PERFORMANCE WORK STATEMENT (PWS)

FOR

FULL-FOOD SERVICE FACILITY

Camp Guernsey, Wyoming

W912L3-26-RA001

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PERFORMANCE WORK STATEMENT (PWS)

FOR

Full Food Services

1.0 General:

1.1 Scope: The contractor shall provide all personnel, equipment, tools, materials, supervision, and quality control necessary, except as specified in Paragraph 3.0 as Government Furnished, to manage and operate a Full Food Service dining facility for Camp Guernsey, Wyoming. The contractor shall use existing commercial practices for existing and maturing concepts, responsibilities, policy, and implementing procedures, as defined in this PWS.

1.2 Background: This is a firm fixed price (FFP) Indefinite Delivery Indefinite Quantity (IDIQ) type contract for Full Food Service dining facility for Camp Guernsey, Wyoming.

1.3 Period of Performance (PoP): The Period of Performance shall be 1 Base Year of 12 months.

1.3.1 Performance shall be according to the requirements contained in the performance work statement, and according to the professional standards established by the United States Department of Agriculture (USDA), Food Safety and Inspection Service (FSIS) and the National Restaurant Association (NRA).

1.4 General Information:

1.4.1 Place and Performance of Services: The contractor shall provide services between the hours of 05:30-20:00 seven days a week when meals are ordered, except on recognized US holidays or when the Government facility/installation is closed due to local or national emergencies, administrative closings, or similar Government-directed facility/installation closings. Mealtimes are as follows: Breakfast 06:00-08:00, Lunch 11:00-13:00, Dinner 17:00-19:00. Uniformed personnel will be given priority during service times in that they can be served prior to serving other personnel. Performance shall be at the Dining Facility (DFAC), Building 202, Camp Guernsey, Wyoming. The contractor shall at all times maintain an adequate work force for the uninterrupted performance of all tasks defined within this PWS when the Government facility/installation is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the work force are essential. Teleworking is not authorized.

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

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

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

1.4.2 Recognized Holidays: The following are recognized United States (US) holidays. The contractor shall perform services on these days if (1) students are attending classes; and (2) prior notification is coordinated through the COR:

1.4.2.1 New Year's Day: January 1st
1.4.2.2 Martin Luther King, Jr.'s Birthday
1.4.2.3 President's Day
1.4.2.4 Memorial Day
1.4.2.5 Juneteenth National Independence Day: June 19th
1.4.2.6 Independence Day: July 4th
1.4.2.7 Labor Day
1.4.2.8 Columbus Day
1.4.2.9 Veteran's Day: November 11th
1.4.2.10 Thanksgiving Day
1.4.2.11 Christmas Day: December 25th

1.4.3 Quality Control (QC): The contractor shall develop and maintain an effective QC Plan (QCP) to ensure services are performed in accordance with this PWS. The contractor shall develop and implement procedures to identify, prevent, and ensure nonrecurrence of defective services. The contractor's QCP is the means by which it assures itself that its work complies with the requirements of the contract. As a minimum, the contractor shall develop QC procedures that address the areas identified in Technical Exhibit 1, Performance Requirements Summary (PRS). A final QCP shall be submitted to the Contracting Officer Representative (COR) NLT 10 days after contract award. After acceptance of the QCP, the contractor shall obtain the Contracting Officer's (KO's) acceptance in writing of any proposed changes to its QCP.

1.4.4 Quality Assurance (QA): The Government will evaluate the contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government will 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 acceptable quality level(s) or defect rate(s).

1.4.5 Installation Access and Security Requirements: The contractor shall comply with all applicable installation/facility access and local security policies and procedures, which may be obtained from the COR. The contractor and all associated subcontractor employees shall provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services, or Security Office. The contractor shall ensure compliance with all personal identity verification requirements as directed by Department of Defense (DoD), Headquarters Department of Army (HQDA) and/or local policy (see PWS 6.0). Should the Force Protection Condition (FPCON) change, the Government may require changes in contractor security matters or processes.

1.4.5.2 For contractors that do not require a CAC, but require access to a DoD facility or installation: Contractor and all associated sub-contractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05), and applicable installation, facility and area commander installation/facility access, and local security policies and procedures (provided by a Government representative).

1.4.5.3 Awareness Training (AT) Level 1: All contractor employees, including subcontractor employees, requiring access to Army installations, facilities, and controlled access areas shall complete AT Level 1 training within 30 calendar days after contract start date and within 30 calendar days of new employees commencing performance. The contractor shall submit certificates of completion for each affected contractor and subcontractor employee to the COR within 45 calendar days after completion of training by each employee or subcontractor personnel. AT Level 1 awareness training is available at the following website: https://jko.jten.mil/courses/atl1/launch.html.

1.4.5.4 iWATCH Training: The contractor and all associated subcontractors with an area of performance within an Army-controlled installation, facilities or area shall brief all employees on the local iWATCH program (training standards provided by the requiring activity Antiterrorism Officer (ATO)). This local developed training shall be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR or the KO. This training shall be completed within 30 calendar days of contract award and within 30 calendar days of new employees commencing performance. The contractor shall report completion for each contractor employee and subcontractor employee to the COR, within 30 calendar days after award of contract or 30 days after hiring a new employee.

1.4.5.5 Communications Security/Information Technology (COMSEC/IT) Security: All communications with DoD organizations are subject to COMSEC review. All telephone communications networks are continually subject to intercept by unfriendly intelligence organizations. DoD has authorized the military departments to conduct COMSEC monitoring and recording of telephone calls originating from, or terminating at, DoD organizations. Therefore, the contractor is advised that any time contractor personnel place or receive a call they are subject to COMSEC procedures. The contractor shall ensure wide and frequent dissemination of the above information to all employees dealing with DoD information. The contractor shall abide by all Government regulations concerning the authorized use of the Government's computer network, including the restriction against using the network to recruit Government personnel or advertise job openings.

1.4.5.6 Use of Government Information Systems (IS) and access to Government networks is a revocable privilege, not a right. Users are the foundation of the DoD strategy, and their actions affect the most vulnerable portion of the Army Enterprise Infostructure (AEI). Contractor employees shall have a favorable background investigation or hold a security clearance and access approvals commensurate with the level of information processed or available on the system. Contractor employees shall:

1.4.5.6.1 Comply with the command's Acceptable Use Policy (AUP) for Government owned IS and sign an AUP prior to or upon account activation.

1.4.5.6.2 Complete initial and/or annual Information Assurance (IA) training as defined in the IA Best Business Practices (BBP) training (https://atc.us.army.mil/iastar/docs/Training_BBP.pdf).

1.4.5.6.3 Mark and safeguard files, output products, and storage media per classification level and disseminate them only to individuals authorized to receive them with a valid need to know.

1.4.5.6.4 Protect IS and IS peripherals located in their respective areas in accordance with physical security and data protection requirements.

1.4.5.6.5 Practice safe network and Internet operating principles and take no actions that threaten the integrity of the system or network.

1.4.5.7 Reserved

1.4.6 Physical Security: The contractor shall safeguard all Government property provided for contractor use. At the close of each work period, Government facilities, equipment and materials shall be secured.
1.4.6.1 Key Control: NOTE: All references to keys include key cards. The contractor shall establish and implement methods of ensuring that no keys/key cards issued by the Government are lost or misplaced or are used by unauthorized persons. No keys issued by the Government shall be duplicated. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas. The contractor shall include procedures covering key control in the QCP.

1.4.6.1.1 The contractor shall immediately report any occurrences of lost or duplicated keys/key cards to the COR.

1.4.6.1.2 In the event keys, other than master keys, are lost or duplicated, the contractor shall, upon direction by the KO, re-key or replace the affected lock or locks; however, the Government, at its option, may replace the affected lock or locks or perform rekeying. When the Government replaces or re-keys the locks, the Government will deduct the total cost of lock replacement or re-keying from the monthly payment due the contractor. In the event a master key is lost or duplicated, the Government will replace all locks and keys for that system, and will deduct the total cost from the monthly payment due the contractor. Lost or duplicated keys and/or locks shall be reported to the issuing party or COR immediately upon recognition of the loss or duplication.

1.4.6.1.3 The contactor shall prohibit the use of the Government issued keys/key cards by any persons other than the contractor's employees. The contractor shall prohibit the opening of locked areas by contractor employees to permit entrance of persons other than contactor employees engaged in the performance of services in those areas, or personnel authorized entrance by the KO.

1.4.6.1.4 The Contractor shall ensure that its employees lock all areas for which they possess a key when they are not using the area and at the close of the work period.

1.4.6.2 The Contractor shall ensure that all employees comply with the local installation requirements for vehicle registration and operation on the military facility. Any vehicle operated by the Contractor or its employees in performance of this contract shall have the minimum liability coverage required by the State of Wyoming.

1.4.6.3 The Contractor shall ensure that its employees comply with installation personnel identification and access requirements. The Contractor is responsible for absences of employees due to expired identification and access documents.

1.4.7 Special Qualifications: The contractor shall ensure all employees possess all required licenses for operating dining facilities used in the performance of this contract. This does not include education or other qualifications for the position in which the contractor employee is performing, dress codes, or other information. (NOTE: The Government does not provide training to contractors. Contractors shall ensure that any personnel performing under a contract are fully trained, licensed, certified, and otherwise qualified to provide services.)
1.4.7.1 As outlined in part 5.3 special qualifications include: Current sanitation certificate withing the last four years, Serve Safe, and experience in large food service operations providing cafeteria style or multi-entree operations providing complete meal service.

1.4.8 Post Award Conference/Periodic Progress Meetings: The contractor agrees to attend any post award conference convened by the KO in accordance with FAR 42.5. The KO, COR and other Government personnel, as appropriate, may meet periodically with the contractor to review the contactor's performance. At these meetings, the KO will apprise the contractor of how the Government views the contractor's performance and the contractor shall apprise the Government of problems, if any, being experienced. The

contractor shall resolve outstanding issues raised by the Government. Contractor attendance at these meetings shall be at no additional cost to the Government.

1.4.9 Contract Manager (CM): The contactor shall designate a CM who shall ensure performance under this contract. The name of this person, and an alternate who shall act for the contractor when the CM is absent, shall be designated in writing to the KO. The CM or alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The CM shall work through the COR, to resolve issues, receive technical instructions, and ensure adequate performance of services. The CM shall ensure that contractor employees do not perform any services outside the scope of the contract without an official modification issued by the KO. The CM shall ensure contractor employees understand that services performed outside the scope of the contract are performed wholly at the expense of the contractor.

1.4.10 Identification of Contractor Employees: All contractor personnel attending meetings, answering Government telephones and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression that they are Government employees. The contractor shall ensure that all documents or reports produced by contractor personnel are suitably marked as contractor products or that contractor participation is appropriately disclosed. The contractor's status as a "contractor" shall be predominantly displayed in all correspondence types (to include signature blocks on email) and dealings with Government or non-Government entities. Contractor personnel shall wear identification badges distinguishing themselves as such. The badges shall have the company name, employee name and the word "contractor" displayed.

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

1.4.12 Reserved

1.4.13 Data Rights: The Government has unlimited rights to all documents/materials 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.

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

1.4.14.1 The Contractor shall not use Government facilities or other Government property in connection with conducting a private practice and shall ensure that its employees do not do so.

1.4.14.2 Confidentiality of Information. Unless otherwise specified, all financial, statistical, personnel, and/or technical data which are furnished, produced or otherwise available to the Contractor during the performance of this contract are considered confidential business information and shall not be used for purposes other than performance of work under this contract. The Contractor shall not release any of the above information without prior written consent of the KO and shall ensure that its employees do not do so.

1.4.14.3 Inquiries. Contractor shall ensure that its personnel do not respond to any media inquiries. Any inquiries from the media shall be immediately relayed to the COR, who will relay them to the ARNG Public Affairs Officer (PAO). There shall be no interviews, comments, or any other response without the knowledge and approval of the PAO. Other than routine inquiries from external agencies, all other inquiries and complaints shall be brought to the attention of the Government's COR.

1.4.15 Phase In / Phase Out Periods: To minimize any decreases in productivity and to prevent possible negative impacts on additional services, the contractor shall have personnel on board, during the 30 day phase in/ phase out periods. During the phase in period, the contractor shall become familiar with performance requirements in order to commence full performance of services on the contract start date. The contractor will be required to complete all planning, hiring, training of employees, ordering food and related products, storage inventory, and any other tasks necessary for start-up operations. At the end of the contract period of performance, the contractor shall share government space and equipment with any follow on contractor in order for the follow on contractor to commence start-up of new contract period of performance without a break in service to the Government from this contract to the next.

1.4.16 Contracting Office Representative (COR): The KO will designate and authorize an individual to act as the COR at time of award. Any such representative appointed will be specifically designated by letter from the KO. The COR exclusively represents the

KO in all technical phases of the work, but is not authorized to issue Change Orders, Supplemental Agreements or direct any contract performance requiring contractual modification or adjustment. Changes in the scope of work can only be made by modification properly executed by the KO. All observations made by persons other than the KO, or the COR are strictly advisory and shall not influence the Contractor's operations except for administrative requirements and responsibilities specified herein. The KO will provide a copy of this designation and COR contact information to the Contractor.

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

2.1.3 Deliverable: Anything that can be physically delivered and includes nonmanufactured things such as meeting minutes or reports.

2.1.4 Key Personnel: Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the PWS. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.
2.1.5 Physical Security: Actions that prevent the loss or damage of Government property.

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

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

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

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

2.1.10 Acceptable Quality Level (AQL): The AQL is a designated value (percent) of defective outcomes/service that the Government indicates will be accepted using acceptable sampling techniques and procedures.

2.1.11 Army Federal Acquisition Regulation Supplement (AFARS): The Army's supplement to the Federal Acquisition Regulation.

2.1.12 Contracting Officer (KO): An individual with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings.

2.1.13 Contracting Officer's Representative (COR): An individual from the functional activity appointed by the Contracting Officer and delegated specific authority to monitor contract performance and to perform specific contract administration functions.

2.1.14 Contract Discrepancy Report (CDR): The CDR is used to formally document unacceptable performance (contract deficiencies and defects against the AQL). The use of CDR becomes the supporting documentation for contract payment deductions, fixed fee deductions, award fee, nonpayment or other actions deemed necessary by the KO. The CDR will become a part of the official contract file.

2.1.15 Performance Requirements Summary (PRS): The PRS identifies key performance indicators and standards that represent logical service outputs that will be evaluated by the Government to assure the Contractor is fulfilling the terms of the contract.

2.1.16 Performance Standard: A measurable output or result associated with the performance- based description of a requirement found in the PWS.

2.2 Acronyms:

AEI	Army Enterprise Infostructure
AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
AT/OPSEC	Antiterrorism/Operational Security
BI	Background Investigation
CFR	Code of Federal Regulations
CM	Contract Manager
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTS	Commercial-Off-the-Shelf
DA	Department of the Army
DD250	Department of Defense Form 250 (Receiving Report)
DD254	Department of Defense Contract Security Classification Specification
DFARS	Defense Federal Acquisition Regulation Supplement
DoD	Department of Defense
DSCA	Defense Counterintelligence and Security Agency
FAR	Federal Acquisition Regulation
GFP/M/E/S	Government Furnished Property/Material/Equipment/Services
HQDA	Headquarters, Department of the Army
HSPD	Homeland Security Presidential Directive
IA	Information Assurance
IS	Information System(s)

KO	Contracting Officer
NGB	National Guard Bureau
OCI	Organizational Conflict of Interest
ODC	Other Direct Costs
PII	Personally Identifiable Information
PIPO	Phase In/Phase Out
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SCR	Service Contract Reporting
SSN	Social Security Number
TE	Technical Exhibit
USD(I)	Under Secretary of Defense for Intelligence

3.0 Government Furnished Property, Material, Equipment and Services (GFP/M/E/S): The Government will provide the property, material, equipment, and/or services listed below solely for the purpose of performance under this contract:

3.1 Property: The Government will furnish the necessary workspace for the contractor to perform services outlined in this PWS to include desk space, telephones, computers and other items necessary to maintain an office environment.

3.2 Materials and Equipment: The Government will provide materials, equipment, and the initial quantity of expendable/durable supplies as Government Furnished Property (GFP) listed in Table 1 section 3.2.1 along with services specified in this section IAW the Government Property clause. Specified GFP/M/E/S shall only be used in the performance of this contract. The Contractor shall not be responsible for "fair wear and tear" of GFP.

1	Kettle Steam	Kettle steam jacketed KSLG-20 south bend	1	EACH
2	Pan Frying	Pan Frying Braising ELEC Tilting Type GAS Belm 30 SOUTHBEND	1	EACH
3	Range Gas	Range Gas P36D-XX SOUTHBEND	1	EACH
4	COMBI OVEN	COMBI oven CM202G Rational	1	EACH
5	Convection Oven	Oven Convection Gas GB/25CCH SOUTHBEND	1	EACH
6	Double stack oven	Double stack oven MDL 270 CRES COR	1	EACH
7	Mixing Machine Food Electric	Mixer Feed SP30 GLOBE	1	EACH
8	MEAT SLICER	MEAT SLICER GLOBE 13' HVY duty slicer	1	EACH
9	Refrigerator	Refrigerator T-49-4 TRUE	1	EACH
10	Dispenser Ice and Water	Dispenser Ice and Water HID540 Scotsman	1	EACH
11	Ice Maker 400 LB	Ice Maker 400lb w/storage Scotsman	1	EACH
12	Table Hot Food	Table Hot Food Electric 230V 60HZ W Carving Table	1	EACH
13	Freezer	Freezer ContinentalSFR2-S	1	EACH
14	Cold food counter	Cold Food Counter	3	EACH
15	Beverage Dispenser milk Cold	Beverage Dispenser milk Cold Electric SK-2-S	1	EACH
16	Dispenser Beverage Milk	Dispenser Beverage Milk SKMAJ3/C2 Silver King	1	EACH
17	Peeler Vegetable	Peeler Vegetable 6460-1 HOBART	1	EACH
18	Monitor Color	Monitor Color Sharp LCD 70'	4	EACH
19	Cabinet Food Mobile Heated	Cabinet Food Mobile Heated W/10C Cover	1	EACH
20	Refrigerator Mechanical Food	Refrigerator Mechanical Food Electric	1	EACH
21	Griddle Counter Gas Heavy duty	Heavy Duty Gas Deluxe griddle	1	EACH
22	Coffee Maker	Coffee Maker Automatic Brewer Beverage	1	EACH

3.2.1 Table 1

Item Description	OH QTY	Item Description	OH QTY
NON GCSS-A durable items		**The items are not on the PIEE GFP**	
Kitchen Knives	22	Chair Racks for Dining Room Chairs	10
Cutting boards - various colors and sizes	11	Office Chairs	2
Sheet Pans	90	Check in counter chairs	2
1/2 Sheet Pans	32	5 Foot Desks	2
1/4 Pans (various depths)	109	Tech bench, facilities maintenance	1
Square head pans	4	Managers Office Table	1
Speed Racks	3	36"D x 72"W Rectangular Folding Tables	28
1/6 Pans	48	Table Dolly for 60" round tables	2
Butter Knives	196	60" Round Folding Tables	30
Forks	397	Tray and Flatware Cart	2
Spoons	301	Rack dispensers	5
Drinking Glasses	365	Ice Cream Chest Freezer	1
Flatware Dishwasher Racks	18	Mobile Plate and Dish Dispenser	9
Plate Dishwasher Racks	3	Wire Shelving, 30"W x 24"D, Green Epoxy	4
Cup Dishwasher Racks	9	Commercial Garbage Cans	10
Rolling Carts	3	Mobile Work Table, 72", stainless steel top, casters	1
		Mixer Stand	1
Prep Tables (various sizes)	8	Can Opener	1
Industrial Potato Peeler	1		
Whisks	8		
Ice Cream/Serving Scoops	9		
Ladles	20	Mobile Storage Wire Shelving, Green Epoxy, Casters	24
Serving Spoons	40	Secure Storage Racks	3
Salad Bar Spoons	7	Mobile wire shelving (Dry Storage), Casters	1
Salad Dressing Ladles	6		
Spatulas/food turners	7		
Pasta Ladle	1		
Tongs	79		
Mixing Bowls	4		
Strainers/Colanders	3	Shelving Units, Facilities Maintenance/Storage	7

3.3 Services: The government will provide local mail distribution; communications capability, cable and internet service, grease and refuse collection; grease interceptor cleaning; grease disposal; veterinary support, pest control services, police and fire protection. Major maintenance, repair, and replacement of GFP will remain the responsibility of the Government.

3.4 Utilities: All utilities in the facility will be available for the contactor's use in the performance of this contract. The contractor shall instruct employees in utilities conservation practices. The contractor shall operate under conditions that preclude the waste of utilities, which include turning off the water faucets or valves after using the required amount.

3.5 The Contractor shall accept and account for all GFP listed in this contract which will be listed on the Government Property Book Hand Receipt per FAR 52.245-1(f) (1) (iii), and FAR 52.245-1(d) (3) (i) and AFAR 5145.390.

3.5.1 The Contractor shall register in the GFP module on https://piee.eb.mil/ and work with government to accept accountability for GFP.

3.6 The Contractor shall notify the GPA by verbal means upon discovery of loss, damaged, destroyed, consumed in excess quantities, or unaccountable GFP. Provide written report within two days of verbal notification. Letter of Fact and Finding submitted to the Contracting Officer within 15 days after discovery of lost, damaged, destroyed, or consumed in excess, GFP in accordance with AR 735-5. The Government will furnish equipment manufacturers operating manuals for equipment on-hand in each dining facility.

3.7 The Contractor is not required or authorized any travel as part of this contract.

3.8 Reserved

3.9 Equipment manufacturers or dealers will perform warranty repairs on new equipment. Should unauthorized maintenance or repairs be made, which voids the warranty, the Contractor shall be responsible.

4.0 Contractor Furnished Property, Materials, and Equipment (CFP/M/E):

4.1 General: Except for those items specifically stated to be Government-Furnished in Paragraph 3.0, the contractor shall furnish everything required to perform these services as indicated in Paragraph 1.1.

4.2 The contractor shall furnish and maintain expendable cleaning supplies to support food service sanitation and personnel hygiene practices in support of the food operations.

4.3 The contractor shall provide uniforms and identification badges. The identification badges shall have at a minimum of the Contractor's name and the employee's last name.

4.4 The Contractor shall provide proper protective equipment to include non-slip shoes, head covering either hairnet or company cap, and ensure employees with facial hair over their facial hair.

5.0 Requirements: The contractor shall:

5.1 Contractor Representation:

5.1.1 The Contractor shall designate a fulltime, on-site Dining Facility Manager (DFM) for this contract. The DFM shall have full authority to direct the food service operation, ensure all performance standards are met, and commit the contractor during the performance of the dining facility contract. This representative may not be employed under another contract or task order with the Contractor. No later than five working days after award of the contract, the Contractor shall provide in writing to the COR, the contractor representative contact information. Changes in the contract representative, at any time after contract commencement, shall be in writing to the COR at least five working days prior to the change.

5.1.2 The contractor shall establish clear organizational lines of authority and responsibility to ensure effective management of the resources assigned to the requirement.

5.1.3 The contractor shall establish processes and assign appropriate resources to effectively administer the requirement. The contractor shall respond to Government requests for contractual actions in a timely fashion. Complaints shall be addressed to the COR. DFM or Shift Leaders shall be on site full time during operating hours.

5.1.4 According to Army Regulation 190-13 Chapter 8, c. (1): A check of records through the National Crime Information Center (NCIC) Interstate Identification Index (III) is the Army minimum baseline background check for entrance onto Army installations for non-CAC holders to include entrance of visitors. The FBI permits the use of NCIC III for vetting visitors to ensure the security of military installations.

5.1.5 The Contractor's representative shall, at no additional cost, meet with the COR when requested by the COR to discuss any problems that the Contractor's personnel may be experiencing during the performance of this contract. Problems experienced by the Government with the Contractor's performance will be discussed and resolved. Unresolved problems will be referred to the Contracting Officer (KO) for resolution.

5.1.6 The Contractor shall provide points of contact (POC) information for administration of the contract during normal business hours and after normal business hours. The POC for other than normal business hours will be contacted only in the event of emergencies. Accordingly, the named individual(s) shall possess sufficient corporate authority to effectively deal with emergency situations and the telephone number provided shall be functioning at all times other than normal business hours.

5.2 Billing and Invoicing: The Contractor shall submit invoices electronically monthly based on the number of meals consumed during the billing period. Once invoices are submitted, the Government will pay for DFAC services monthly based on the number of meals consumed during the billing period.

5.3 Contractor Personnel, and Qualifications:

5.3.1 Dining Facility Manager: Oversees all food services. The DFM will direct all work and be responsible for performance, to meet the specific performance requirements and standards in the Performance Work Statement (PWS).

5.3.1.1 Qualifications:

5.3.1.1.1 Within the past eight years, two years' experience working in a large food service operation providing cafeteria style or multi-entree operation providing complete meal service.

5.3.1.1.2 One year shall have been served as a manager or an assistant manager.

5.3.1.1.3 Current sanitation certificate within the last four years.

5.3.1.1.4 Pass a background check.

5.3.1.1.5 Military food service experience in the pay grade of E-6 or above may be credited as management experience for this position.

5.3.1.1.6 Have the Annual Food Safety and Sanitation Training.

5.3.1.1.7 DFM shall not have been convicted of a felony.

5.3.1.1.8 DFM shall be a U.S. citizen or otherwise meet the requirements of AR 25-2, Information Assurance.

5.3.1.1.9 DFM shall be able to read, write, and speak English well enough and enunciate with sufficient clarity to effectively communicate with customers and other Government personnel.

5.3.1.1.10 A resume of the DFM is submitted to COR to verify qualifications have been met.

5.3.2 Dining Facility Shift Leaders: Shift Leaders shall be responsible for direction and supervision of staff during operating hours. Shift leaders will direct other employee through their daily routines and interact with customers to ensure they have a satisfactory experience.

5.3.2.1 Qualifications:

5.3.2.1.1 Experience preparing food products in a cafeteria style dining establishment.

5.3.2.1.2 Formal civilian education degree or certificate in culinary arts or food preparation can substitute experience level.

5.3.2.1.3 Formal education as a military cook can substitute education and experience.

5.3.2.1.4 Pass a background check / or have previously done so.

5.3.2.1.5 Have a current Serve Safe certification.

5.3.2.1.6 Have Annual Food Safety and Sanitation Training.
5.3.2.1.7 Shift leaders shall not have been convicted of a felony.

5.3.2.1.8 Shift Leaders shall be a U.S. citizen or otherwise meet the requirements of AR 25-2, Information Assurance.

5.3.2.1.9 Shift leaders. Shall be able to read, write, and speak English well enough and enunciate with sufficient clarity to effectively communicate with customers and other Government personnel.

5.3.3 Dining Facility Attendants (DFA) and Food Handlers: Day-to-day workers that maintain the serving line and ensure the dining facility is keep in a clean and sanitary condition.

5.3.3.1 Qualifications:

5.3.3.1.1 Pass a background check.

5.3.3.1.2. DFAs and food handlers shall not have been convicted of a felony.

5.3.3.1.3 DFAs shall be a U.S. citizen or otherwise meet the requirements of AR 25-2, Information Assurance.

5.3.3.1.4 Have Annual Food Safety and Sanitation Training

5.3.3.1.5 DFAs and food handlers shall be able to read, write, and speak English well enough and enunciate with sufficient clarity to effectively communicate with customers and other Government personnel.

5.4 The Contractor shall provide the necessary resources to manage, perform, and administer the contract. The contractor shall ensure all employees maintain their training records and ensure employees training is up-to-date at all times.

5.4.1 Contractor employees shall wear clean clothing when working.

5.4.2 Contractor employees shall conduct themselves according to installation policies concerning personal conduct.

5.4.3 Disposable Food Preparation, Serving, and Packaging Materials. The Contractor shall furnish disposable food preparation, serving, and packaging materials to meet the requirements stated in the contract. Products shall include such things as plastic utensils, paper napkins, aprons, head and beard nets, disposable hats, butcher paper, plastic wraps for food storage and protection, disposable and non-disposable gloves and all other necessary expendable products required for the preparation, service and storage of food and food products. The Contractor shall also provide all products and cleaning supplies necessary for the proper sanitation of the kitchen and dining areas under the control of the Contractor.

5.4.4 All meals shall be available for customers as a carry out option during normal meal serving periods. Contractor shall provide covered to-go trays, flatware, napkins, and condiments. Issues or abuse of the carry out meal policy shall be discussed with the COR if the contractor feels that there is abuse of this policy. Bag meals will be offered at the same price or lower than the meal being served. Bag meals will be prepared by the Contactor not more than 24 hours in advance of scheduled pickup and will be kept refrigerated until issued to the customer.

5.4.5 The Contractor shall prepare bulk meals for remote site feeding, when requested. The Government will provide insulated food containers (IFC) and transportation of IFCs to offsite feeding location and return. The customer is responsible for cleaning their IFCs prior to issuing them to the DFAC. The Contractor shall provide serving utensils for offsite feeding in order to assist the customer in serving proper portion sizes. Portion sizes shall be annotated on the exterior of the IFC.

5.4.5.1 The contractor shall provide meals to accommodate religious affiliation meal restrictions based on that individuals' religious beliefs. These meals shall be provided at no additional cost to the government. Meals provided for religious accommodation will be requested NLT 14 days before the period of performance is to begin.

5.4.6 All meals, to include bag meals, shall contain at least 700 kCals. The kCals shall be balanced with 45%-65% carbohydrates, 20%-35% protein, 20-35% dietary fats, and less than 10% in added sugars. There shall be no more than 1500 mg of sodium per meal. At least one drink shall be included with all meals, bag meals shall include an individual drink that is at least 8 ounces.

5.4.7 The Contractor shall provide a minimum of one supplemental food item for each meal in addition to a salad option that provides No less than 1100 kCals when added to primary meal. These items are intended for personnel who require additional calories. These items may include the following: bread, cereal, salad, trail mix or nuts, individual peanut or nut butter packets, pudding, olives, guacamole, granola, muffins, or boiled eggs. This is not an inclusive list. The contractor may utilize items outside of the previous list to supplement calories for personnel with higher caloric needs.

Supplemental items should complement the meal being served. Caloric totals for meals including supplemental food items will be a minimum of 1100kCAL when included with normal 700kcal meal.

5.4.8 To Go Meal Option: The Contractor shall provide a to go plate option at the serving line. The to go plate shall be a disposable plate or tray that a meal can be enclosed in and shall also include disposable eating utensils.

5.4.9 Military units will coordinate for offsite meals through the COR and will provide their own IFC containers, paper plates, flatware, napkins, and drink glasses for offsite meals. The Contractor shall provide all necessary condiments along with detailed serving instructions labeled with date and time packed.

5.4.10 Task Orders are due to the contractor NLT 14 calendar days before Period of Performance begins. If requests are submitted after that 14 day deadline the contractor must approve task orders or increases to Task Orders.

5.4.11 Cancellation Policy: See below tiered cancellation policy for full/partial cancellation of meal requirements.

72 Hours notice or less	72 hours to 5 days notice	6 to 9 days notice	10 days or more
100% calendar numbers guaranteed	85% calendar numbers guaranteed	60% calendar numbers guaranteed	No guaranteed numbers

5.4.11.1 48 hours prior to the first meal served, a unit representative or contracting representative shall coordinate with the on-site Dining Facility Manager to ensure headcount matches numbers of meals ordered per Task Orders (TOs), in the event that the numbers do not coincide, the Contractor shall only serve the numbers of meals agreed upon 48 hours prior to first meal served.

5.4.11.2 If a unit representative fails to coordinate numbers of meals ordered, the Contractor shall only invoice for services rendered. If the Contractor incurred costs at the fault of the Government, a claim may be submitted IAW FAR Part 33. The frequency of claims submitted may be negotiated with the Contracting Officer.

5.4.11.3 Acts of God: If services are no longer necessary and training events, IDT, AT, etc., are ordered to be cancelled due to Acts of God, all impacted orders will be canceled immediately, and the contractor and government will split the burden 50/50 on any meals under the 72-hour cancellation notice timeline.

5.4.11.4 Government shutdown: If services are no longer necessary and training events, IDT, AT, etc., are ordered to be cancelled due to a government shutdown, all impacted orders will be cancelled immediately. The government will not obligate any funds during the period of shutdown. If the Contractor incurred costs at the fault of the Government

during the period of the government shutdown, a claim may be submitted IAW FAR Part 33.

5.5 Contractor Personnel Conduct and Removal:

5.5.1 This is a non-personal services contract. The Government will not supervise contractor employees nor control the method by which the contractor performs the required tasks. The Government will not assign tasks to or prepare work schedules for the contractor. The contractor shall be the responsible to manage its employees and to guard against any actions that are of the nature of personal services or give the perception of personal services. If the contractor believes that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Contracting Officer immediately. This contract is between the Wyoming Military Department and the contractor. This includes any entities with a valid support agreement with the Wyoming Military Department.

5.5.1.1 The inspection and acceptance point for all services rendered under this contract will be by the Contracting Officer Representative (COR) for the DFAC, Camp Guernsey, Wyoming. The performance by the contractor for the quality of services rendered, and any documentation or written material in support of same, shall be subject to continuous inspection, surveillance and review for acceptance by the COR or designated representative. Any services rendered by the contractor employees to customers or interaction with military/civilian personnel deemed unprofessional, threatening, or dangerous by the COR will be considered as grounds for immediate removal of the contractor employee and termination under clause 52.212-4(m) Termination for Cause. Other performance evaluation factors will be monitored that are not quantified by numerical measurements: Contractor relationship with Camp Guernsey staff/Government contracting personnel; compliance with Camp Guernsey policy and procedures.

5.5.2 Conduct:

5.5.2.1 The Contractor shall ensure that its employees do not introduce new procedures or services without prior approval of the COR or representative. In disagreements or deviations from established or new procedures/policies, the COR or representative, will be the deciding authority.

5.5.2.2 The Contractor shall ensure that its employees comply with DFAC and Camp Guernsey policies regarding personal appearance and conduct.

5.5.2.3 The Contractor shall ensure that its employees abide by federal and local regulations and requirements concerning the nature of limited privileged communication as may be necessary for security and personnel reliability programs. All regulations referenced are available for review from the COR.

5.5.2.4 Contractor shall abide by all Camp Guernsey policies, rules and ARs. When commencing work under this contract, Contractor shall obtain an in-processing checklist from the COR and provide the COR a copy when completed.

5.5.2.5 The Contractor shall ensure that its employees make use of all appropriate equipment; supplies and services made available by the Government.

5.5.2.6 Smoking: The Contractor shall ensure that its employees comply with the Camp Guernsey smoking policy.

5.5.2.7 Complaints. Complaints will be validated by the COR and be reported in writing to the KO and to the Contractor for action, if it constitutes a failure to perform, as determined by the Government. Customers may also be a source of legitimate complaints that constitute a failure to perform. Any customer complaints received on services provided by the contractor will be taken very seriously at the DFAC and as such will be considered a part of the inspection process.

5.5.2.8 Notice of Violation (NOV). If an NOV is issued to the Government or Contractor due to the Contractor's error or omission, the Contractor shall be held liable for damages to include fines, penalties and/or corrective actions imposed by federal, state or local agencies.

5.5.3 Removal of Employees:

5.5.3.1 At any time during the performance of this contract, the KO or COR may direct the Contractor to immediately remove any employee whose actions or impaired state raises reasonable suspicion that clear and present danger of physical harm exists to other employees, Government personnel or to the impaired individual. This provision will be used in emergency situations only and not for the purpose of bringing performance issues or other non-urgent concerns to the attention of the Contractor.

5.5.3.2 If the need for a removal occurs, the COR will contact the Contractor's point of contact and direct the Contractor to remove that individual from the military facility and to not use that individual to perform any food services required under this contract until the issue has been resolved by the KO. A review of the basis for removal will be made by the KO within three working days after the COR directed the removal.

5.5.3.3 If, after any investigation deemed necessary by the KO and discussions with the Contractor's representative, the KO concludes that the employee's impairment requires permanent removal from performance under the contract, the KO will notify the Contractor that permanent removal is required. In the event of disagreements between the Government and the Contractor's representative concerning matters of impaired employees, the decision of the KO will be final. During the period of time between the removal and the final decision of the KO, the Contractor shall provide a backup/replacement employee in accordance with the terms and conditions of this contract.

5.6 Program Management: The contractor shall perform the requirements in this Performance Work Statement (PWS) and conform to the professional industry standard. Contractor tasks include but is not limited to: dining facility management; menu planning, food preparation; serving and replenishing food; ordering subsistence, receipt and storage of subsistence items; cleaning of the dining facilities, equipment and implements; headcount/cashier; bussing tables.

5.6.1 The Contractor shall maintain property accountability for all expendable, durable supplies and assigned Government Furnished Property (GFP).

5.6.2 The contractor shall develop, maintain, and implement a Property Control Plan (PCP). The PCP shall be submitted in writing to the Government within 10 working days of contract award. The Government Property Administrator (GPA) implements the approved PCP.

5.6.3 The Contractor shall manage, maintain, and track administrative functions for food preparation operations.

5.6.4 Quality Management:

5.6.4.1 In addition to developing a QCP, the governement shall post QR codes throughout the dining facility that will direct customers to the Department of Defense (DOD) Interactive Customer Evaluation (ICE) website so that customers can provide feedback to the COR about the DFAC.

5.6.4.2 Small Wares: The Government shall provide all necessary kitchen and dining room preparation and service wares. The Contractor shall take reasonable and prudent measures necessary to assure that all equipment is properly used and cared for. Failure to take such measures shall result in replacement of broken and/or damaged equipment at the expense of the Contractor. The Contractor shall be responsible for the prudent care of all equipment in its use. The contractor shall warrant that it shall take reasonable and prudent measures to assure that equipment furnished by the Government is properly operated, cleaned and maintained. Repair costs and replacement costs caused by the negligence of the contractor or their employees shall be the contractor's responsibility to reimburse the Government.

5.6.5 Sanitation Management: Perform janitorial duties in support of dining facility operations. Perform Sanitation duties as prescribed in this section.

5.6.5.1 The contractor shall furnish and maintain expendable cleaning supplies to support food service sanitation and personnel hygiene practices in support of the food operations. Contractor shall properly store chemicals and cleaning supplies away from food and food preparation surfaces. Safety Data Sheet (SDS) binder will be maintained by management.

5.6.5.2 Clean and sanitize all dining facility restrooms, floors and floor coverings, all surfaces and equipment, to include tables and chairs. Windows and window coverings will be free of dirt, insects, hand and fingerprints.

5.6.5.3 Pots and pans will be washed, rinsed, and sanitized in three compartment sink at proper temperatures 1st sink (wash) 110° F, 2nd sink (rinse) 120° F, 3rd sink (sanitize) 171° F.

5.6.5.4 Wash and sanitize all dinnerware using industrial dishwasher.

5.6.5.5 Properly dispose of waste, grease, and clean trash cans. Ensure proper containers are used for grease, trash, and recycling.

5.6.5.6 Exhaust hoods and filters will be wiped down and cleaned daily. Government will schedule exhaust and filters to be cleaned quarterly.

5.6.5.7 The Contractor shall police loading docks, dumpster area, and area surrounding dining facilities for litter, cigarette butts, raw food/ingredients, food waste and foreign matter. These areas will be cleaned daily to prevent grease, dirt and refuge buildup IAW contractor provided approve quality control plan.

5.6.5.8 Contractor will notify the COR if any snow or ice removal is needed or if any workorders are required.

5.6.5.9 Contractor will obtain, at contractors' cost, a food service license from the Wyoming Department of Agriculture.

5.7 Food Preparation and Delivery: The contractor shall provide well-balanced, healthy meals for each meal period.

5.7.1 The Contractor shall track and create 30-day menus. Menus will meet all nutrition requirements outlined in paragraphs 2.4.6 and 2.4.7 of this PWS. Portions and calorie count will be displayed on the serving line. Contractor will determine the proper portion size. 30-day menus with macros and kCals annotated will be submitted to the COR for final approval no later than 10 days prior to the start of the menu period.

5.7.2 The Contractor shall order, inspect, receipt, and store subsistence for operations. Ensure perishable subsistence are received and stored within 30 minutes of receipt. Contractor shall maintain a two day of inventory of perishable subsistence.

5.7.3 The contractor shall operate and manage an automated Point of Sale system or follow manual headcount procedures.

5.7.4 The Contractor shall Garnish and Setup the serving line no later than 15 minutes and not earlier than 30 minutes prior to serving periods.

5.7.1 The contractor shall ensure nutrition (Calorie Cards) information is displayed at all times on the serving line during serving periods.

5.7.5 Serve at a minimum rate of 8 to 10 meals per minute.

5.7.6 All leftover meals will be served at the end of the serving line as an additional choice, but not an entrée. Leftover meals cannot be used to create a new entrée. Leftovers will be safely stored and labeled within the time limits specified in TB MED 530.

5.8 Maintenance: The Contractor shall inspect, document, and perform minor maintenance on dining facility equipment. Should major repairs be required, the Contractor shall submit a work order to the COR. The COR will request assistance from the Facilities and Maintenance Section at Camp Guernsey.

5.9 Non-Contracted Meal(s): The contractor shall provide Non-Contracted Meal(s), defined as a set of individual customer(s) (i.e., Officers, Active Guard Reserves, Civilians, etc.) which will not be accounted for via an individual Task Order (TO), but will be separately accounted for and reported as described herein. These customer(s) shall pay directly to the contractor the same established/posted meal rate(s) per Contract Line-Item Number (CLIN) amounts.

5.9.1 The Wyoming National Guard is not responsible for payment of these meals. These Non-Contracted Meals will be authorized to be served at the DFAC only when the contractor is available by request through an already separately occurring TO. Any exceptions to the aforementioned will require prior approval from the KO no later than one week ahead of time. The Contracting Officer reserves the right to restrict/limit walk ins in order to ensure that all task orders can be fulfilled under the constraints of the contract.

5.9.2 Once a tracking mechanism is established, the contractor shall not deviate from such practice. All Non-Contracted Meal customers shall be tracked by the contractor utilizing a:

a. DA Form 3032, Signature headcount Sheet;
b. An Excel Spreadsheet; or
c. An accounting system of the contractor's choosing. (i.e., PayPal, Square, etc.)

5.9.3 The monthly rollup number of Non-Contracted Meal customer(s) and the amount(s) paid shall be reported to the KO and COR no later than the first Monday of the following month. NOTE: The number of Non-Contracted Meals reported shall count towards the max IDIQ amount.

5.10 Service Contract Reporting

5.10.1 The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the National Guard Bureau (or your organization) via a secure data collection site.

5.10.2 The contractor shall completely fill in all required data fields using the following web address: https://sam.gov. Log in and select Entity Registrations and then select Service Contract Reporting.

The Contractor shall report the required information annually by October 31, for services performed under this contract during the preceding Government fiscal year (October 1-September 30).

The DoD Guidebook for Service Contract Reporting in SAM, available on the DoD Procurement Toolbox at https://dodprocurementtoolbox.com/site-pages/service-contract-reporting-scr. The General Services Administration (GSA) has also posted additional guidance such as quick start guides, informational videos, and frequently asked questions, that can be accessed by going to https://sam.gov and searching the "HELP" section. The SAM Federal User Guide is also available in the "HELP" section for comprehensive instructions on navigating SAM. Contractors requiring assistance using SAM should contact the Federal Service Desk at https://www.fsd.gov.

Personal Identity Verification (PIV) of Federal Employees and Contractors (paragraph 9)			
DoDM 5200.2 Procedures for the DoD Personnel Security Program (PSP)	04/03/2017	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/
DoDI 5200.46 DoD Investigative and Adjudicative Guidance for Issuing the Common Access Card (CAC)	09/09/14 (Change 1: 05/04/2018)	Advisory	https://www.esd.whs.mil/Directives/issuances/dodi/
Homeland Security Presidential Directive (HSPD)-12 Policy for a Common Identification Standard for Federal Employees and Contractors	08/27/2004	Mandatory	https://www.dhs.gov/homeland-security-presidentialdirective-12
DoDI 5400.11 Department of Defense Privacy and Civil Liberties Programs	01/29/2019	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodi/
DoD 5400.11-R Department of Defense Privacy Program	05/14/2007	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/
DoDD 8140.01 Cyberspace Workforce Management	10/05/2020	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodd/
DoD 8570.01-M Information Assurance Workforce Improvement Program	12/19/2005 (Change 4: 11/10/2015)	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/
DoD 5220.22-M National Industrial Security Program Operating Manual (NISPOM)	02/28/2006 (Change 2: 05/18/2016)	Mandatory	https://www.esd.whs.mil/Directives/issuances/dodm/
Army Directive 2014-05 Policy and Implementation Procedures for Common Access Card Credentialing and Installation Access for Uncleared Contractors	03/07/2014	Advisory	https://armypubs.army.mil/ProductMaps/PubForm/ArmyDir.aspx
AR 25-2 Information Assurance	04/04/2019	Mandatory	http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx
AR 530-1 Operations Security	09/26/2014	Mandatory	http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx
AR 525-13 Antiterrorism	12/09/2019	Mandatory	http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx
AR 381-12 Threat Awareness and Reporting Program (TARP) (Section II, ¶ 2-4.b)	06/01/2016	Mandatory	http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx
AR 30-22 Army Food Program	07/17/2019	Mandatory	Army Publishing Directorate – Army Regulations
AR 40-25 Nutrition and Menu Standards	01/03/2017	Mandatory	Army Publishing Directorate – Army Regulations
TB MED 530 Tri-Service Food Code	03/01/2019	Mandatory	Army Publishing Directorate – Technical Bulletins

DA PAM 30-22 Operating Procedures For The Army Food Program	07/17/2019	Advisory	Army Publishing Directorate – DA Pamphlets

6.0 Applicable Publications: Publications applicable to this PWS are listed below:

Publication (Chapter/Page)	Date of Publication	Mandatory or Advisory	Website
Federal Acquisition Regulation	05/01/2024	Mandatory	https://www.acquisition.gov/?q=browsefar
Defense Federal Acquisition Regulation Supplement	04/25/24	Mandatory	http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html or https://www.acquisition.gov/dfars
Joint Travel Regulation (JTR)		Advisory	https://www.defensetravel.dod.mil/site/travelreg.cfm
DoDM 1000.13-M-V1 DoD Identification (ID) Cards (Enclosure 2, paragraph 3.b)	01/23/2014 (Change 1: 07/28/2020)	Mandatory	http://www.esd.whs.mil/Directives/issuances/dodm
Federal Information Processing Standards (FIPS) Publication 201-2	August 2013	Mandatory	http://nvlpubs.nist.gov/nistpubs/FIPS/NIST.FIPS.201-2.pdf

6.1 Applicable Forms: Forms applicable to the PWS are listed below:

Form	Date	Website
DD 1172-2 Application for Identification Card/DEERS Enrollment	Mar 2017	http://www.dtic.mil/whs/directives/forms/index.htm
I-9 Employment Eligibility Verification	10/21/2019	https://www.uscis.gov/sites/default/files/files/form/i-9.pdf
DD 441 Department of Defense Security Agreement	Feb 2020	http://www.dtic.mil/whs/directives/forms/dd/ddforms00010499.htm
DD 250 Material Inspection and Receiving Report	Aug 2000	https://www.esd.whs.mil/Directives/forms/dd0001_0499/
DA Form 2062 Hand Receipt/Annex Number	12/01/2023	Army Publishing Directorate – DA FORMS (Range 2001 - 2999)
DA Form 3032 Signature Headcount Sheet	07/01/2002	Army Publishing Directorate – DA FORMS (Range 3000 - 3999)
DA Form 3034 Production Schedule	03/01/2006	Army Publishing Directorate – DA FORMS (Range 3000 - 3999)
DA Form 3988	07/01/2002	Army Publishing Directorate – DA FORMS (Range 3000 - 3999)

Equipment Replacement Record		
DA Form 7589 Subsistence Vendor Contract Discrepancy Report	03/01/2006	Army Publishing Directorate – DA FORMS (Range 7001 - 7999)

TECHNICAL EXHIBIT 1

Performance Requirements Summary (PRS)

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

Performance Objective	Performance Standard	Acceptable Quality Levels (AQL)	Surveillance Method / By Whom
5.4.6	All meals, including bag meals, must meet nutritional requirements	E: 100% compliance with standard VG: 90% compliance with standard S: 80% compliance with standard M: 70% compliance with standard U: 60% compliance with standard	Periodic Random Inspection/ COR review/ Customer Feedback
5.4.7	The Contractor must Provide supplemental items at each meal in order to provide additional calories for customers with higher caloric needs	E: 100% compliance with standard VG: 90% compliance with standard S: 80% compliance with standard M: 70% compliance with standard U: 60% compliance with standard	Periodic Random Inspection/ COR review/ Customer Feedback
5.4.8	Contractor must provide a grab and go meal option for all breakfast, lunch, and dinner meals	E: 100% compliance with standard VG: 90% compliance with standard S: 80% compliance with standard M: 70% compliance with standard U: 60% compliance with standard	Periodic Random Inspection/ COR review/ Customer Feedback

5.6.5	Contractor shall perform Dining Facility Sanitation and Custodial Operations	E: 100% compliance with standard VG: 90% compliance with standard S: 80% compliance with standard M: 70% compliance with standard U: 60% compliance with standard	Periodic Random Inspection/ COR review/ Customer Feedback
5.1.3	The contractor shall establish processes and assign appropriate resources to effectively administer the requirement. The contractor shall respond to Government requests for contractual actions in a timely fashion. Complaints shall be addressed to the COR. DFM or Shift Leaders shall be on site full time during operating hours	E: 100% compliance with standard VG: 90% compliance with standard S: 80% compliance with standard M: 70% compliance with standard U: 60% compliance with standard	Periodic Random Inspection/ COR review/ Customer Feedback

TECHNICAL EXHIBIT 2

Deliverables Schedule

PWS Reference / Deliverable Title	Frequency	Number of Copies	Medium/Format	Submit To
1.4.5.3 AT Level 1 Awareness Training Certificates	Provide within 15 calendar days after employee completes training.	1	Electronic Submission	COR
1.4.5.4 iWATCH Training Certificates	Provide within 15 calendar days after employee completes training.	1	Electronic Submission	COR
1.4.5.11 OPSEC Training Certificates	Provide within 15 calendar days after employee completes training.	1	Electronic Submission	COR
1.4.10 Identification Media	Return within 14 days of employee's departure from contract performance.	Original(s)	Hard Copy	KO
5.3.1.1.10 A resume of the DFM to verify qualifications have been met.	Provide within 15 calendar days after contract is received.	1	Electronic Submission	KO and COR
1.4.3 Quality Control Plan (QCP)	Provide within 10 calendar days after contract is received.	2	Electronic Submission	KO and COR
5.7.1 Monthly menus	No later than 5 days prior to the start of the month	1	Electronic Submission	COR
1.4.7.1 Sanitation certificate within the last 4 years.	Provide within 15 calendar days after contract is received.	1	Electronic Submission	COR

TECHNICAL EXHIBIT 3

Estimated Workload Data

This information is provided for historical background only. It is not a guarantee of workload quantities.

ITEM	NAME	ANNUAL ESTIMATED QUANTITY
1	Breakfast Meals	7,100 (FY23) 10,200 (FY24)
2	Lunch Meals	3,500 (FY23) 3,600 (FY24)
3	Dinner Meals	5,300 (FY23) 9,500 (FY24)