PERFORMANCE WORK STATEMENT
MOTORCYLCE OPERATOR TRAINING
BARKSDALE AFB, LA
22 JULY 2026

1. DESCRIPTION OF SERVICES

1.1 Description: The courses will be taught at Barksdale AFB and approved Motorcycle Safety Foundation (MSF) training areas. All aspects of each course, as well as its instructors, must possess the appropriate MSF certifications. The contractor must keep their MSF Rider Education Recognition Program (RERP) active and valid for the entire duration of the contract.

1.2 Objectives: The objective of the service is to provide a competent and experienced instructor to ensure that all affected operators receive the U.S. Department of War (DoW) mandated MSF training. Reference: DoDI 6055.4, Enclosure 3 (4)(f) DoD Traffic Safety Program, DAFI 91-207, The US Air Force Traffic Safety Program.

1.3 Scope: The Contractor shall offer/provide the following traffic safety courses IAW Courses Table 1.3.1. The contractor is not responsible for providing fuel, helmets or safety equipment. Contractor may provide trainer motorcycle if needed.

Table 1.3.1 Motorcycle Operator Training:

Course	Estimated Amount
Basic Rider Course	12
Advance RiderCourse (ARC) – Skills Practice	4
Refresher Rider's Course – Skills Practice	4

If changes to these courses are adopted by the United States Air Force the contractor will be

notified in writing by 2 BW Safety Office. Once changes are mandated by the Air Force Safety Center (AFSEC) the Contractor shall become certified on these courses and work with the 2 BW Safety Office to fulfill these obligations. The 2 BW Safety Office will inform the Contractor when these changes occur.

1.4 Place of Performance: All classroom training will be performed at an appropriate learning facility, either on or off Barksdale AFB, LA.

1.5 Miscellaneous Information

1.5.1 Recognized Holidays: The Contractor will not be required to perform services on the following holidays:

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

1.5.2 Hours of Operation: The Contractor should schedule classes from 0800 – 1700. The contractor must maintain an adequate workforce at all times to ensure uninterrupted performance of all tasks defined within this PWS.

1.5.3 Security Requirements: Contractor personnel performing work under this contract must be able to obtain and maintain the level of security required to access the Barksdale AFB installation if required.

1.6. Special Qualifications: The instructor(s) provided by the contractor shall be competent, qualified and hold credentials in the below course/certifications in compliance with MSF and Air Force traffic safety training requirements:

1.6.1. Basic Rider Course
1.6.2. Advanced Rider Course Coach
1.6.3. Maintain advanced curriculum knowledge for Motorcycle to comply with Range Management, Range Setup, Range Materials and developing any upgrades needed to the range.

2. OPERATIONAL REQUIREMENTS

2.1 Schedule: Contractor shall develop and propose a course schedule 30 days prior to the beginning of the fiscal year (1 September). The 2 BW Safety Office shall coordinate with the Contractor to determine if additional courses are required.

2.2 Cancellations: The 2 BW Safety Office and Contractor shall provide each other with a minimum of 72 hours' notice prior to cancellation of a course, when possible. If that is not possible, the 2 BW Safety Office and/or the Contractor will notify each other as soon as possible. Reasons for cancellations are unsafe weather conditions, lack of minimum students required by MSF, and other mutually agreed upon requirements (i.e. mission needs). The Contractor will provide alternate training arrangements to makeup training when cancellations occur. Cancellations will not result in additional fees.

2.3 Personnel Rosters: The Contractor shall develop course rosters and upon completion of each course, send roster to the 2 BW Safety Office no later than the last duty day of each month.

3. GENERAL INFORMATION

3.1 Class Size: The number of participants enrolled in a course depends on MSF but as a standard rule the total number of participants shall be dependent on available facilities and concern for participant safety. Class size during classroom exercises should be appropriate to accommodate participant interaction and personalized coaching. For riding exercises on the training range, participant/Contractor trainer ratio shall not exceed 6:1 with a maximum of 12 students. Participants are to be scheduled by their respective Unit Motorcycle Safety Representatives and complete self-registration through the direct course link provided by the Contractor.

3.2 Completion Certificates: The Contractor shall furnish evidence of successful completion, noncompletion, and withdrawal for all students not later than three days after completion of each course. Each student shall receive an MSF completion card upon successful completion of the course. Upon completion of each course, completed rosters and associated documentation will be provided to the 2 BW/SEG.

3.3 Proof of Insurance: The Contractor shall provide proof of insurance annually (September) or when requested by 2 BW Safety Office. In accordance with MSF requirements, insurance must be provided to protect all training participants, Rider Coaches, aides and equipment. Comprehensive collision, medical (personal injury protection) and general liability insurance policies must be obtained and be in effect. Coverage should meet or exceed the minimum required to operate motorcycle safety training in the United States.

Attachment 1

Glossary of References and Standards

References

DoDI 6055.04, DoD Traffic Safety Program

DAFI 91-207, The US Air Force Traffic Safety Program

AFI 33-322, Records Management and Information Governance Program

DAFI 24-302, Vehicle Management

MIL-STD-1180B, Safety Standards for Military Ground Vehicles

Joint Travel Regulations, Volume 1, Uniformed Services Members

Title 49 Code of Federal Regulations, Part 571, Federal Motor Vehicle Safety Standards

Snell Memorial Foundation Standard M2005

AFI 31-218, Motor Vehicle/Traffic Supervision

The US Air Force Traffic Safety Program

Barksdale Sup AFI 31-118, Motor Vehicle/Traffic Supervision

All AFGSC and local traffic supplements must be used.