.php/my-Joint-Base-Lewis-Mcchord/all-services/public_works-environmental_division

1.20.2. Sustainable Acquisition: In order to comply with federally mandated sustainable acquisition requirements and Department of Defense (DOD) and Department of the Army (DA) Green Procurement Program (GPP) policies, JBLM requires the purchase, supply, and use of environmentally preferable products and services. Program elements include recovered material products, energy and water efficient products, alternative fuels and fuel efficiency, bio-based products, non-ozone depleting substances, and environmentally preferable products. For a listing of designated items, associated requirements and managing program websites, see https://sftool.gov/greenprocurement. The Contractor shall comply with all applicable Federal, DOD, Army, and JBLM sustainable acquisition laws and policies. If compliant products are unavailable or determined to be impracticable based on cost or performance, the Contractor shall contact the KO or their representative for further guidance. Additional information is available from the JBLM Sustainable Acquisition Program at (253) 966-6466.

1.20.3. Hazardous Materials: For any hazardous materials, the Contractor shall submit an initial list of hazardous materials to be used (including unit of measure and Safety Data Sheet for each product). A copy of these documents shall be submitted to the JBLM Pollution Prevention Program (usarmy.jblm.id-readiness.list.dpw-aul1@army.mil) prior to commencement. These items must be reviewed by Pollution Prevention and authorized for use by addition to the Contractor's Authorized Use List (AUL). The Contractor shall not use any hazardous materials not listed on their current AUL. The Contractor shall submit a hazardous material inventory on HJB Form 953 noting the hazardous materials used, the units of measure, quantities used, storage locations, and other information indicated on the form. This inventory shall be submitted by the 15th day following the calendar year quarter in which the hazardous materials were used or stored on JBLM. All HJB 953 inventories shall be submitted electronically and addressed to the KO or COR with usarmy.jblm.id-readiness.list.dpw-hm-inventory1@army.mil included in the carbon copy ("Cc") line of the email. Questions regarding the form may be directed to the JBLM Pollution Prevention Program at (253) 966-6469. The current HJB Form 953 is available at Section 01 57 19 of the JBLM Design Standards (https://www.jblmdesignstandards.army.mil/).

1.20.4. Wastewater: Disinfectant and some cleaning products are sensitive pollutants for the Wastewater Treatment Plant given the biological processes involved. Should any discharge of wastewater into the sanitary sewer system be necessary, a Temporary Discharge Permit must be approved prior to discharging. The application form can be obtained online at the Pretreatment website (https://home.army.mil/lewis-mcchord/index.php/my-Joint-Base-Lewis-Mcchord/all-services/public_works-environmental_division/wastewater) or by emailing Pretreatment at usarmy.jblm.imcom-central.list.dpw-pretreatment@army.mil.

1.20.4.1. In accordance with JBLM Reg. 200-2, any wastewater generated must be collected, processed, characterized, and disposed of into the JBLM sanitary sewer system or other authorized disposal method. Prior to disposal, wastewater characterization must at a minimum include pH, Oil and Grease, BOD, and

TSS analysis by a NELAC accredited laboratory. Additional analyses may be required if non-conventional wastes or hazardous materials are potential contaminants. Results shall be submitted for review and approval by Public Works.

1.20.4.2. Flushing sprinkler systems: Must be managed in such a way that contaminated water shall be disposed of in a manner consistent with the Clean Water Act, JBLM Regulation 200-2, and JBLM National Pollutant Discharge Elimination System (NPDES) permits. At no time shall the wastewater be discharged to the ground or storm sewer system. All wastewater generated during fire alarm suppression and sprinkler flushing maintenance shall be collected and tested for contaminants prior to disposal. Based upon sampling results, either a JBLM temporary discharge permit may be requested and approved to discharge the wastewater to JBLM sanitary sewers, or if not approved, the Contractor shall proceed to collect the wastewater in portable tanks to be sent offsite for disposal as required.

1.20.5. Lead-Containing Paint: If repair work is required on a system and the repair requires penetration of the building structure, prior to the repair, the Contractor shall perform a complete lead paint inspection of all areas affected by the work described in this PWS in accordance with all Federal and Local regulations. A Certified Lead Paint Inspector shall perform the inspection. The inspection documentation shall comply with Federal and Local regulations and shall include identification of all lead paint, its location, quantity, and percentage by weight and Toxic Characteristic Leaching Procedure (TCLP) characteristics. No penetration will be done without COR notification.

1.21. Anti-Idling: The Contractor shall monitor its use of vehicles and other energy consuming equipment for abuse and unnecessary use beyond that needed to perform the services in accordance with this PWS. The Contractor shall turn off engines when vehicles and equipment are parked, or a driver/operator is not at the controls unless maintenance operations require the engine to be idling. The Contractor shall idle engines for no longer than is necessary to produce sufficient temperature and pressure for vehicle operation.

1.22. LAND RESOURCE. A lay-down area will be provided at no charge upon request by the Contractor for use in performing this contract, subject to the normal Directorate of Public Works permitting process. (a) The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the lay-down area, which are not to be removed. The Contractor shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the COR. (b) The Contractor shall protect from damage all existing improvements and utilities (1) at or near the lay- down area, and (2) on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in utilizing the lay-down area. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

1.23. OPERATIONS AND STORAGE AREAS: (a) The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized by the Government. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability

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of any nature occasioned by the Contractor's performance (b) Temporary buildings (e.g., storage sheds, shops, offices) and utilities may be erected by the Contractor only with the approval of the COR and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. Facilities shall meet all fire code requirements and provide adequate ventilation, containment, and protection from the elements. Provide warning signs, limit access to the facility, and lock it when it is unattended. The Contractor shall pay for the hook up and use of all utilities at the lay-down area. Do not use the lay-down area provided by the Government for any purpose other than in the performance of this contract. No materials shall be stored in vehicles overnight or for any length of time. (c) When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation.

PART 2
DEFINITIONS
& ACRONYMS

2. Definitions and Acronyms

2.1. Definitions

2.1.1. Contractor: A supplier or vendor awarded a contract to provide specific supplies or service to the Government. The term used in this contract refers to the prime.

2.1.2. Contracting Officer (KO): A person duly appointed with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings on behalf of the Government. The KO is the only individual who can legally bind the Government.

2.1.3. Contracting Officer's Representative (COR): An individual designated in writing by the KO to perform specific contract administration functions. The KO has the overall responsibility to ensure that all requirements of law and regulation are followed for this contract. However, as the KO's representative, the COR is delegated the authority to monitor compliance and performance of the Contractor and its employees under this contract. The COR will attempt to resolve compliance or performance issues with the Contractor but, failing resolution, will report them to the KO. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates, or delivery dates. Other than the KO, the COR is the only Government employee who may direct the flow of technical matters between the Government and the Contractor. Therefore, while the COR can and must make technical decisions, the COR shall not take any action unless it is clearly authorized by the COR designation letter or by terms of this contract. This individual does NOT have the authority to change the terms and conditions of the contract.

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2.1.4. Defective Service: A service output that does not meet the standard of performance associated with the PWS.

2.1.5. Deliverable: Something that can be delivered; may be a physical item or a non-manufactured thing such as meeting minutes or a report.

2.1.6. Fire Alarm and Suppression Supervisor: The Fire Alarm and Suppression Supervisor is a technical and leadership professional responsible for overseeing the installation, inspection, testing, maintenance, and repair of fire alarm systems and fire suppression systems within a facility or across multiple locations. They are the Government direct point of contact for all technical questions. This role ensures that all life safety systems comply with contract requirements, applicable codes, standards, and regulatory requirements, and manufacturer specifications

2.1.7. Full Service Maintenance, Repair, and Replacement: A comprehensive, all-inclusive service model in which the contractor is fully responsible for keeping all fire alarm and fire suppression systems in proper working order. Under this model, the contractor provides all labor, materials, parts, tools, testing, inspections, emergency response, and system component replacements necessary to maintain the systems in compliance with applicable codes, standards, and manufacturer requirements.

2.1.7.1. This service level ensures that the Government incurs no additional cost for routine maintenance, corrective repairs, or replacement of failed or end-of-life components, except where specifically excluded in the contract.

2.1.8. Impairment: An impairment is a condition where a fire protection system, or a part of it, is not functioning as intended and may not work during a fire. This can include a complete shutdown or a partial one.

2.1.9 Out-of-Service: The term "out-of-service" is often used interchangeably with impairment. It describes a state where a fire protection system is not operational and cannot provide the level of protection it was designed for.

2.1.10. Over and Above Work: Reference Department of Defense Federal Acquisition Regulation Supplement (DFARS) clause 252.217-7028, Over and Above Work. Work discovered during the course of performing maintenance and repair efforts that is not covered by the line item(s) for the basic work under the contracts within the general scope of the contract; and is necessary in order to satisfactorily complete the contract. See paragraph 5.3. for specifics covered under Over and Above Work.

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

2.1.12. Quality Control: All necessary measures taken by the Contractor to assure that the quality of an end product or service meets contract requirements.

2.1.13. Subcontractor: One that enters into a contract with a prime Contractor. The Government does not have privity of contract with the subcontractor.

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2.1.14. Privity of Contract: This means the government's legal agreement is solely with the Prime Contractor. The government cannot directly direct, manage, or pay the subcontractor; the Prime Contractor is entirely responsible for managing and integrating the subcontractor's work and ensuring they meet the PWS standards

2.2. Acronyms:

ACOR	Alternate Contracting Officer's Representative
AFCESA/CES	Air Force, Air Force Civil Engineer Support Agency / Civil Engineering Support Directorate
AEI	Automated Installation Entry
AT	Anti-Terrorism
ADA	Americans with Disabilities Act
AUL	Authorized Use List
CAD	Computer-Aided Design
COR	Contracting Officer's Representative
CS	Contracting Specialist
CUI	Controlled Unclassified Information
DES	Directorate of Emergency Services
DOD SAFE	Department of Defense Secure File Access Exchange
FACP	Fire Alarm Control Panel
FAR	Federal Acquisition Regulation
FARS	Fire Alarm Reporting Systems
FASS	Fire Alarm and Suppression Systems
FPO	Fire Prevention Office
FY	Fiscal Year
FPCON	Force Protection Condition
GFP	Government-Furnished Property
GPP	Green Procurement Plan
HJB	Headquarters, Joint Base
HQDA	Headquarters, Department of the Army
ICC	International Code Council
HM	Hazardous Material
HW	Hazardous Waste
IAW	In Accordance With
ISO	International Organization for Standardization
ITM	Inspect, Test, Maintain
JBLM	Joint Base Lewis-McChord
KO	Contracting Officer
LSSM	Life Safety System Manager
NAFED	National Association of Fire Equipment Distributors
NCIC-III	National Crime Information Center Interstate Identification Index
NEPA	National Environmental Policy Act

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NFPA	National Fire Protection Association
NPDES	National Pollutant Discharge Elimination System
OCI	Organizational Conflict of Interest
OEM	Original Equipment Manufacturer
OSHA	Occupational Safety and Health Administration
OPSEC	Operations Security
PM	Project Manager
POC	Points of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Plan
RCM	Reliability-Centered Maintenance
RCW	Revised Code of Washington
SDP	Service Delivery Plan
SO	Service Order
SOCAR	Service Order Corrective Action Report
TCLP	Toxic Characteristic Leaching Procedur
TE	Technical Exhibit
TSDB	Terrorist Screening Database
TWCF	Transportation Working Capital Fund
UFC	Unified Facilities Criteria
UFGS	Unified Facilities Guide Specifications
UL	Underwriters Laboratories
WCS	Wet Chemical System
YTC	Yakima Training Center

PART 3
GOVERNMENT-FURNISHE D PROPERTY, EQUIPMENT, AND SERVICES

3.1 Government-Furnished Items and Services: None.

PART 4
CONTRACTOR-FURNISHED ITEMS AND SERVICES

4 .1 . General: The Contractor shall furnish all supplies, equipment, facilities, and services required to perform work under this contract that are not listed under Part 3 of this PWS.

4 .2 . Materials: The Contractor shall furnish all materials, supplies, and equipment necessary to meet the requirements under this PWS. The Contractor shall ensure that all parts are warranted against defects or failure for a minimum period of one (1) year. The Contractor

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shall replace any new or replaced part that fails within one (1) year after installation, including labor, at no additional cost to the Government.

4 .3 . Parts: The Contractor shall notify and coordinate with the COR when parts are not available within three (3) working day. The Contractor shall provide the following information: parts required, estimated time of parts arrival, and the estimated completion time of the repair.

PART 5
SPECIFIC TASKS

5.1. Governing Directives and General Requirements: All inspection, testing, and maintenance (ITM) and repair work shall be performed in strict accordance with UFC 3-601-02, Fire Protection Systems Inspection, Testing, and Maintenance, Change 1, dated 18 April 2025, and AFCESA/CES Technical report 01-10. The ITM tasks and frequencies established in UFC 3-601-02 shall take precedence over all other standards.

5.1.1 Foundational Standards: National Fire Protection Association (NFPA) standards are applicable only as referenced and modified by UFC 3-601-02.

5.1.2. Procedural Basis: The methodology for developing the ITM tasks in this PWS is based on the reliability-centered maintenance (RCM) principles outlined in AFCESA/CES Technical Report 01-10, which aims to achieve a 99% operational reliability for all fire protection features

5 .2. Service Delivery Plan: The Contractor shall submit a comprehensive Service Delivery Plan (SDP) within 30 days of contract award. The SDP shall be reviewed quarterly and updated within 5 working days of any change in governing standards, key personnel, or service methodology. The SDP is the primary operational plan for all Inspection, Testing, and Maintenance (ITM) and must be a living document. In alignment with the PWS introduction, this SDP gives special emphasis to the sustainment of obsolete and legacy systems. The Contractor shall detail its specialized strategy for this equipment throughout the plan. The SDP must detail the following components:

5.2.1. Compliance: Describe the methodology for ensuring and documenting full compliance with all governing standards, including UFC 3-601-02, AFCESA/CES Technical report 01-10, and NFPA.

5.2.2. ITM Schedule: Provide a 12-month facility scheduling plan based on TE-1. The schedule shall prioritize risk assessments for legacy systems to proactively identify sustainment issues and shall include testing of dry pipe sprinkler systems only during approved seasons.

5.2.3. Staffing & Qualifications: The Contractor shall submit a comprehensive Staffing Plan with its proposal, identifying all proposed roles, required NICET levels, professional certifications, and technical licenses.

5.2.3.1 Key Personnel Designation and Requirements: The Contractor shall designate as 'Key Personnel' the specific individuals responsible for the legacy systems identified in the system inventory. The Contractor must demonstrate these individuals' qualifications by submitting professional resumes

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proving a minimum of five (5) years of documented, direct field experience troubleshooting and servicing the exact legacy system makes and models identified in the inventory.

5.2.3.2 Sourcing Plan for Legacy Parts: The Contractor shall submit a written, established Supply Chain Methodology outlining the specific procedures and verified sources to be used for procuring obsolete or discontinued replacement parts for these legacy systems.

5.2.3.3 Key Personnel Substitution Procedures: The Contractor shall not replace designated Key Personnel without the express, prior written consent of the Contracting Officer (KO) and the Contracting Officer's Representative (COR). Any proposed replacement personnel must meet or exceed the exact NICET levels, certifications, licenses, and specific legacy system experience of the original personnel approved at contract award. The Contractor shall submit resumes for proposed replacement personnel to the COR and KO for evaluation and approval a minimum of fifteen (15) calendar days prior to the planned substitution date."

5.2.4. Service Methodology: The Contractor shall submit a comprehensive Service Methodology plan detailing all standard operating procedures for Inspection, Testing, and Maintenance (ITM), corrective repairs, deficiency management, and system restoration.

5.2.4.1 Legacy System Methodology: The Service Methodology shall include a dedicated annex specifically addressing legacy systems. To ensure continuous operation of unsupported systems, the Contractor shall explicitly document their methodology, which shall include at a minimum:

5.2.4.1.1. Specific Diagnostic Protocols: Detailed descriptions of the proprietary or specialized diagnostic tools and step-by-step procedures used to isolate faults on unsupported legacy equipment.

5.2.4.1.2. Component-Level Repair Procedures: Documented methods for repairing individual components or circuit boards when full modular replacements are obsolete.

5.2.4.1.1 Alternative Parts Sourcing: The Contractor's established, verifiable processes for procuring refurbished, aftermarket, or substitute components when Original Equipment Manufacturer (OEM) components are permanently unavailable.

5.2.4.1.1 Compliance and Certification: The Contractor shall explicitly detail how any non-OEM, refurbished, repaired, or fabricated parts will be tested to ensure they maintain compliance with applicable National Fire Protection Association (NFPA) codes and Underwriters Laboratories (UL) or Factory Mutual (FM) listings prior to installation.

5.2.5. Reporting & Records: The Contractor shall develop, document, and execute a comprehensive process for all required documentation, including Unified Facilities Criteria (UFC)-compliant reports, deficiency tracking logs, and record retention protocols.

5.2.5.1 Legacy System Sustainment Reporting: All Inspection, Testing, and Maintenance (ITM) reports submitted for legacy systems shall include a formalized Long-Term Sustainment Risk Assessment. This assessment shall explicitly document:

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5.2.5.1.1. Parts Availability: The current market availability of OEM and certified aftermarket replacement components.

5.2.5.1.2. Lifecycle Estimation: The estimated remaining operational lifecycle of the specific system based on observed failure rates and manufacturer support status.

5.2.5.1.3. Strategic Recommendations: Actionable recommendations for future sustainment, to include estimated timelines and rough order of magnitude (ROM) costs for planned replacements or targeted modular upgrades.

5.2.6. Quality Control Plan (QCP): he Contractor shall submit and strictly adhere to a comprehensive Quality Control Plan (QCP) detailing their internal methodology for meeting or exceeding the Acceptable Quality Levels (AQLs) established in the contract's Performance Requirements Summary (PRS).

5.2.6.1 Mandatory QCP Components: The QCP shall, at a minimum, explicitly define and detail the following:

5.2.6.1.1. Internal Audits: The exact frequency, scope, and checklists for internal quality audits conducted against applicable NFPA, UFC, and industry safety standards.

5.2.6.1.2. Performance Metrics: The specific Key Performance Indicators (KPIs) utilized to track equipment reliability and operational uptime.

5.2.6.1.3. Corrective Action Plans (CAP): The Contractor's documented, step-by-step process for identifying, tracking, and correcting service defects or non-conformances within contractually mandated timelines.

5.2.6.1.4. Legacy System Validation: The specific system validation and functional testing procedures required to ensure full life-safety compliance immediately following the servicing, repair, or component replacement on legacy equipment."

5.2.7. Safety Plan: Describe all safety procedures, including lockout/tagout and impairment management.

5.3. Initial System Inventory and Readiness Audit: During the base period of performance, the Contractor shall conduct a one-time, comprehensive condition assessment of all fire alarm and fire suppression systems. This assessment shall be performed concurrently with regularly scheduled Inspection, Testing, and Maintenance (ITM) activities to maximize efficiency. The purpose of this effort is to establish a definitive system baseline, validate and correct all government-provided documentation, and identify any pre-existing operational impairments. This audit includes a thorough review and field verification of all associated fire alarm system floor plans. The Contractor shall compare existing drawings to the actual on-site locations of all initiating devices, notification appliances, and control equipment. The objective is to produce a set of accurate as-built drawings that will aid technicians in the efficient execution of future ITM and troubleshooting. The complete comprehensive assessment deliverable package, which includes the System Condition Assessment

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Report, the revised Technical Exhibits, and the red-lined drawings, shall be submitted to the Contracting Officer's Representative (COR) for review and acceptance no more than ten (10) calendar days after the end of the month in which the assessment was completed.

5.3.1 Comprehensive Assessment Deliverables: The Contractor shall generate and deliver the following three items:

5.3.2. System Condition Assessment Report SCAR: This report shall detail the operational status and physical condition of every system. At a minimum, this report must include: A summary of findings for each assessed system. A detailed Impairment Log identifying every deficient or non-functional component, including its location, a description of the deficiency, and the associated risk. An analysis of any systems with component obsolescence issues, including recommendations for remediation.

5.3.3. Revised Technical Exhibits (TEs): The Contractor shall provide fully revised versions of Technical Exhibits A through Q, corrected to accurately reflect the as-found condition and inventory of all systems.

5.3.4. Verified and Red-Lined As-Built Drawings: The Contractor shall deliver a complete set of floor plans, marked up ("red-lined") to accurately document the as-built locations of all fire alarm system components verified during the on-site assessment.

5.4. Scheduling and Coordination: The Contractor holds sole responsibility for the successful coordination of all scheduled ITM and repair activities. The Contractor shall implement and maintain the following multi-step process in PWS section 5.4.1. – 5.4.5 to ensure all parties are notified and access is granted with minimal disruption.

5.4.1. POC Identification and Continuous Validation: The Contractor shall establish and actively maintain a comprehensive list of primary and alternate government Points of Contact (POCs) for each facility who are responsible for scheduling and granting building access. Recognizing the dynamic nature of personnel on a military installation, the Contractor is responsible for continuously verifying and updating this master POC list throughout the entire period of performance. This list shall be validated, at a minimum, on an annual basis and updated immediately whenever a change is identified through communication or a missed appointment

5.4.2. On-Site Public Notification: No later than fifteen (15) working days before the scheduled work, the Contractor shall post informational signage at all primary facility entrances. The signage must clearly state the date and timeframe of the planned ITM activity.

5.4.3. Advance Scheduling and Confirmation: For every scheduled ITM event at a facility, the Contractor shall: Send an initial scheduling request via email to the currently confirmed facility POC no less than seven (7) calendar days in advance. Send a follow-up confirmation email to the facility POC 24 hours prior to the scheduled service.

5.4.4. Missed Appointment Protocol: If a scheduled appointment is missed due to the unavailability of the Government facility POC, the Contractor shall make one (1) attempt to reschedule the visit directly with the POC at no additional cost to the Government.

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If the Contractor is unable to successfully reschedule the visit within two (2) business days of that initial attempt, the Contractor shall immediately notify the COR in writing. The Government will then coordinate access and provide a revised schedule. The Contractor is not authorized to suspend work or claim additional travel/labor costs without written authorization from the Contracting Officer (KO).

5.4.5. Overarching Notification: In addition to facility-level coordination, the Contractor shall provide overarching notification to the Joint Base Lewis-McChord (JBLM) Directorate of Emergency Services (DES) Fire Inspection Branch and the designated government POC for the Yakima Training Center (YTC) for all work occurring in their respective areas. At the conclusion of each day's work, the Contractor shall provide a status update to the facility POC, informing them whether the work is complete or is scheduled to continue on a subsequent workday.

5.5. Inspection, Testing, And Maintenance (ITM) Program:

5.5.1 Governing Standards: All Inspection, Testing, and Maintenance (ITM) tasks, procedures, and frequencies shall be governed by Unified Facilities Criteria (UFC) 3-601-02, Fire Protection Systems Inspection, Testing, and Maintenance, including Change 1 dated 18 April 2025.

5.5.2. Intervals And Execution: The Contractor shall establish the required ITM interval for each fire protection system based on TE-A. The Contractor shall adhere to this master schedule for all planned intervals. If a circumstance prevents a scheduled ITM for a specific system, the Contractor shall submit an email request to the Contracting Officer's Representative (COR) to receive approval for an interval frequency adjustment before proceeding.

5.5.3. Integrated System Testing Requirement: The Contractor shall test each facility as a single, integrated life safety system. **All ITM for a facility's interconnected fire alarm, suppression, and notification systems must be performed simultaneously.** The fire alarm, fire sprinkler, and fire pump technicians must be on-site concurrently to conduct comprehensive, end-to-end testing of all cause-and-effect logic.

5.5.3.1. Functional Testing: Simulating conditions by shorting or jumping circuits is strictly prohibited. The Contractor must perform full functional testing by activating initiating devices to verify they transmit a signal and that the corresponding notification and suppression functions operate as designed.

5.5.3.2. Winter Exception: In accordance with NFPA 25, the functional tripping of dry-pipe sprinkler systems is prohibited during freezing weather conditions.

5.5.4. Work Area Cleanliness: The Contractor is responsible for ensuring all work areas are left clean. All Contractor-caused debris, spills, or soiling of the area shall be remediated at the end of each workday.

5.6. Scope Of Systems: The Contractor shall perform all Inspection, Testing, and Maintenance (ITM) tasks for the systems listed below in accordance with the intervals defined in the Unified Facilities Criteria (UFC) and the 20-Year Building Cycle. The Government reserves the right to add or delete

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UFC tables. At a minimum, the scope includes the following tables:

5.6.1. Fire Alarm Systems:

5.6.1.1. Table 2-1 Fire Detection and Alarm System ITM Tasks: Includes annual, 2, 5-year ITM tasks, carbon monoxide detectors replacement is included with the 5-year ITM. Excludes battery load testing, but verifying battery voltage is included with the annual.

5.6.1.2. Elevator Extinguishers: For all facilities with elevators (~88 on JBLM), the Contractor shall service the fire extinguisher in the machine/control room annually in accordance with NFPA 10. The Contractor shall coordinate with the Vertical Transportation Equipment (VTE) Contractor for testing.

5.6.1.3. Table 2-2 Mass Notification System ITM Tasks: Includes annual and 2-year ITM task.

5.6.1.4. Table 2-29 Fire and Smoke Barrier Opening Protection ITM Tasks: Includes the Annual ITM only. Replacement of fusible links is incidental to the ITM cost, and the Contractor is responsible for resetting all doors.

5.6.2. Fire Pumps:

5.6.2.1. Table 2-7 Fire Pumps ITM Tasks: Excludes monthly and Semi-Annual ITM requirements. Includes annual, 2 and 5-year ITM task, place gauges with 5-year ITM.

5.6.2.2. Fuel Degradation Testing: Diesel fuel for fire pumps shall be tested for quality once every two years IAW ASTM D975. A single comprehensive report shall be submitted per testing cycle. Refer to TE-1 for the quantity of diesel pumps.

5.6.3. Water Based Systems:

5.6.3.1. Table 2-9 Standpipe System ITM Task: Excludes monthly, Semi-Annual ITM requirements.

5.6.3.2. Table 2-10 Wet Pipe Sprinkler Systems ITM Tasks: Excludes monthly, and 10-Year dry barrel sprinkler replacement, 20 and 50-year ITM requirements.

5.6.3.3. Table 2-11 Dry Pipe Automatic Sprinkler Systems ITM Tasks: Excludes monthly, and 10-Year dry barrel sprinkler replacement, 20 and 50-year ITM requirements.

5.6.3.4. Table 2-12 Deluge Sprinkler Systems ITM Tasks: Excludes monthly, ITM requirements.

5.6.3.5. Table 2-13 Pre-Action Automatic Sprinkler System ITM Tasks: Excludes monthly ITM, 10-year dry sprinkler dry sprinkler requirements and 20-year requirements.

5.6.3.6. Table 2-14 Nitrogen Generation Systems ITM Tasks: Excludes Monthly ITM requirements.

5.6.3.7. Table 2-16 High Pressure Water Mist Systems ITM Tasks: Excludes weekly ,5-12 year and

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2-year ITM requirements.

5.6.3.8. Table 2-17 Low-Expansion Foam Systems for Flammable Liquid Tanks ITM Task:

5.6.3.9. Table 2-18 Foam Spray and Sprinkler Systems ITM Tasks:

5.6.3.10. Table 2-19 Foam Monitor Nozzle Systems ITM Tasks:

5.6.4. Kitchen Hood Exhaust Fire Systems: Contractor shall maintain wet chemical system (WCS) kitchen hood exhaust fire suppression systems with alarm interconnects on an ITM schedule. The ITM and repairs shall ensure maximum operational capability.

5.6.4.1. Table 2-23 Wet Chemical; Systems ITM Task: Includes 5-12 year requirements conduct with the facility -5-year requirement.

5.6.5. Systems Acceptance Test: This CLIN is used for acceptance testing to include fire alarm, mass notification, fire sprinkler and fire suppression systems to verify system are fully operational and document systems components. The average time to test facilities on JBLM is estimated to be four (4) hrs. The contractor shall provide COR with a written deficiency report listing items that need to be corrected before the inspected and tested systems can be considered code compliant and fully operational.

5.7. Impairment Management: When any fire protection system or component becomes impaired or out of service, the Contractor shall immediately notify the Contracting Officer's Representative (COR), the Fire Prevention Office (FPO), and the affected building/facility manager or Point of Contact (POC). Notification shall identify the affected system and components, the cause of the impairment, the expected duration, and any compensatory measures. Email notification shall be provided within one working day.

5.7.1. Impairment / Out-of-Service Tagging: The Contractor shall place "Impaired" or "Out of Service" tags at all required system control points, including but not limited to control valves, Fire Alarm Control Panels (FACPs), fire pump controllers, sprinkler risers, and suppression system cylinders. Tags shall be durable, weather-resistant, and clearly legible, and shall include the designation, system name and location, date and time the impairment began, Contractor name, responsible technician, and contact information. The Contractor shall also post the required "System Out-of-Service or Impaired" sign in a conspicuous location in accordance with UFC Figure 1-1.

5.7.2. TE-8 Impairment Log: The Contractor shall maintain a real-time impairment log (TE-8) accessible to the COR and FPO. The log shall be maintained for the duration of the contract and submitted with weekly and deliverables as specified in Sections XXXX. The log shall be maintained in Excel format and configured for 11" × 8 ½" printing.

5.8. ITM Reporting and Documents:

5.8.1. ITM Reports: The Contractor shall prepare Testing, and Maintenance (ITM) reports in accordance with UFC 3-601-02, using TE-7 UFC ITM Report Templates and this PWS, documenting

all ITM activities performed and including system identification, ITM tasks completed dates and times of service, findings and observations, test results with measured values, maintenance actions taken, identified deficiencies or impairments with recommended corrective actions, supporting documentation such as photos or calibration records, and required certifications and signatures.

5.8.1.1 FACP ITM Report Placement: The Contractor shall place an ITM Report into the Fire Control Panel (FACP) documentation repository within three (3) working days after completing each ITM activity. This report shall include Quality Control (QC) validation of all ITM actions performed and confirmation that no new alarms or system troubles exist at the Fire Alarm Control Panel (FACP).

5.8.2. Wall-Mounted Documentation Depository: The contractor shall provide a wall-mounted documentation depository shall be compact, durable, and easily accessible storage solution specifically suited for fire alarm and suppression ITM reports, securely holding up to 150 letter-size pages while keeping critical inspection, testing, and maintenance records organized, visible, and readily available for compliance reviews or emergency reference. This document repository shall be located in close proximity to the FACP. This shall be included in the cost of the FACP system ITM.

5.8.3. Fire Alarm and Suppression As-Built Drawings: The Contractor shall provide basic fire alarm and suppression system as-built drawings to support efficient inspection, testing, maintenance, and troubleshooting activities. Each drawing shall be laminated for durability, sized at 11” x 17”, and permanently secured at the designated location using a fixed cable anchor to ensure continuous availability for facility personnel, inspectors, and emergency responders. This shall be included in the cost of the FACP system ITM. Development of Fire Alarm and Suppression As-Built Drawings is addressed separately in Paragraph 5.13 Fire Alarm and Suppression As-Built Drawings.

5.8.3.1. Updating FASS As-Built Drawings: When directed by the Contracting Officer (KO) or Contracting Officer's Representative (COR) to address incomplete or inaccurate documentation, the Contractor shall generate new or update existing FASS as-built drawings to accurately reflect the true physical configuration and installed equipment of the specified facility. This work shall be executed and invoiced under the designated FASS As-Built Drawing Contract Line Item Number (CLIN) 0001AB on a per-sheet basis. The Government will provide existing Computer-Aided Design (CAD) files or CAD-formatted floor plans, along with the authorized sheet count. The Contractor shall deliver the final updated CAD files, a consolidated PDF file, and physical printed drawings in strict accordance with PWS Paragraph 5.8.3.

5.9. Full-Service ITM Maintenance and Repairs:

5.9.1. ITM Repairs: The Contractor is responsible for troubleshooting and repairing all Fire Alarm and Suppression System (FASS) deficiencies, impairments, or ground faults identified during scheduled inspections, testing, and maintenance (ITM) activities. The Contractor shall correct any maintenance deficiencies or impairments immediately during the ITM and restore affected systems or components to full operational condition in compliance with applicable codes, standards, and manufacturer requirements and includes 5-year battery replacement.

5.9.1.1 ITM Corrective Action Report (ITMCAR): The Contractor shall provide a detailed report for each service order and repair occurrence. This report must outline the issue, the corrective action

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taken, and a detailed cost breakdown of all labor and materials including subcontract labor and materials. The report must be submitted to the COR within 48 hours of work completion, following the format specified in TE-M, Corrective Action Report.

5.9.2. ITM Cost Limitations

5.9.2.1. ITM Cost Limitation for Parts and Materials: The cost for parts and materials, up to an initial $2,500.00, shall be included in the cost of the Full-Service ITM Maintenance & Repairs CLIN 0001AA. The Contractor's total expenditure for all parts and materials shall not exceed an aggregate limit of $150,000.00 per 12-month period of performance (for the base year and each option year).

5.9.2.2. ITM Cost Limitation for Labor: Sixteen (16) hours of labor are included in the cost of the Full-Service ITM Maintenance & Repairs CLIN 0001AA. All technicians performing work must be certified by the National Institute for Certification in Engineering Technologies (NICET), as required in PWS Section 1.6.13, and must be approved. The cost of apprentice labor is not included for diagnosis and repairs. The Contractor's total expenditure for labor shall not exceed an aggregate limit of 960 hours per 12-month period of performance (for the base year and each option year).

5.9.2.3. WCS Cost Limitation for Parts and Materials: The cost for parts and materials, up to an initial $2,500, shall be included in the cost of the Full-Service ITM Maintenance & Repairs CLIN 0001AA. The Contractor's total expenditure for all parts and materials shall not exceed an aggregate limit of $25,000.00 per 12-month period of performance (for the base year and each option year).

5.9.2.4. WCS Cost Limitation for Labor: Sixteen (16) hours of labor are included in the cost of the Full-Service ITM Maintenance & Repairs CLIN 0001AA. All technicians performing work must be certified by the National Institute for Certification in Engineering Technologies (NICET), as required in PWS Section 1.6.13, and must be approved. The cost of apprentice labor is not included for diagnosis and repairs. The Contractor's total expenditure for labor shall not exceed an aggregate limit of 250 hours per 12-month period of performance (for the base year and each option year).

5.9.2.5. Troubleshooting and Repair Timelines: Troubleshooting for identified deficiencies shall be completed within three (3) working days of discovery. All subsequent repairs shall be completed within thirty (30) working days of the system ITM.

5.9.2.6. Troubleshooting Exceeding Cost Limitations: If troubleshooting is projected to exceed the allocated labor cost, the Contractor shall report the situation to the COR via email within one (1) workday. This report must include a revised or new Service Order request for additional labor hours to complete the troubleshooting.

5.9.3. 5-Year Battery Replacement:

5.9.3.1. 5-Year Battery Replacement: The Contractor shall perform five-year battery replacement for all fire alarm system batteries in accordance with UFC 3-601-02, NFPA 72, and manufacturer specifications. The Contractor shall coordinate battery replacement activities with facility ITMs at 5, 10, 15, and 20-year intervals. Battery replacement shall be completed prior to performing the ITM.

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5.9.3.2. Disposal: The Contractor shall properly dispose of all removed batteries in accordance with federal, state, and local environmental regulations. Documentation of proper disposal shall be included in the monthly report.

5.9.3.3. Battery Specifications: Replacement batteries shall match the manufacturer-recommended type, voltage, and amp-hour rating, or be an approved equivalent that meets or exceeds original equipment specifications system design amp-hour-rating. All batteries shall be new, unused, and sourced from approved manufacturers. The Contractor shall submit the manufacturer's cut sheets for approval annually.

5.10. Non-Reoccurring Systems Repairs:

5.10.1. Service Orders: The Contractor shall identify all system deficiencies that fall outside the scope of Full-Service ITM Maintenance and Repairs CLINs to the COR to determine the necessary corrective action. Within two business days of identifying a deficiency, the Contractor shall provide the COR with a written repair estimate, including labor hours and material costs. The Contractor shall also notify the COR of any projected system downtime and the estimated time to complete the repair. The Contractor shall not commence repair work until receiving written approval from the KO. All repair work shall comply with the UFC, applicable NFPA Standards, base requirements, and manufacturer instructions. The Contractor shall begin repair work within seven calendar days of receiving KO approval and complete all work within a maximum of 30 calendar days. Upon completing the repair, the Contractor shall immediately notify the building occupants and the COR.

5.10.2. Repair Labor Unit: This is a labor-unit CLIN that shall not exceed four (4) hours of labor per unit. This work shall occur during the normal work schedule.

5.10.3. Parts and Materials Unit: Parts and materials costs shall be invoiced utilizing the Parts and Materials unit CLIN.

5.10.4. Unscheduled Service Order Call: Unscheduled service orders will be initiated at the sole discretion of the Government. The Contractor shall respond to unscheduled service orders within four (4) hours of the initial Government notification. An unscheduled service call should not exceed two (2) hours in duration. The Contractor shall attend to any condition that requires immediate action to eliminate hazards to personnel, prevent loss or damage to Government property, restore essential services, or as otherwise determined by the Government.

5.10.5
. Service Order Corrective Action Report (SOCAR): The Contractor shall provide a detailed report for each service order and repair occurrence. This report must outline the issue, the corrective action taken, and a detailed cost breakdown of all labor and materials including subcontract labor and materials. The report must be submitted to the COR within 48 hours of work completion, following the format specified in TE-M, Corrective Action Report.

5.12. Over and Above Work:

5.12.1. Over and Above Work: Repairs shall be treated and billed by the Contractor as full-service

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maintenance or service orders unless otherwise approved as "Over and Above" by the Contracting Officer (KO). All Over and Above repairs must be executed according to applicable specifications and regulations. NOTE: Over and Above work cannot commence until the Contractor is issued a separate task order for that work. The Contractor shall complete the Over and Above work within the period of performance specified in the contra oder. The work is considered complete when the Fire Protection System is placed back into service. The following services are not covered under full-service maintenance and are considered Over and Above:

5.12.2. Alterations (also known as modernizations).

5.12.3 Major Repair Threshold and Scope Limitation: Any single repair event (per facility) where the total estimated cost exceeds $15,000.00 is strictly excluded from execution under CLINs 0004AA through 0004AE. Such repairs shall require a separate procurement action or task order.

5.12.4. Over and Above Work Justification: In the event the Contractor encounters an item of work defined as Over and Above in sections 5.11. through 5.11.3., the Contractor shall report the situation to the COR via email within two (2) working days. The report must include the work location, a detailed scope of the required work, justification for the determination that the work is outside the contract's scope, and an itemized cost estimate. The estimate must include the time to repair, a breakdown of all labor hours and categories, a list of required parts, and receipts or invoices to validate material and part costs for Contractor and Subcontractor. NOTE: Any part, component, or assembly unavailable from the original manufacturer due to obsolescence remains the Contractor's responsibility to obtain an equivalent product from a commercial source. Over and Above work shall not commence until approved by the KO through a separate task order.

5.12.5 Over and Above Task Order Repairs: Repairs exceeding $10,000.00 in total cost will be treated as task order (TO)work. Over and Above TO work cannot commence until the Contractor is issued a Task Order for this work. The work is considered complete when the FASS is placed back into service.

5.13. Monthly Invoicing: 5.13 Monthly Invoicing
The Contractor shall submit invoices on a monthly basis utilizing the Wide Area Workflow (WAWF) system. Specific WAWF routing instructions and invoicing requirements are provided in the Request for Quote (RFQ) and the applicable Federal Acquisition Regulation (RFO FAR) clauses within this contract. For each monthly submission, the Contractor shall attach a completed Contractor Proposal Data Matrix, detailing the total cost for the billing period, as supporting documentation within the WAWF system.

5.14 Contractor Personnel Qualification: The Contractor shall develop and maintain a document certifying the current qualifications, licenses, NICET certifications and training certifications and resume documenting for all technicians performing work under the contract

5.15. Deliverables

5.15.1 Weekly Deliverables: The Contractor shall submit a comprehensive weekly status report to the Contracting Officer's Representative (COR) every Friday no later than 1500 Pacific Time (PT). The

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weekly reporting period shall span from Friday of the preceding week through the Thursday immediately prior to the report submission.

5.15.1.1. TE-A Status Report: The contractor shall provide a weekly TE-A status report. The purpose of this report is to provide a comprehensive overview of the operational status of all Fire Alarm protection systems and scheduled Inspection, Testing, and Maintenance (ITM) activities for all facilities at Joint Base Lewis-McChord (JBLM) and Yakima Training Center (YTC). The report shall detail the operational status of each facility's fire alarm system, identifying it as "Fully Operational," "Impaired," or "Out of Service." For any system not fully operational, the report must include the corresponding service order number and a summary of the current repair status. The Contractor shall also document all impairment statuses reported to the Fire Protection Office. Furthermore, the report will track ITM compliance by providing the completion date for all required Unified Facilities Criteria (UFC) ITM tables for each facility within the current annual period of performance. This report shall be submitted in a standard electronic format, such as PDF or Microsoft Excel, as approved by the Contracting Officer's Representative (COR).

5.15.1.2. Three-Week Look-Ahead Schedule: The Contractor shall provide a updated schedule detailing all planned ITM activities, significant repairs, and any other fieldwork scheduled for the upcoming three-week period. This schedule should provide the Government with clear visibility into future work and potential system downtimes and include all SO work.

5.15.1.3. TE-K Service Order Log: The contractor shall provide an updated TE-K SO log.

5.16. **Monthly Performance and Cost Reporting Deliverables:** The Contractor shall submit a consolidated monthly report binder and native file package to the COR no later than the fifth (5th) calendar day of the month following the reporting period via Department of Defense Secure File Access Exchange (DOD SAFE) https://safe.apps.mil/. This package shall include the following components in PWS para 5.16.1 – 5.16.3.5.

5.16.1.1. TE-A ITM Completion Summary: A high-level summary, that lists all ITM activities completed during the reporting month, referencing the facility and the specific UFC tables that were completed. This document will be used to review monthly invoices.

5.16.1.2. CLIN Declining Balance Log: An accounting log, that shows all monthly and cumulative expenditures against the established Contract Line Item Numbers (CLINs) TE-N Declining Balance log.

5.16.2.1. General Administration and Monthly Cost Summary: This section will provide a high-level overview of all project expenditures for the month. It shall include a detailed breakdown of labor hours for the Project Manager, Project Supervision, and any subcontracted work. Furthermore, it will separately track and report the specific labor hours and material costs for both scheduled Inspection, Testing, and Maintenance (ITM) service orders and any unscheduled service orders that were addressed during the reporting period. A cumulative total of all labor hours will be calculated and presented.

5.16.3.1. Inspection, Testing, and Maintenance (ITM) Activities by UFC Reference: The contractor shall provide a comprehensive monthly report detailing all labor hours and material costs associated

with ITM activities will be provided, with labor hours and consumable costs categorized by the specific fire protection system according to the relevant Unified Facilities Criteria (UFC) tables. This reporting ensures compliance and tracks the effort for systems including, but not limited to, Fire Detection and Alarms (Table 2-1), Mass Notification Systems (Table 2-2), Fire Pumps (Table 2-7), Standpipe Systems (Table 2-9), and various wet-pipe, dry-pipe, deluge, and pre-action sprinkler systems. All associated inspection and testing consumables will be itemized.

5.16.3.2. Full Service maintenance and Repair Service Order Work: This portion of the report will track the labor and material costs for regularly scheduled and recurring maintenance tasks. This includes activities such as the 5-year battery replacement cycle and periodic fuel degradation testing for diesel-powered equipment. All costs and labor hours in this section shall be clearly categorized by the funding source, whether it be Sustainment, Restoration, and Modernization (SRM), Transportation Working Capital Fund (TWCF), or another specified fund.

5.16.3.3. Over and Above Work: Any work performed that falls outside the scope of pre-defined ITM schedules or recurring tasks will be documented in this section. It will capture the material costs and labor hours for all "Over and Above" tasks, which are typically unscheduled repairs or minor modifications. Costs in this category must also be segregated and reported by their funding source (e.g., SRM or TWCF) to ensure accurate financial tracking.

5.16.4. Technical Exhibits Management: The Contractor shall provide monthly Technical Exhibits update for TE-A Components and ITM Schedule, TE-B Alarm Initiating Devices Listing, TE-C Alarm Notification Appliances Listing, and TE-D Batteries Information,

5.16.5. Master Impairment Log: This section shall document all changes in fire protection system status occurring during the reporting month. TE- Q 2027 Master Impairment Log.

5.17. Quarterly Deliverables

5.17.1. Contractor Personnel Qualification: The Contractor shall submit a consolidated Contractor Personnel Qualification document with current qualifications, licenses, NICET certifications and training certifications for all technicians performing work under the contract to the COR no later than the fifth (5th) calendar day of the quarter via Department of Defense Secure File Access Exchange (DOD SAFE) https://safe.apps.mil/.

5.17.2. Contractor employee Roster: Contractor shall submit an updated employee roster with every update to Contractor Personnel Qualification**.**

5.18. Technical Exhibits

TE-A: 2027 Components and ITM Schedule
TE-B: 2027 Alarm Initiating Devices Listing
TE-C: 2027 Alarm Notification Appliances
TE-D: 2027 Batteries Information
TE-E: 2027 Sprinkler System Listing

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TE-F: 2027 Wet Chemical Kitchen Hoods
TE-G: UFC ITM's Report Templates
TE-J: Fire Alarm Systems Floor Plans
TE-K: Service Order Log
TE-L: Monthly Performance and Cost Reporting.
TE-M: Corrective Action Report Log.
TE-N: Declining Balance LOG
TE-P: JBLM AND YTC Maps
TE-Q: Master Impairment Log

PART 6
APPLICLE PUBLICATIONS

6.1. Applicable Publications (Current Editions): The Contractor shall abide by all applicable regulations, publications, manuals, and local policies and procedures including those listed elsewhere in this PWS. When Army regulations and other regulations, publications, manuals, and local policies and procedures conflict, the Contractor shall contact the COR for clarification. Copies of Army regulations are available at https://armypubs.army.mil**.**

6.2. Operation and Maintenance Manuals: For JBLM and Yakima Training Center, not all Operation and Maintenance (O&M) manuals are available. Those O&M manuals that are available for both JBLM and Yakima can be found in Bldgs. 2045 for Lewis Main and Lewis North. Access to this Library will be provided to the Contractor during normal duty hours**.**

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PART 7
PERFORMANCE REQUIREMENTS SUMMARY

7.1. PERFORMANCE REQUIREMENTS SUMMARY: The Contractor performance requirements are summarized into performance objectives that relate directly to standards of performance required to meet mission essential needs. The performance threshold briefly describes the minimum acceptable overall levels of service required for each required service. These thresholds are critical to mission success.

Appendix 1

Performance Objective for Required Service	PWS Para.	Performance Standard	Maximum Allowable Degree of Deviation from Requirement
Inspection Testing and Maintenance (ITM) Program: The contractor shall perform inspecting, testing, maintenance and repairs on installed facility fire sprinkler systems, kitchen fire suppression systems and all associated mechanical and electrical subsystems.	1.4.2., 1.5.-1.5.10., 5.2. - 5.2.7., 5.4. – 5.4.5., 5.5. – 5.5.4., 5.6. - 5.6.21.,	Maintenance and repairs are all performed IAW the applicable UFC and applicable NFPA standards, base requirements and manufacturer's instructions.	Not more than one (1) ITM discrepancies per 25 ITM's or 4% per month.
ITM Reporting and Documents	5.7. – 5.7.2. 5.8. – 5.8.2.1.	Reports to be accurate and placed into documentation repository within three (3) working days after completing each ITM activity and delivered to the COR by the fifth (5th) calendar day of the month following the performance month prior to invoicing.	Not more than one (1) instances of late or inaccurate documents per 25 document or 4% per month.
Full-Service ITM maintenance and repairs:	5.9. – 5.9.4 5.10. -5.10.4	Maintenance and repairs are all performed IAW the applicable UFC and applicable NFPA standards, base requirements and manufacturer's instructions.	Not more than one (1) SO discrepancies per 25 SO's or 4% per month.

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7.2. DELIVERABLES: The contractor shall provide the following products to the COR in accordance with the instructions included in this PWS paragraphs indicated for each deliverable.

Appendix 2

DELIVERABLES	PWS PARA	METHOD	REQUIRED DATE
Initial System Inventory and Readiness Audit	5.3.-5.3.4	Shall be Microsoft Office 2016 compatible or PDF format, submitted via electronic mail or DODSafe to the COR	No more than ten (10) calendar days after the end of the month in which the assessment was completed. For base year only.
Service Delivery Plan	5.2.-5.2.8	Shall be Microsoft Office 2016 compatible or PDF format, submitted via electronic mail to the COR and the contract specialist.	Initial: Within thirty (30) calendar days after contract award. Subsequent: Annually and update as additional contractor personnel perform under contract.
Contractor Personnel Qualification	5.17.1	Shall be Microsoft Office 2016 compatible or PDF format, submitted via electronic mail to the COR and the contract specialist	Initial: Within thirty (30) calendar days after contract award. Subsequent: quarterly and update as additional contractor personnel perform under contract.
Weekly Deliverables	5.15.-5.15.1.3.	Shall be Microsoft Office 2016 compatible or PDF format, submitted via electronic mail to the COR and the contract specialist	Weekly: Provide every Friday by 1500 PST.
Monthly Deliverables	5.16	Shall be Microsoft Office 2016 compatible or PDF format, submitted via electronic mail to the COR and the contract specialist	Monthly No later than the fifth (5th) calendar day of the month following the reporting period via DODSAFE

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