PERFORMANCE WORK STATEMENT
FOR
INTEGRATED SOLID WASTE MANAGEMENT

REFUSE AND RECYCLING

Dobbins Air Reserve Base, Georgia
Rev. 1 July 2026

1. DESCRIPTION OF SERVICES. The contractor shall provide all personnel, equipment, tools, materials, vehicles, supervision, and other items and services necessary to perform solid waste management and recycling services at Dobbins Air Reserve Base (ARB). The Contractor shall perform in accordance with the standards in the contract as well as all local, state, and federal regulations. Estimated workload factors are based on historical rates, container locations, and pickup frequencies which are located in Appendix A. Estimated collection areas are in Appendix B.

1.1. COLLECTION REQUIREMENTS.

1.1.1 Main Base

1.1.1.1. Municipal Solid Waste (MSW). The contractor shall empty MSW containers/dumpsters in accordance with Appendix A, Table A3, for the first 30 days of performance. The contractor shall establish initial vehicle routes and collection schedules upon contract award. They are to be submitted to the Contracting Officer (CO) and Contracting Officer Representative (COR) no less than five (5) calendar days prior to start of contract performance. (CDRL A002) The contractor may propose adjustments to the schedule at any time but as a minimum the COR and contractor shall monitor fill capacities during the first 30 days of performance and during one other period to be agreed upon during the same performance period, in order to determine if adjustments to container size, routes, or frequencies should be made to provide the minimum number of pickups necessary to maintain a healthy, vector free environment and prevent waste container overflow. No changes are allowed to the schedule or haul route without CO or COR coordination. Historical frequency tables are located at Appendix A, Table A3. When the contractor completes service at a location there shall be no litter, waste, and recyclable material on the ground within a 10 foot radius of the container.

1.1.1.2. RESERVED

1.1.1.3. Recycling. The contractor shall collect recyclable materials (paper, cardboard, and scrap metals) on Dobbins ARB. The contractor shall empty recycling containers/dumpsters in accordance with Appendix A, Table A3, for the first 30 days of performance. The contractor shall establish vehicles routes and collection schedules upon contract award. They are to be submitted to the CO and COR no less than five (5) calendar days prior to start of contract performance. (CDRL A002) The contractor may propose adjustments to the schedule at any time but as a minimum the Contracting Officer Representative (COR) and contractor shall monitor fill capacities during the first 30 days of performance and during one other period to be agreed upon during the same performance period, in order to determine if adjustments to container size, routes, or frequencies should be made to provide the minimum number of pickups necessary to prevent recycling container overflow. No changes are allowed to the schedule or haul route without CO or COR coordination. When the contractor completes service at a location there shall be no litter, waste, and recyclable material on the ground within a 10 foot radius of the container. The Contractor shall be responsible for transporting paper and cardboard materials offsite on the day of collection for eventual recycling, composting, or mulching. Contractor shall coordinate

transport and eventual recycling of scrap metals. Shipping documents shall be signed and provided to the COR via email on the same day as shipment date.

1.1.1.3.1. Discarded Paper and Cardboard. Contractor shall collect discarded paper and cardboard from deployed recycling containers/dumpsters indicated in Appendix A, Table A3. Contractor shall be responsible for the offsite transport of all discarded paper and cardboard on the day of collection. Contractor shall ensure that containers are easily accessible to government personnel. Contractor shall ensure all paper and cardboard is recycled, composted, or mulched to the maximum extent possible. Justification for any paper and cardboard not recycled, composted, or mulched must be provided. An estimate of paper collected annually for recycling, based on historic data, is provided in Appendix A, Table A2.

1.1.1.3.2. Scrap Metal. Contractor shall coordinate transport and eventual recycling of scrap metals. Contractor shall arrange for the placement of a roll-off container, to be placed within the Recycling Center compound, for the collection of general ferrous metal, aluminum, brass, and copper, which shall be deposited by government personnel. The size of the roll-off shall be selected in coordination with the COR and based on historical use. Contractor shall arrange for a swap-out of a filled roll-off for an empty roll-off as needed, ensuring that the materials in the roll-off do not protrude above the top. In advance of scrap metal collection, contractor shall select a buyer and/or recycler that must be approved by the COR. Justification for any scrap metal not recycled must be provided. An estimate of scrap metal collected annually for recycling, based on historic data, is provided in Appendix A, Table A2. Contractor shall provide weight tickets of all roll-off containers to the COR.

1.1.1.4 Bulk Waste. Contractor shall arrange for the placement of a roll-off container for the collection of general bulk wastes deposited by government personnel. The roll-off container shall be placed within the Recycling Center compound located adjacent to Building 560. The size of the roll-off shall be selected in coordination with the COR and based on historical use. Contractor shall arrange for a swap-out of a filled roll-off for an empty roll-off as needed, ensuring that the materials in the roll-off do not protrude above the top. Bulk waste may be recycled or disposed in a landfill. Contractor shall provide weight tickets of all roll-off containers to the COR. Along with the weight ticket for each roll-off container, contractor shall indicate whether the contents of each roll-off were recycled or disposed at a landfill. When the contractor completes swap-out service for a roll-off there shall be no litter, waste, and recyclable material on the ground within a 10 foot radius of the container.

1.1.2. RESERVED

1.1.3. Over and Above Requirements. The following services shall be priced separately in accordance with the cost contained in Exhibit A. The contractor shall be compensated IAW the price specified on Exhibit A of the bid schedule for that service.

1.1.3.1. Unscheduled Pickup and Special Events. In addition to the scheduled solid waste collections, the CO or COR may request the contractor make unscheduled collections and

disposals. For unscheduled collections, the contractor shall respond within one business day of notification from the CO or COR. For special events, the contractor shall also provide (or reposition as directed) solid waste containers. These containers shall be placed in locations for a length of time designated by the CO or COR. The CO or COR shall notify the contractor in writing at least 7 days in advance of the special event date. See Appendix A, Table A1, for workload data.

1.1.3.2. Construction and Demolition Debris (C&D). When requested by the CO or COR, the contractor shall provide roll-off containers for collection of C&D and various landscape debris (grass trimmings, tree branches, etc.). The contractor shall place containers at the designated site within one business day of notification by the CO or COR. The contractor shall recycle or dispose of all C&D/landscape debris at a recycling facility or permitted landfill. Contractor shall provide weight tickets of all roll-off containers to the COR. Along with the weight ticket for each roll-off container, contractor shall indicate whether the contents of each roll-off were recycled or disposed at a landfill. Contractor shall be on an "on call" basis within one business day of notification by the CO or COR.

1.1.3.3. RESERVED

1.1.3.4. RESERVED

1.1.3.5. RESERVED

1.1.3.6. RESERVED

1.1.3.7. Additional Pickups. In the event unusual conditions cause a container to require pickup before the scheduled time, the CO or COR may request in writing (email/ Fax sufficient) pickup within 24 hours and the contractor will be compensated at a unit rate based on the container size.

1.1.3.8. Container Relocations. The Government may request relocation of containers. The request will be made in writing and the container will be relocated within 72 hours.

1.1.4. Inclement Weather Schedule. The contractor shall collect MSW and recyclable material during periods of inclement weather. In cases of severe weather, the CO or COR may authorize exceptions. When exceptions are granted all missed collections shall be performed within 24 hours after the severe weather has terminated, unless the CO authorizes additional time.

1.1.5. Route Parameters. The contractor shall propose routes to the base through the Base Commercial Gate to the CO and COR for acceptance. Collection shall be made between the hours of 0730 – 1400. Collection outside these hours shall require prior coordination of the CO or COR. Recyclable collection shall also be in accordance with Section 4.3 of this PWS.

1.1.6. Points of Collection. Collection stations for MSW and recyclable materials are listed in Appendix A, Table A3, and shown in Appendix B. The contractor shall position bulk containers for customer ease in depositing MSW and paper/cardboard. MSW and recyclable paper/cardboard

containers shall be placed adjacent to one another. The contractor shall also position containers to minimize interference with adjacent parking areas, sidewalks, roadways, overhead utilities, trees, storm drains, and other potential obstructions.

1.1.7. Cubic Yard Capacity. Proposed capacity of containers is indicated in Appendix A, Table A3. The contractor is encouraged to identify changes to the capacity of containers and/or pickup frequency to improve the overall efficiency of MSW and recycling removal, and to submit these changes to the CO or COR. No changes shall be made until the proposed change is coordinated with the CO or COR.

1.1.8. Government-Approved Containers. Collection of MSW and recyclable materials in all areas shall be from contractor-provided, CO or COR accepted containers. The contractor shall furnish either brown or green containers for MSW that match the color scheme of the base. The contractor shall furnish blue containers for recyclable materials. The color for all contractor provided containers must be approved by the CO or COR and match the color scheme of the base. All MSW and recyclable containers must be equipped with gravity lock bars or equivalent latches that keep the container lids closed. The container lid locking mechanism must be approved by the CO or COR.

1.1.9. Maintaining Containers and Collection Area. The contractor shall return all MSW and recycling containers to their original location after servicing, in an upright position with the lids securely in place (closed). The contractor is responsible for cleaning up any spills, debris, etc., on the ground within ten feet of the container when servicing a location. The contractor shall collect debris placed at collection stations; for example, tree branches, sacks, cartons, boxes, cans, tied bundles, or other containers. It is intended that the majority of debris will be placed in containers. The contractor shall notify the COR of locations where debris is frequently placed outside of containers so the COR may notify facility managers and, if necessary, the contractor can adjust the container size or pickup frequency with CO or COR approval. The contractor shall be responsible for keeping collection areas free of solid waste and debris. The contractor shall also notify the COR if it is discovered that a particular receptacle is being utilized for the wrong material.

1.1.10. Vehicle Weighing. All vehicles used to collect MSW and C&D materials shall be weighed on state certified vehicle scales prior to any base collections and weighed again after departing the base and prior to making any collections off base. Incoming and outgoing vehicle weights shall be recorded on weigh tickets provided by the operator at the weigh station. The contractor shall submit a monthly report (para 1.5) that includes weight tickets that reflect the disposed tonnage figures, date of disposal, and type of vehicle and cost of landfill tipping fees. The contractor shall be reimbursed for tipping fees according to submitted invoices.

1.2. RECYCLABLE MATERIALS PROCESSING. The base operates a recycling program to reduce the volume of non-hazardous solid waste generated. The contractor shall prepare paper cardboard, and scrap metal in a manner conducive to market sale. All recyclable materials shall be collected, stored, shipped, and disposed of in accordance with federal, state, and base environmental regulations. In lieu of providing a check to the government for the resale of

recyclables, the contractor will apply the amount as a credit to tipping fees each month. The contractor is required to provide copies of checks received with end of month report submissions, for the government to track sales trends. Contractor shall provide a detailed accounting of the recyclable commodities (type/weight) collected and shipped/picked up. Contractor shall also provide a detailed accounting (type/weight) of final diversion/disposal method and the location of final diversion/disposal for all recyclable commodities. The contractor shall be aware of the DoD and USAF waste diversion goals and notify the base solid waste manager of potential diversion opportunities in the local area.

1.2.1. Materials. The following items shall be recycled: scrap metal, office paper, and corrugated cardboard. Contractor may recycle materials not listed above with prior coordination of the CO or COR. All recyclable items shall be stored, shipped and disposed of in accordance with federal and local environmental regulations.

1.2.2. Pickup Points. Contractor shall provide recycling containers/dumpsters at the locations specified in Appendix A, Table A3. Containers shall be emptied as specified in section 1.1.1.3.

1.2.3 RESERVED

1.2.4. RESERVED

1.2.5. Recycling Receipts. The contractor shall provide a summary of sale proceeds by type of commodity, along with original sales receipts for recyclable materials and the proceeds to the COR no later than the tenth calendar day of the month following the sale month. The sales receipts shall contain the weight, type and price of the commodity recycled. The contractor shall also submit an invoice of costs associated with the collection, processing, transporting and sale of recyclable commodities for reimbursement and provide receipts verifying actual charges.

1.2.6. RESERVED

1.3. DISPOSAL.

1.3.1. Off-Base Disposal. The contractor shall transport and dispose of all municipal solid waste at a permitted off-base disposal site. A copy of the landfill(s) operating permit that material is transported to shall be provided to the CO and COR within 10 days of contract award. (CDRL A001) The landfill must be in compliance with local, state, and federal regulations. The contractor shall not use any landfills under open enforcement orders. The contractor is responsible for disposal being in accordance with existing local, state, and federal regulations. The contractor shall be responsible for any permit or fees associated with the use of off-base disposal locations. The contractor shall invoice for reimbursement of tipping fees and provide receipts verifying actual charges.

1.3.2. Disposal of Non-marketable Materials. Disposal of non-marketable materials from processing recyclable materials at an off-base facility shall be the responsibility of the contractor.

This includes any recyclable material rejected for any reason. Contractor shall inform the CO or COR what material was rejected and reason for rejection. Contractor shall coordinate with the CO or COR for proper disposition methods of rejected materials.

1.4. EQUIPMENT MAINTENANCE. The contractor shall furnish containers that match the color scheme of the base. Containers that do not match the color scheme of the base must be approved by the CO or COR (refer to para. 1.1.8). Additional re-painting must match the approved color scheme. The contractor shall maintain all contractor provided containers ensuring they are free of unpleasant odors, dirt, debris, and pests. All containers must remain in good, workable condition, with no leaks. They must remain easily accessible to customers. The contractor shall perform all cleaning, painting, repair and other maintenance tasks off-base. Trucks and trailers used for hauling and collecting shall be free of odor, dirt, debris, and pests. Contractor vehicles and equipment shall not have any waste or equipment leaks such as oil or hydraulic fluid. Should any contractor vehicles or equipment have any leaks, the contractor is responsible for cleanup.

1.4.1. Vehicles. Trucks used for hauling and collecting shall be free of odor, dirt, debris, and pests. Contractor vehicles and equipment shall not allow any waste to accumulate or equipment leaks to remain leaking (i.e. oil or hydraulic fluid leaks); leaks or other issues needing immediate attention shall be repaired by the Contractor off base. The Contractor shall be responsible for any cleanup required as a result of leaks or malfunctions of Contractor equipment. Contractor shall not wash or maintain vehicles on the base; all maintenance shall occur off base.

1.4.2. RESERVED

1.5. REPORTS AND RECORDS. The contractor shall provide a monthly report, by the tenth calendar day of the month, detailing the previous months total tonnage of solid waste (MSW, C&D, Bulk Waste) collected, landfill tipping fees, weight tickets, manifests, and total weight of recyclable materials collected for recycling. ALL RECYCLABLE SALES RECEIPTS must accompany the report. The Contractor must ensure all weights provided are accurate. Format for these monthly reports shall be coordinated with the CO or COR.

Report / Record	Due By
Copy of landfill operating permit	10 days after contract award
Contract Manager / Alternate(s) contact information	10 days after contract award
Mission-Essential Contractor Services Plan	30 days after contract award
Weight Tickets	Monthly – by the 10th calendar day of each month
Total Tonnage MSW Report	Monthly – by the 10th calendar day of each month
Total Tonnage C&D	Monthly – by the 10th calendar day of each month
Total Recyclables Report	Monthly – by the 10th calendar day of each month
Recyclables Sales Receipts	Monthly – by the 10th calendar day of each month

2. SERVICE SUMMARY. The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold describes the minimum acceptable levels of service required for each requirement. The Services Summary (SS) and the Contractor's Quality Control Plan provide information on contract requirements, the expected level of Contractor performance, and the expected method of government validation and confirmation of services provided. These thresholds are critical to mission success. Procedures as set forth in the FAR 52.212-4 (a), Contract Terms and Conditions - Commercial Items, Inspection/Acceptance, will be used to remedy all deficiencies. During the first initial 30 days of the contract, two additional errors on each Performance Objective shall be allowed in an effort to identify normal phase-in problems.

Performance Objective	PWS para.	Performance Threshold
SS1: Collect MSW in accordance with the established schedule.	1.1.1.1	Periodic Surveillance: No deficiencies permitted Customer Complaint: No more than 2 Customer Complaints monthly.
SS2: Collect recyclable materials in accordance with the established schedule.	1.1.1.3	Periodic Surveillance: No deficiencies permitted Customer Complaint: No more than 2 customer complaints monthly.
SS3: Collect bulk waste in accordance with established guidelines	1.1.1.4	Periodic Surveillance: No deficiencies permitted Customer Complaint: No more than 2 Customer Complaints monthly.
SS4: Perform unscheduled collections required by the CO or COR	1.1.3.1	0 Deficiencies permitted.
SS5: Provide placement and pickup of roll-off containers required by the CO or COR	1.1.3.2	0 Deficiencies permitted.
SS6: Prepare recyclable materials for sale, coordinate pickups/shipments.	1.2	No Deficiencies permitted.
SS7: Dispose of Municipal Solid Waste in accordance with the established governing directives.	1.3	No Deficiencies permitted.

SS8: Maintain equipment in good workable condition. Vehicles, equipment, and containers washed and free of odors.	1.4	Periodic Surveillance: No deficiencies permitted Customer Complaint: No more than 2 Customer Complaints monthly.
SS9: Submit/maintain monthly reports and submit in accordance with established schedule	1.5	No Deficiencies permitted.

2.1. QUALITY CONTROL. The contractor shall develop and maintain a quality program to ensure integrated solid waste and recycling management is performed in accordance with commonly accepted commercial practices. The contractor shall develop and implement procedures to identify, prevent, and ensure non- recurrence of defective services. As a minimum the contractor shall develop quality control procedures addressing the areas identified in paragraph 2, Service Summary. Information regarding the contractor's quality control program/procedures shall be provided to the CO or COR upon request.

2.2. QUALITY ASSURANCE. The Government shall inspect and evaluate the Contractor's performance to ensure services are received in accordance with requirements set forth in this PWS. The contractor shall provide work schedules to the COR in accordance with paragraph 4.3 of this PWS. The COR shall inspect by validating actual work performance, physically checking an attribute of the completed task, checking a management information report, investigating customer complaints, conferring with facility managers, or otherwise inspecting the task or its results to determine whether or not performance meets the standards contained in this PWS. The COR will use the Contractor's work schedule or modified version thereof, to record validation results. Results of the validation then become the official Air Force record of the Contractor's performance. When a performance threshold has not been met or Contractor performance has not been accomplished, the COR will initiate and provide the CO a Contract Discrepancy Report (CDR) DD Form 2772 for issuance to the Contractor. The Contractor shall respond to the CDR IAW instructions provided and return it to the CO within 10 calendar days of receipt.

2.3 PERFORMANCE ASSESSMENT

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

2.3.2. Unsatisfactory Performance. Any unsatisfactory inspection (defect) result shall be recorded, and the Contractor shall re-perform the service after notification by the COR. Failing to meet the performance threshold as outlined in the SS for any of these performance objectives in any one month period shall result in a warning or letter of concern from the CO. Failing to meet the performance threshold as outlined in the SS of these performance objectives in any

combination for any two, or more consecutive or non-consecutive months during a contract period shall constitute an immediate Progress Meeting with the Multi-functional Team. All remedies shall be in accordance with the FAR 52.212-4 (a), Contract Terms and Conditions - Commercial Items, Inspection/Acceptance.

2.4. PERIODIC PROGRESS MEETINGS.

2.4.1. Meetings. The CO, Functional Commander, COR, Recycling Manager and/or Solid Waste Manager, other government personnel as appropriate, and the Contractor shall periodically meet to discuss the Contractor's performance. The following issues shall be discussed: opportunities to improve the contract, required contract modification(s), unsatisfactory inspections and trends against each performance objective observed, positive performance and steps taken by the Contractor to prevent unsatisfactory occurrences in the future. The Contractor shall provide a summation of unsatisfactory inspections and customer complaints and provide insight into any identified trends.

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

3. GOVERNMENT FURNISHED PROPERTY AND SERVICES. – None

4. GENERAL INFORMATION.

4.1. MISSION. The overall Civil Engineer mission at Dobbins ARB is to plan, maintain, operate, and protect the infrastructure, facilities, and environment for assigned Airmen, families, and civilian employees.

4.2. TRANSITION PERIOD. A transition period will be provided prior to the start of new contractor performance. During this transition period, the incoming contractor shall arrange to have all required personnel, equipment, tools, materials, vehicles, supervision, and other items and services necessary to perform integrated solid waste management at Dobbins ARB in place and ready to begin performance by the date specified in the contract. A laydown yard will be provided if needed subject to coordination with the CO and COR. A copy of the landfill operating permit and the Contract Manager /Alternate contact information shall also be provided to the CO and COR during this time (refer para. 1.5). (CDRL A001) (CDRL A003)

4.3. HOURS OF OPERATION. Perform integrated solid waste management and recycling services during normal duty hours and be available (by phone, pager, cell phone, text message or fax) during the Government Program Office's hours (7:30 a.m. to 3:30 p.m., Monday through Friday) and for after-hours response to refuse/recycling problems or emergencies. This excludes federal holidays, unless otherwise required in the contract or approved by the CO. There may be situations that require the Contractor to work at times other than normal duty hours. When the

Contractor's work schedule conflicts with an Air Force mission requirement, advise the CO and reschedule the work to minimize disruption.

4.4. HOLIDAYS & CLOSURES.

4.4.1. Recognized Federal Holidays. There may be federal holidays when the Contractor is not required to perform service, except in emergency situations or to support specific mission needs. The holidays are:

New Year's Day	January 1
Birthday of Martin Luther King, Jr.	Third Monday in January
Washington's Birthday	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25

If a holiday falls on a Saturday, the preceding Friday will be observed. If a holiday falls on Sunday, the following Monday will be observed. If a holiday falls on a scheduled service day, the Contractor will be responsible for rescheduling services for the first day after the holiday observance.

4.4.2. Other Base Closures. Work scheduled but not accomplished because of base closure due to exercises or real-world events will be accomplished as soon as possible after base reopening.

4.5. PERFORMANCE OF SERVICE DURING CRISIS OR HEIGHTENED SECURITY.

4.5.1 Heightened Security. Service may be limited the event of heightened security. They will be approved on a case-by-case basis. The COR will inform the contractor which facilities are affected.

4.5.2 Continuation of Mission-Essential Services During A Crisis.

4.5.2.1 Designation of Services as Mission-Essential. The Functional Commander or civilian equivalent has determined, by placing the decision in writing, that all of the contractor services performed under this contract are mission essential (M-E) and will continue in the event of a crisis.

4.5.2.2 Mission-Essential Contractor Services Plan. The Contractor shall submit a plan within 30 calendar days after contract award describing procedures for continuing performance of mission-essential services during a crisis. The Contractor shall identify provisions for ensuring required personnel and resources are available to support continuity of operations for up to 30 calendar days or until normal operations can be resumed. The Contractor shall submit any revision

to the plan for approval prior to implementation. (CDRL A004) The Contractor shall activate the plan only if authorized by the PCO acting under the direction of the FC or civilian equivalent.

4.6. CONTRACTOR WORK SCHEDULE.

4.6.1. Schedule Submission and Approval. The Contractor shall submit a schedule for all services described in this PWS and Appendices to the CO and COR for approval no less than five (5) calendar days prior to start of contract performance. (CDRL A002) The schedule shall include routes, pickup points, times, and days that pickups will occur. The Contractor shall not deviate from the approved schedule without prior approval from the CO or COR. Permanent changes to the schedule must be submitted a minimum of 10 calendar days before implementation and receive CO and COR approval before the Government will allow the proposed changes. The schedule must be submitted electronically using a file format compatible with Government software.

4.6.2. Schedule Changes. Occurrence based (non-permanent) schedule changes due to customer requests or base exercises shall be submitted to the COR and do not require CO approval.

4.7. CONTRACT PERSONNEL.

4.7.1. Contract Manager. The contractor shall provide a contract manager who has the full authority to act for the contractor on all contract matters relating to the daily operation of this contract and be responsible for the performance of work. The name and contact information of the contract manager and alternate (s), shall be provided to the CO and COR within ten (10) calendar days after contract award. (CDRL A003) The contract manager or alternate shall be available by telephone within two hours during normal duty hours, and available to meet on the installation with the government personnel designated by the CO within two business days, to discuss problem areas. The contractor shall provide the CO and COR telephone number(s) where validation results and complaints can be reported. The contractor shall also provide to the CO and COR the names and phone numbers of contractor POCs for after business hours including nights, weekends, and holidays. In the event of personnel changes, the contractor shall provide the government with the updated contact information within five (5) calendar days of the change.

4.7.2. Personnel. Contractor personnel shall present a neat appearance. Contractor personnel shall be easily recognizable while on the installation in conjunction with this contract. This shall be accomplished through the wear of distinctive clothing, overcoats, or hats, bearing the company name or logo. The coloring or design of the items selected should be such that identifies personnel easily and quickly for reasons of safety and personal protection.

4.7.3. Employee Restrictions. The government is authorized to restrict employment under the contract of any contractor employee or prospective contractor employee who is identified as a potential threat to the health, safety, security, general well-being, or operational mission of the installation and its population.

4.8 RESERVED

4.9. SECURITY REQUIREMENTS.

Contractor employees shall comply with Dobbins ARB security requirements imposed by the Installation Commander at all times while on Dobbins ARB premises. The Contractor shall obtain all necessary passes, decals, badges, or other items required for access to perform contract services at Dobbins ARB. The Contractor is responsible for accountability of all such media, which shall be surrendered to the Security Forces Squadron Pass and Registration Section upon completion or termination of the contract or upon termination of an individual's employment for the Contractor. The Contractor shall comply with all Dobbins ARB policies regarding entry to the installation, rules of the road, contingency operations compliance, and photography prohibitions. Contractor employees are authorized entry to the installation for the purpose of work under this contract only, and are not authorized in other facilities or areas without prior government authorization. Due to safety/security requirements, Contractor personnel shall be required to fluently speak, comprehend, read, and write English.

4.9.1. Base Access. The Contractor must be aware that entry requirements are subject to change due to installation and world situations. All employees may be subject to a background check through the FBI for base access.

4.9.2. Main Base Access. Current security access requires all contractor vehicles (which are the size of a standard bread delivery truck or larger) **to enter through the Base Commercial Gate only unless otherwise directed by the COR.** Contractor vehicles may be subject to search prior to gaining base entry. The Contractor should plan and allow for delays as a result of increased and ever changing security procedures. All vehicles entering the base must have current vehicle registration. Current vehicle registration documentation must be available for inspection within all vehicles. Current vehicle Driver must present a valid driver's license and any passengers must present a valid picture ID.

4.9.3. Security Requirements. The Security Forces Pass & Registration office, located at the Main Gate Entrance to Dobbins ARB, is open from 7:30 to 3:30, Monday through Friday, and Unit Training Assembly (UTA) weekends from 6:30 to 3:30 on Saturday and 7:00 to 3:00 Sunday. The office is closed on Federal Holidays. During normal duty hours, an extended base pass must be obtained from this office prior to accessing the base. This is subject to change per Security Forces requirements.

Requirements for Contractor Credentials:

- Must present a current state or government identification card or driver's license issued by their state of residence or an alien card (green card). Identification must be REAL ID compliant, denoted by a star symbol in the upper right-hand corner of the identification card.

- DARB Form 5: this form must be filled out completely prior to proceeding to the Pass & Registration office. The contractor shall complete Blocks 1 through 23. Block 22 must be

signed by the contractor employee receiving the background check. Upon completion of the form by the contractor, the DARB Form 5's must be signed by the Contracting Officer before being issued a pass from Security Forces. (NOTE: No individual should sign Block 20 until they receive their ID Card from the Security Force individual processing the request.)

4.9.4. Restricted/Controlled Areas. Contractor performance within restricted/controlled areas shall require Contractor compliance with various levels of security and established personnel security entry control procedures. The Contractor shall ensure all contractor employees performing services in secured areas are processed for a controlled area, limited access, or visitor badge by the Entry Controller of the restricted/controlled area.

4.9.4.1. Access Coordination. The COR will be responsible for ***providing*** access, escort, or temporary visitor access badges for contractor personnel while performing ISWM duties. The Contractor shall be responsible for ***scheduling*** access/escort/badges to restricted/controlled areas through coordination with COR.

4.9.5. Contract Personnel Requirements. The Contractor shall not employ persons for work on this contract who are identified to the Contractor by the CO as a potential threat to the health, safety, security, general well-being, or operational mission of the installation and its population.

4.9.6. Contractor Vehicles. Contractor vehicles must be maintained in a safe and operational condition at all times while on Dobbins ARB. Contractor vehicles may be stored, if necessary, at Dobbins ARB at a location determined by the CO or COR.

4.9.7. For Official Use Only (FOUO). The contractor shall comply with DoD 5400-7-R, DoD Freedom of Information Act (FOIA) Program requirements. This regulation sets policy and procedures for the disclosure of records to the public and for marking, handling, transmitting, and safeguarding FOUO material.

4.9.8. Reporting Requirements. Contractor personnel shall report to an appropriate authority any information or circumstances of which they are aware may pose a threat to the security or well-being of DoD personnel, contractor personnel, resources, and classified or unclassified defense information.

4.9.9. Physical Security. The contractor shall be responsible for safeguarding all government property and controlled forms provided for contractor use. At the end of each work period, all government facilities, equipment, and materials shall be secured.

4.9.10. Key Control. The contractor shall establish and implement methods of making sure all keys/combinations issued to the contractor by the government are not lost or misplaced and are not used by unauthorized persons. The contractor shall not duplicate any keys issued by the government. The contractor shall immediately report to the COR or CO any occurrences of lost or duplicated keys. In the event keys other than master keys are lost or duplicated, the contractor may be required, upon written direction of the CO, to re-key or replace the affected lock or locks

without cost to the government. The government may, however, at its option, replace the affected lock or locks or perform re-keying and deduct the cost of such from the monthly payment due the contractor. In the event a master key is lost or duplicated, the government shall replace all locks and keys for that system, and the total cost will be deducted from the monthly payment due the contractor.

4.10. SAFETY REQUIREMENTS AND REPORTS. The contractor shall perform work in a safe manner as required by OSHA Safety and Health Requirements. Provide a verbal report to the CO as soon as possible of each occurrence of damage to Government property or an accident resulting in death, injury, occupational disease, or adverse environmental impact. Provide a completed copy of required Accident Investigation Reports to the CO within five calendar days of each occurrence.

4.11. RESERVED

4.12. CONTRACTING OFFICER AND CONTRACTING OFFICER REPRESENTATIVE. (QUALITY ASSURANCE PERSONNEL) The Contracting Officer will appoint a primary and alternate representative for management of the day to day activities of the contract. The identity, title, and authority of this representative will be provided in writing to the contractor after contract award.

4.13. MULTI-FUNCTIONAL TEAM. The Senior Leadership may require a multi-functional team be established between the government and the contractor to ensure joint cooperation and a sound customer focus of all parties involved in the execution of this contract.

4.14. PARTNERING AGREEMENT

The CO may require a partnering agreement, or multi-functional team, between the Government and Contractor to facilitate joint cooperation and a sound partnership of all parties involved in the execution of this contract. Partnering is the creation of a Government-Contractor relationship that promotes achievement of mutually beneficial goals. It involves an agreement in principal to share the risk involved in completing the project and to establish and promote a nurturing partnership environment. Representatives from each organization are encouraged to participate in developing a partnering agreement. The partnering agreement that results may be formal or informal. If formal, it should be reduced to writing and signed by the parties involved.

4.15. DAMAGES TO GOVERNMENT BUILDINGS, EQUIPMENT, OR VEGETATION Damages to government buildings, equipment, or vegetation are addressed in FAR 52.237-2, Protection of Government Buildings, Equipment, and Vegetation.

5. APPENDICES.

A. Estimated Workload Data

B. Maps and/or Site Plans

APPENDIX A

TABLE A1
TASKS & ESTIMATED WORKLOAD DATA – REFUSE
Based on Historical Rates

NAME	ANNUAL ESTIMATED QUANTITY	
Municipal Solid Waste	565	Tons
Unscheduled/Special Event Container Placements	12	Each
Bulk Waste Container Placements	6	Each
Construction and Demolition (C&D) / Bulk Waste Container Placements	20	Each
Construction and Demolition (C&D) Debris / Bulk Waste	80	Tons

TABLE A2
TASKS & ESTIMATED WORKLOAD DATA – RECYCLING
Based on Historical Rates

NAME	ANNUAL ESTIMATED QUANTITY	
Cardboard	15	Tons
Scrap Metal	45	Tons
Paper	10	Tons
Scrap Metal Container Placements	12	Each

TABLE A3
TASKS & ESTIMATED FREQUENCIES

94 AW Estimated Workload

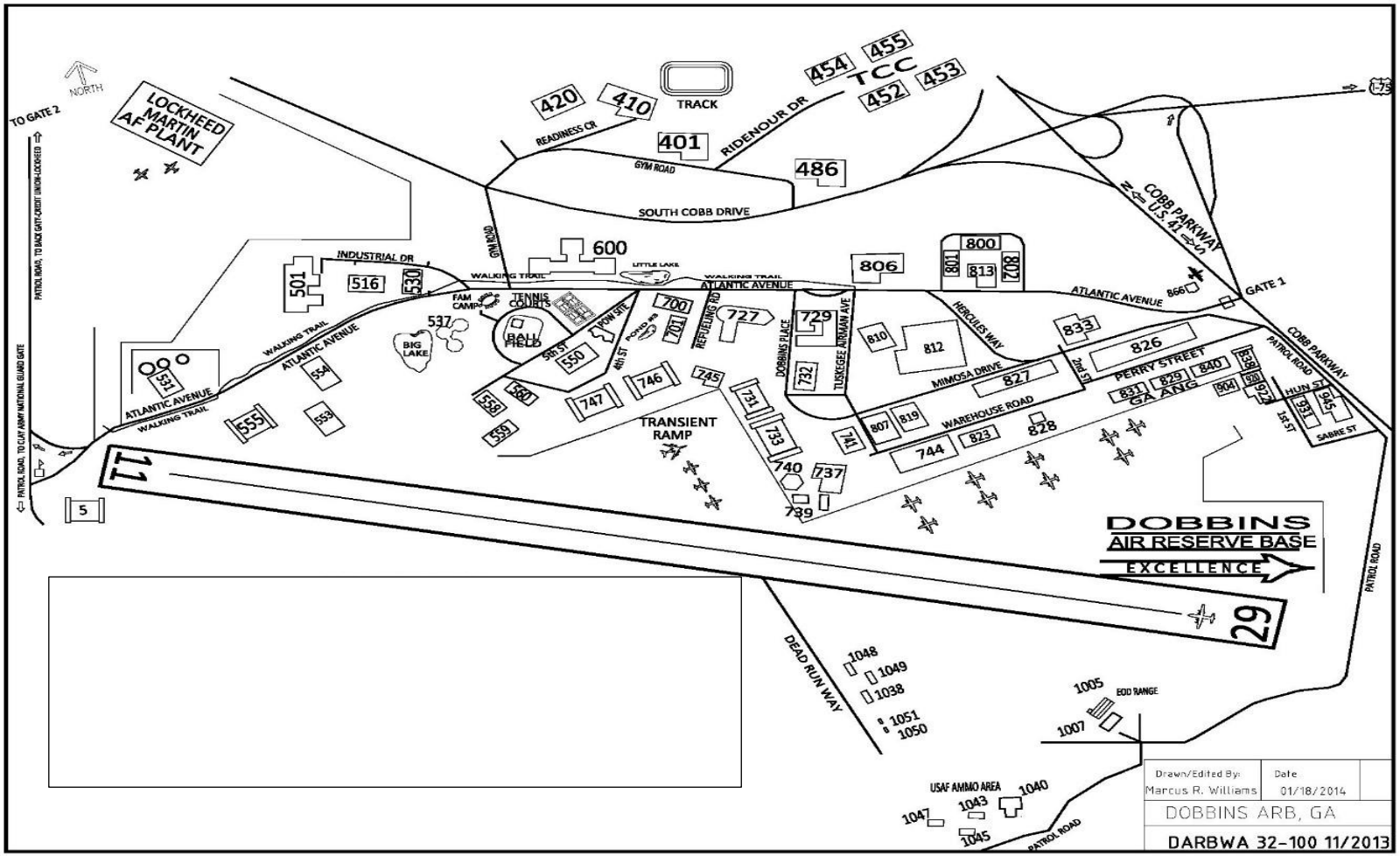
COLLECTION STATION Building Number	ADDRESS	QUANTITY	SIZE	TYPE	FREQUENCY
5	800 Dobbins Patrol Rd	1	8	Solid	Tue & Fri
401	1135 Ridenour Pl	1	8	Solid	Tue & Fri
415	1085 Readiness Rd	1	8	Solid	Tue & Fri
		1	8	Paper/Cardboard	Once Weekly
467	1420 Ridenour Dr.	1	8	Solid	Tue & Fri
486	1220 Gym Rd	1	4	Solid	Tue & Fri
501	884 Industrial Dr.	1	8	Solid	Tue & Fri
510	901 Industrial Dr.	1	8	Paper/Cardboard	Once Weekly
516	926 Industrial Dr.	1	8	Solid	Tue & Fri
530	1074 Industrial Dr.	3	8	Solid	Tue & Fri
531	865 Atlantic Ave	1	4	Solid	Tue & Fri
538	1257 Lake Cir	1	8	Solid	Tue & Fri
538	1258 Lake Cir	1	4	Solid	Tue & Fri
550	1175 Fourth St	1	8	Solid	Tue & Fri
557	1143 Fourth St	1	4	Solid	Tue & Fri
558	1335 Dozer Cir	1	8	Solid	Tue & Fri
560	1164 Fourth St	1	4	Solid	Tue & Fri
		1	40	Scrap Metal	As Needed
		1	40	Bulk Waste	As Needed
600	1195 Atlantic Ave	1	8	Solid	Tue & Fri
700	1356 Atlantic Ave	1	8	Solid	Tue & Fri
727	1342 Dobbins Pl	1	8	Solid	Tue & Fri
729	1364 Chennault Cir	1	8	Solid	Tue & Fri
731	1408 Dobbins Pl	1	8	Solid	Tue & Fri
733	1436 Hobart	1	8	Solid	Tue & Fri
		1	8	Paper/Cardboard	Once Weekly
755	1542 Warehouse Rd	1	8	Solid	Tue & Fri

800	1295 Barrack Ct	2	8	Solid	Tue & Fri
802	1295 Barrack Ct	2	8	Solid	Tue & Fri
806	1537 Atlantic Ave	1	8	Food	Tue & Fri
		1	8	Paper/Cardboard	Once Weekly
810	1345 Tuskegee Airmen Ave	2	8	Solid	Tue & Fri
823	1572 Warehouse Rd	1	8	Solid	Tue & Fri
827	1392 Second St	1	8	Solid	Tue & Fri
838	1430 First St	1	8	Solid	Tue & Fri
922	1492 First St	1	8	Solid	Tue & Fri
		1	8	Paper/Cardboard	Once Weekly
1005	2123 Munitions Rd	1	8	Solid	Tue & Fri
1030	Munitions Rd @ Gate	1	8	Solid	Tue & Fri
1040	1581 Munitions Rd	1	4	Solid	Tue & Fri
501	884 Industrial Dr.	1	20	Solid	As Needed
		1	40	Solid	As Needed
560	Fourth St.	1	4	Solid	Tue & Fri
746	Refueling Rd.	1	8	Solid	Tue & Fri

Army National Guard Estimated Workload

COLLECTION STATION Building Number	ADDRESS	QUANTITY	SIZE	TYPE	FREQUENCY
554	956 Atlantic Ave	1	8	Solid	Tue & Fri
555	900 Atlantic Ave	1	8	Solid	Tue & Fri

APPENDIX B

MAPS AND/OR SITE PLANS

BASE STREET MAP