PERFORMANCE WORK STATEMENT
JBLM OIL WATER SEPARATOR CLEANING MAINTENANCE

29 June 2026

Table of Contents

Part 1 - General Information 3
1.1 Description of Services 3
1.2 Background 3
1.3 Objectives 3
1.4 General Information 4
1.5 Quality Control 4
1.6 Security Requirements 4
1.7 Contract Administration 5
1.8 Contractor Personnel 6
1.9 Antiterrorism (AT) and Operational Security (OPSEC) 6
1.10 Emergency Services. 7
1.11 Access to JBLM 8
Part 2 - Definitions, Acronyms, and Abbreviations 13
2.1 Definitions 13
2.2 Acronyms 15
Part 3 - Government Furnished Property, Equipment, and Services 17
Part 4 - Contractor Furnished Items and Services 18
Part 5 - Specific Tasks 19
5.1 Basic Services. 19
5.2 Schedule. 19
5.3 Monthly Status Report (MSR). 19
5.4 OWS Inspections. 20
5.5 Sampling. 20
5.6 Analytical Testing Requirements Summary 21
5.7 OWS Cleaning. 22
5.8 Oil Removal and Wastewater Disposal. 23
5.9 Back-Up into Interior Sumps or Pits. 23
5.10 Permits/Special Requirements. 23

DRAFT

5.11 Environmental Management System (EMS). 24
5.12 Hazardous Materials. 24
Part 6 - Applicable Publications 25
6.1 Applicable Publications (Current Editions) 25
6.2 Table of Applicable Publications 25

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Part 1 - General Information

This is a non-personal services contract for the cleaning maintenance of oil water separators (OWS) including oil collection compartments, and sumps/pits, located on Joint Base Lewis-McChord (JBLM), WA. The Government will not exercise any supervision or control over contractor employees performing the required services.

1.1 Description of Services

The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform cleaning maintenance of oil water separators including oil collection compartments, and sumps/pits as detailed in this Performance Work Statement (PWS), except for those items provided as base support. The Contractor shall perform to the standards detailed in this contract.

1.2 Background

JBLM requires regular cleaning and testing of its oil water separators (OWS) including oil collection compartments, and sumps/pits in order to ensure operability of stormwater and wastewater systems related to them, the proper disposable of grit and debris collected by these systems, and the identification of possible hazardous material. Proper cleaning maintenance of these stormwater and wastewater systems is crucial to mission readiness.

1.3 Objectives

The Contractor shall:

1.3.1 Clean all identified oil water separators including oil collection compartments, and sumps/pits in accordance with the standards outlined in this PWS.

1.3.2 Conduct testing and analysis prior to cleaning and when requested by the Government.

1.3.3 Dispose of waste material.

1.3.4 Provide monthly reports to the Government as detailed in this PWS.

1.3.5 Submit invoices for work performed through Wide Area Work Flow (WAWF) and annually enter required information into the Service Contract Reporting (SCR) website, https://www.sam.gov.

1.4 General Information

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1.4.1 Federal Observed Holidays. The Contractor will not be required to work on federally observed holidays.

1.4.2 Hours of Operation. The Contractor is responsible for conducting business, normally between the hours of 0700-1630 Monday through Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. The Contractor must, at all times, maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons, furloughs, or other Government shutdowns.

1.4.3 Place of Performance. The work to be performed under this contract will be performed at Joint Base Lewis-McChord (JBLM), located in Pierce County, Washington. Yakima Training Center is not part of this contract.

1.5 Quality Control

1.5.1 Quality Control Plan (QCP). The Contractor shall develop and maintain an effective QCP to ensure services are performed in accordance with this PWS. The QCP must be forwarded to and accepted by the COR. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of deficiencies. The Contractor's QCP is the means by which the Contractor assures that the work complies with the requirements of the contract. The Contractor shall submit the QCP to the COR no later than 30 days after the contract start date. The QCP shall be in electronic format. After acceptance of the QCP, the Contractor shall receive the COR's acceptance in writing of any proposed change prior to implementing the change.

1.5.2 Quality Assurance. The Government will evaluate the Contractor's performance under this contract in accordance with its Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the stated performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

1.6 Security Requirements

1.6.1 Physical Security. The Contractor shall safeguard all Government equipment, information, and property provided for contractor use.

1.6.2 Key Control. The Contractor shall establish and implement methods of making sure all keys/key cards issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key control that shall be included in the QCP. Such procedures shall include turn-in of any issued keys by

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personnel who no longer require access to locked areas. The Contractor shall immediately report any occurrences of lost or duplicate keys/key cards to the KO.

1.6.2.1 Lost keys shall be reported to the COR and the KO. In the event keys, other than master keys, are lost or duplicated, the Contractor shall, upon direction of the KO, re-key or replace the affected lock or locks; however, the Government reserves the right to replace the affected lock or locks or perform re-keying. The cost of replacing lost keys and rekeying locks is the responsibility of the Contractor and will not be reimbursed by the Government. In the event a master key is lost or duplicated, all locks and keys for that system will be replaced by the Government and the cost will be passed on to the Contractor.

1.6.2.2 The Contractor shall prohibit the use of Government-issued keys by any persons other than the Contractor's employees. The Contractor shall prohibit the opening of locked areas by Contractor employees to permit entrance of persons other than Contractor employees engaged in the performance of assigned work in those areas, or personnel authorized entrance by the COR.

1.7 Contract Administration

1.7.1 Post Award Conference/Periodic Progress Meetings. The Contractor shall attend any post award conference convened by the contracting activity or contract administration office in accordance with Federal Acquisition Regulation (FAR) Subpart 42.5. The KO and COR will meet periodically with the Contractor to review the Contractor's performance. At these meetings, the KO will apprise the Contractor of how the Government views the Contractor's performance and the Contractor shall apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues.

1.7.2 Contracting Officer's Representative (COR). The COR will be identified by a separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: ensure that the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, and specifications; monitor the Contractor's performance and notify both the KO and Contractor of any deficiencies; and provide site entry of contractor personnel. A letter of designation issued to the COR, a copy of which will be sent to the Contractor, states the responsibilities and limitations of the COR, specifically with regard to changes in cost or price, estimates or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting contract and task orders.

1.7.3 Contract Manager. The Contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the Contractor when the manager is absent shall be designated in

writing to the KO no more than ten (10) business days after the start of contract performance. The Contract Manager or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract. The Contract Manager or alternate shall be available between 0700-1630 Monday through Friday, except Federal holidays or when the Government facility is closed for administrative reasons.

1.8 Contractor Personnel

1.8.1 Identification of Contract 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 in the minds of members of the public that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed.

1.8.2 Contractor Personnel Conduct. Contractor personnel conduct shall not reflect discredit upon the Government. The Contractor shall ensure that personnel present a professional appearance. Contractor personnel shall observe and comply with all local policies and procedures concerning fire, safety, environmental protection, sanitation, security, and possession of firearms or other lethal or illegal weapons or substance. The Contractor is responsible for ensuring that any contractor employees providing services under this contract conduct themselves and perform services in a professional, safe, and responsible manner. The Contractor shall remove from the job site any employee for reasons of misconduct or security. In accordance with DOD Directive 5500.07-R, “Joint Ethics Regulation,” contractor employees must avoid being improperly influenced in the execution of their duties under the contract. Particular attention should be paid to acceptance of gifts/gratuities and non-disclosure of sensitive or classified information. The Contractor shall ensure employee conduct complies with 41 U.S.C 2101-2107 relative to release of acquisition-related information or actions or discussions which may prejudice future competitions. The Contractor shall ensure no contractor employees conduct politically related activities or events on the JBLM facilities.

1.9 Antiterrorism (AT) and Operational Security (OPSEC)

1.9.1 AT Level I Training. All contractor employees including subcontractor employees, requiring access to Army installations, facilities and controlled access areas shall complete AT Level I awareness training within 30 calendar days after contract start date. The Contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee to the COR within 30 calendar days after completion. AT level I awareness training is available at the following website: http://jko.jten.mil.

1.9.2 Access and General Protection/Security Policy Procedures. 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. Contractor personnel must comply with all personal identity verification requirements as directed by DOD, HQDA and/or local policy. Should the Force Protection Condition (FPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

Contractor and all associated subcontractor employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures.

1.9.2.1 **For contractors that do not require 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 Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

1.9.3 iWatch Training. The Contractor and all subcontractors shall brief all employees on the local iWATCH program (training standards will be provided by a JBLM antiterrorism officer). This locally developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed no more than 30 calendar days after the contract start date and no more than 30 calendar days after new employees commence performance. Confirmation of training shall be reported to the COR no later than 30 calendar days after contract start date.

1.9.4 OPSEC Training. Per AR 530-1 *Operations Security*, contractor employees must complete Level I OPSEC Awareness training. New employees shall be trained within 30 calendar days of reporting for duty and annually thereafter. Confirmation of training shall be reported to the COR no later than 30 calendar days after contract start date.

1.10 Emergency Services.

The Government will furnish emergency medical and rescue services to prevent loss of life, limb, or undue suffering. Madigan Army Medical Center, a medical treatment facility on JBLM, will be the first point of emergency medical care. Transfer to facilities other than Government medical treatment facilities will occur as soon as possible and as determined by attending medical authorities. Medical billings will be sent directly to the employee or the Contractor’s medical insurance company as appropriate.

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1.11 Access to JBLM

1.11.1 Commercial Vehicle Access to JBLM

1.11.1.1 These instructions apply for vehicle access to JBLM. Procedures for commercial vehicle access to JBLM are subject to change without prior notice. Current information concerning road conditions may be obtained by calling (253) 967-1733. JBLM is comprised of three different areas: JBLM-Lewis Main, JBLM-Lewis North, and JBLM-McChord Field.

1.11.1.2 Unless the Contractor has been approved by its Government Agent to obtain an Automated Installation Entry (AIE) Extended Access Badge, commercial vehicle access to JBLM will be allowed only at a Commercial Vehicle Inspection Point (CVIP). The primary CVIP for JBLM-Lewis Main and JBLM- McChord Field is located at the Logistics Center Gate (Exit 123 from I-5). For JBLM-Lewis North the primary CVIP is at the Integrity Gate located off of DuPont-Steilacoom Road at the intersection of Wharf Road. Both gates are open Monday through Friday, excluding federal holidays. These gates are open for inbound commercial vehicle access and inspection. The current hours for commercial vehicles at Logistics Center Gate are 0500-1830 and Integrity Gate CVIP are 0500-1300. When the Integrity CVIP closes at 1300, vehicles requiring access to JBLM-Lewis North will process at Logistics Center Gate and will proceed through JBLM to the Liberty Gate. Vehicles requiring access to JBLM-McChord Field will use Unity Bridge to travel from Lewis Main to McChord Field. All gate hours are subject to change without notice. Current information on gate hours can be obtained from the JBLM-Lewis Main Visitor Center at 967-4794.

1.11.1.3 Commercial Vehicle Gates are typically closed on weekends (Saturdays and Sundays) and federal holidays. On Saturdays, Sundays, federal holidays, and on other days on which these gates are closed, commercial vehicles must use the Madigan Gate (Exit 122 from I-5). The current hours for commercial vehicles at the Madigan Gate are 1830-0500, Monday through Friday and 24 hours on weekends and holidays.

1.11.1.4 A visitor pass must be obtained for entry to JBLM. All vehicle occupants are required to undergo security vetting prior to being issued a pass. All commercial vehicles are subject to inspection. The Contractor should anticipate delays in getting commercial vehicles on post. The Contractor must also allow additional time for commercial vehicles to reach their destination by driving through JBLM. If the commercial vehicle is carrying a load of cement or hot asphalt for delivery, the driver shall notify the gate guard as soon as possible and request that the vehicle be given priority for being searched; however, the Government does not guarantee that the vehicle will be given priority.

1.11.1.5 On weekends, large vehicles (needing greater than 12'-5" clearance) will require special coordination to gain access to JBLM-Lewis North. Once these vehicles have cleared Madigan CVIP they will proceed through JBLM to the Liberty Gate. Drivers needing access to JBLM-Lewis North must inform the gate guard at the Liberty Gate

that their vehicle is over 12'-5" in height and that they will require access to JBLM-Lewis North. The driver will receive a briefing on proper procedures and be instructed on when they are clear to cross over. The Contractor shall ensure that its drivers, including drivers of subcontractors at any tier, comply with the procedures as explained to them for access to JBLM-Lewis North.

1.11.1.6 Automated Installation Entry Badges are issued at either the JBLM-Lewis Main Visitor Center located at Exit 120 prior to Liberty Gate, or at the JBLM McChord Field Visitor Center located at Exit 125 prior to the McChord Main Gate. Both Visitor Centers are open 7 days a week. The Lewis Main Visitor Center hours are 0500-2200. The McChord Visitor Center hours are 0600-1930. Oversized vehicles are not authorized in the parking lot of either facility.

1.11.1.7 If all vehicle occupants have been issued an AIE Badge contractor vehicles may enter the installation through any gate except at Force Protection Level Charlie or Delta. During Force Protection Level Charlie or Delta, all contractor vehicles must enter through a CVIP. All passengers in the contractor vehicle must have an AIE Badge; otherwise, the contractor vehicle must enter through a CVIP and occupants must undergo security screening and obtain visitor passes.

1.11.2 Identification of Contractor's Employees – Automated Installation Entry Extended Access Badges

1.11.2.1 These instructions apply for vehicle access to JBLM. Procedures for commercial vehicle access to JBLM are subject to change without prior notice. Current information concerning road conditions may be obtained by calling (253) 967-1733. JBLM is comprised of three different areas: JBLM-Lewis Main, JBLM-Lewis North, and JBLM-McChord Field.

1.11.2.2 Each employee who requires access to JBLM to perform work under any contract, at any tier, must obtain either an AIE Extended Access Badge or a visitor’s pass to obtain access.

1.11.2.3 An AIE Extended Access Badge will only be issued to an employee, at any tier, if the employee requires access more than twice per week. An AIE Extended Access Badge will only be issued to contractor employees if the contractor is listed on the Contractors Authorized List (CAL).

1.11.2.4 Contractor employees, at any tier, who require access twice per week, or less often, or do not have an AIE Extended Access Badge shall obtain a visitor’s pass at a JBLM Visitor Center or at a Commercial Vehicle Inspection Point. The visitor’s pass can be issued for a maximum of 90 days at a time. Companies must be listed on the CAL and employees obtaining a pass must be sponsored. Only those company employees listed on the CAL may sponsor other employees. Employees may also be sponsored by a DoD ID Cardholder associated with the contract.

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1.11.2.5 The Contractor shall submit a roster of all employees performing work under the contract who will require access to the installation to the COR for the contract who will forward it to the JBLM Directorate of Emergency Services (DES) Security and Access Control Division (SACD). Information required to be included on the roster is the full legal name, date of birth, and state of residence which will be used to conduct a National Crime Information Center Interstate Identification Index (NCIC III) check on each employee to determine their eligibility for access. The NCIC III checks are conducted by the Government at no cost to the Contractor. If the results of a NCIC III check on a contractor employee are adverse, that employee will not be eligible for an AIE Extended Access Badge or visitor's pass. If an AIE Extended Access Badge or visitor's pass are denied for any reason, the contractor employee may apply for a waiver to the denial through the government point of contact for the contract. Instructions for applying for a waiver will be provided to the contractor when a contractor employee is denied access. Contractor employees who are cleared for access after the NCIC III check can apply for an AIE Extended Access Badge through the contractor. Applications for the AIE Extended Access Badge or contractor visitor pass can be obtained from the COR for the contract or from the JBLM webpage at: https://home.army.mil/lewis-mcchord/index.php/my-Joint-Base-Lewis-Mcchord/all-services/gate-information.

1.11.2.6 If an employee no longer needs a visitor pass or AIE Extended Access Badge for any reason (e.g., quits his/her job or no longer performs work under the contract), the contractor shall notify the COR or the Visitor Center immediately. Notification can be made by telephone or by email, although written communication is preferred. This notification will allow the DES to deactivate the pass or badge and render it invalid. Contractors are requested to attempt to retrieve the pass or badge and return it to the COR or the Visitor Center within two (2) calendar days of such change. An employee's inability to obtain entrance to a military installation because he/she does not have the required identification badge or visitor's pass shall not excuse timely performance of the requirements of this contract. Badges and passes for JBLM access are currently issued at both the Lewis and McChord Visitor Centers and the vehicle/weapons registration office in Waller Hall. The Government may change the location at which identification badges are issued or returned, with or without advance notice to the contractor. Any such changes shall not be a basis for adjusting the contract price under any clause of this contract.

1.11.2.7 AIE Extended Access Badges and/or visitor's passes shall not be reproduced or copied by the Contractor, its subcontractors, or their employees. If an employee's identification badge or pass is lost, stolen, or reproduced, the Contractor shall verbally report the loss, theft, or reproduction to both the COR for the contract and the Visitor Center immediately after such loss, theft, or reproduction is discovered. This notification will allow the DES to deactivate the pass or badge and render it invalid. Additionally, the Contractor will provide a written report of the circumstances surrounding the discovery of the loss, theft, or reproduction to both the COR and the Visitor Center within one (1) business day.

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1.11.2.8 Each contractor employee shall wear the AIE Extended Access Badge while performing work under the contract. The identification badge shall be worn on the upper front of the outer garment unless precluded by OSHA regulation(s). The identification badge shall not be used for access to any Government installation except for performance of work under the contract for which it was issued.

1.11.2.9 The Contractor shall, upon expiration or termination of the contract, collect all identification badges and turn them in to the COR.

1.11.3 Commercial Vehicle Access to the Airfield Enclosure on JBLM-McChord Field

1.11.3.1 These instructions apply to vehicle access to the airfield enclosure on JBLM-McChord Field.

1.11.3.2 Portions of the airfield enclosure at JBLM-McChord Field are classified as restricted areas in accordance with Department of Defense Security regulations. Access to those areas is strictly limited. Unauthorized entry into a restricted area can result in apprehension for trespassing, confiscation of the AIE Extended Badge, and loss of access privileges for all of JBLM.

1.11.3.3 AIE Extended Access Badges are not valid for access to restricted areas on the McChord Field Airfield Enclosure.

1.11.3.4 The AIE Extended Badge allows individuals to enter the administrative areas of the McChord Field Airfield Enclosure. Those areas are accessed via Levitow Boulevard. Vehicle operators are prohibited from turning either left or right when crossing the taxiway which crosses Levitow Boulevard. Vehicle operators are required to continue straight when either entering or departing the Administrative Office area. Personnel entering into restricted areas will be detained by JBLM Police and may face criminal charges, confiscation of their AIE Badge or pass, and loss of access privileges for all of JBLM.

1.11.3.5 Individuals requiring access into restricted areas on the McChord Field airfield enclosure are required to obtain a Restricted Area Badge. These badges are issued by the 627th Security Forces Squadron (SFS) located at Bldg. P7 on JBLM-McChord Field. To determine whether a Restricted Area Badge is required, and to determine the process for having a Restricted Area Badge issued to a contractor, the COR can call the 627th SFS at 253-982-1139/1137.

1.11.3.6 At any time during the contract period where changes occur in the Contractor's vehicles or employees, the Contractor shall notify the COR of changes immediately.

1.11.3.7 Contractors and their employees shall adhere to all applicable JBLM security and traffic laws.

1.12. Utilities

1.12.1 The Contractor may hook up to a nearby hose bib and/or fire hydrant for the execution of this contract. The Contractor shall prevent contamination of the source water supply by using a state-approved backflow prevention assembly commensurate with the degree of hazard, in accordance with WAC 246-290-490, State Cross Connection Control regulations. Backflow prevention assemblies must be inspected and tested annually by a state-certified backflow prevention tester. Certification shall be provided to COR and Public Works (PW) Cross Connection Program Manager before using the water source. The Contractor shall also notify the Fire Department and PW Water Supervisor prior to opening any hydrant.

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Part 2 - Definitions, Acronyms, and Abbreviations

2.1 Definitions

2.1.1 Cannibalize. Remove parts from Government property for use or for installation on other Government property.

2.1.2 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 contractor.

2.1.3 Contractor-Acquired Property. Property acquired, fabricated, or otherwise provided by the Contractor for performing a contract and to which the Government has title.

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

2.1.5 Contracting Officer's Representative (COR). An employee of the U.S. Government appointed by the KO to administer the contract. Such appointment will be in writing and will state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

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

2.1.7 Deliverable. Anything that is contractually required to be physically delivered. May include non-manufactured items such as meeting minutes or reports.

2.1.8 Equipment. A tangible item that is functionally complete for its intended purpose, durable, nonexpendable, and needed for the performance of a contract. Equipment is not intended for sale, and does not ordinarily lose its identity or become a component part of another article when put into use. Equipment does not include material, real property, special test equipment, or special tooling.

2.1.9 Government Property. All property owned or leased by the Government. Government property includes both Government-furnished property and contractor-acquired property. Government property includes material, equipment, special tooling, special test equipment, and real property. Government property does not include intellectual property and software.

2.1.10 Loss of Government Property. Unintended, unforeseen or accidental loss, damage, or destruction of Government property that reduces the Government's

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expected economic benefits of the property. Loss of Government property does not include occurrences such as purposeful destructive testing, obsolescence, normal wear and tear, or manufacturing defects. Loss of Government property includes, but is not limited to the following:

- Items that cannot be found after a reasonable search;
- Theft;
- Damage resulting in unexpected harm to property requiring repair to restore the item to usable condition; or
- Destruction resulting from incidents that render the item useless for its intended purpose or beyond economical repair.

2.1.11 Material. Property that may be consumed or expended during the performance of a contract, component parts of a higher assembly, or items that lose their individual identity through incorporation into an end-item. Material does not include equipment, special tooling, and special test equipment or real property.

2.1.12 Non-Personal Services. The personnel rendering the services are not subject, either by the contract's terms or by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees. Non-personal service contracts are authorized by the Government in accordance with FAR 37.104, under general contracting authority, and do not require specific statutory authorization.

2.1.13 Oil Water Separator (OWS). OWS used to pre-treat wastewater are usually of two kinds: standard gravity separators or enhanced gravity separators.

2.1.13.1 Standard gravity separators are liquid containment structures that provide sufficient hydraulic retention time to allow oil droplets to rise to the surface. The oil forms a separate layer that can then be removed by skimmers, pumps, or other methods. The wastewater outlet is located below the oil level so that water leaving the separator is free of the oil that accumulates at the top of the unit. The inlet is often fitted with diffusion baffles to reduce turbulent flow that might prevent effective separation of the oil and might re-suspend settled pollutants.

2.1.13.2 Enhanced gravity separators allow the separation of smaller oil droplets within confined spaces. These separators use a variety of coalescing media and small diameter cartridges that enhance laminar flow and separation of smaller oil droplets that accumulate on the separator surface for removal.

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

2.1.15 Property. All tangible property, both real and personal.

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2.1.16 Provide. To furnish, as in Government-furnished property, or to acquire, as in contractor-acquired property.

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

2.1.18 Quality Assurance Surveillance Plan (QASP). An organized document written by the Government specifying the surveillance methodology used for surveillance of the Contractor's performance.

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

2.1.20 Real Property. See Federal Management Regulation 102-71.20 (41 CFR 102-71.20).

2.1.21 Stormwater. Stormwater is the portion of precipitation that does not naturally percolate into the ground or evaporate, but flows via overland flow, interflow, channels, or pipes into a defined surface water channel or a constructed infiltration facility. Stormwater can include rain and snow melt that runs off surfaces such as rooftops, paved streets, highways, lawns, and parking lots. As water runs off these surfaces, it can pick up pollution such as oil, fertilizers, pesticides, soil, trash, and animal waste. From here, the water might flow directly into a local stream, bay, or lake. It may also flow into a storm drain and continue through storm pipes until it is released, untreated, into a local waterway.

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

2.1.23 Sump/Pit. An approved tank or pit that receives sewage or liquid waste and which is located below the normal grade of the gravity system and which must be emptied by mechanical means.

2.1.24 Wide Area Work Flow (WAWF). A secure web based system for electronic invoicing, receipt, and acceptance. WAWF allows government contractors to submit and track invoices and receipt/acceptance documents over the web and allows government personnel to process those invoices in a real-time, paperless environment. The website is located at https://wawf.eb.mil/.

2.1.25 Work Day. The number of hours per day that the Contractor provides services in accordance with the contract. See paragraph 1.4.2 of this PWS for details regarding Hours of Operation under this contract.

2.1.26 Work Week. Monday through Friday, unless specified otherwise.

2.2 Acronyms

AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
CAP	Contractor-Acquired Property
CFR	Code of Federal Regulations
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer's Representative
COTS	Commercial-Off-the-Shelf
DA	Department of the Army
DFARS	Defense Federal Acquisition Regulation Supplement
DMDC	Defense Manpower Data Center
DOD	Department of Defense
FAR	Federal Acquisition Regulation
KO	Contracting Officer
MS4	Municipal Separate Storm Sewer Systems
MSGP	Multi-Sector General Permit
NPDES	National Pollutant Discharge Elimination System
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
POC	Point of Contact
PRS	Performance Requirements Summary
PW	Public Works
PWS	Performance Work Statement
QA	Quality Assurance
QAP	Quality Assurance Program
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
SAMS	System For Award Management
SAP	Sampling and Analysis Plan
TE	Technical Exhibit
WAWF	Wide Area Work Flow
WWTP	Waste Water Treatment Plant

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Part 3 – Government-Furnished Property, Equipment, and Services

3.1 The Government will not provide any Government-Furnished Property (GFP).

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Part 4 – Contractor-Furnished Items and Services

4.1 Contractor-Furnished Items and Services.

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

4.1.2 The Contractor shall use Contractor-provided equipment to open all OWS heavy covers. Opening and securing OWS covers is a required element of the contract work and shall be performed without Government-furnished equipment or assistance.

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Part 5 - Specific Tasks

5.1 Basic Services.

5.1.1 The Contractor shall inspect and clean all OWS including oil collection compartments, collect and analyze samples, provide test results to the Government, and dispose of sediment. These services shall be performed in accordance with the standards set forth in this PWS.

5.2 Schedule.

5.2.1 TE4 “List of OWS” and TE5 “Map of OWS” list the units to be serviced under this contract. OWS shall be cleaned annually in accordance with the standards outlined in this PWS. Cleaning shall be in accordance with the DPW maintenance standard to comply with MS4 Permit, Appendix A – Street Waste Disposal (Part II.B.6.d). The Contractor shall inspect, conduct sampling and subsequent analysis, clean, and dispose of waste from the units identified in TE4. Disposal of OWS waste shall be at any applicable state or county disposal site. Disposal shall be approved by the COR or the Environmental Division (ED) prior to the commencement of cleaning operations. The Contractor shall update the TE4 “List of OWS” whenever any site differences are identified and shall submit the updated TE4 to the COR.

5.2.2 Work Schedule. The Contractor shall provide a monthly work schedule electronically to the COR no later than five (5) calendar days before the start of the next month.

5.3 Monthly Status Report (MSR).

5.3.1 No later than five (5) business days following the preceding month’s services, the Contractor shall submit an MSR to the COR and an Environmental Division (ED) representative. The MSR shall be submitted in electronic format. The MSR report format shall be submitted to the COR for approval prior to submission of the first report and monthly invoice. The MSR shall contain the following Reports:

5.3.1.1 Inspection Checklist-Condition Report. Prior to cleaning each OWS, oil collection tank, or grit chamber, the visible condition and deficiencies of the unit shall be detailed in the TE2 “Inspection Checklist-Condition Report”. An electronic copy of these reports shall be submitted to the COR prior to each cleaning.
Conditions to document, if applicable, include, but are not limited to:

(1) Inappropriate materials or debris at site:
(2) Excessive debris floating or settling in unit;
(3) Condition of structure when emptied;
(4) Condition of weir or skimmers;
(5) Condition of oil collection tank and side compartments;
(6) Cover including missing bolts and vents;

(7) Conditions that result in uncharacteristic water levels; and
(8) Identified potential safety issues at site.
(9) If any water was decanted, if yes, how was it disposed of and an estimated quantity.

5.3.1.2 Monthly Summary Report. Information shall include:

(1) Installation i.e., Fort Lewis-Main, Fort Lewis-North or McChord Field;
(2) Facility number or location as applicable;
(3) Amount wastewater and sludge removed and disposed of in gallons or pounds;
(4) Location where it was disposed

5.4 OWS Inspections.

5.4.1 The Contractor shall perform OWS inspections in accordance with the Inspection Checklist-Condition Report (TE2). Copies of the completed inspection reports shall be submitted to the COR with the preceding month's MSR.

5.5 Sampling.

5.5.1 Sampling Analysis Plan (SAP). The Contractor shall provide the COR with a JBLM site-specific SAP no later than 30 calendar days after the contract start date. JBLM ED personnel will review and approve the SAP prior to the Contractor conducting any sampling. The SAP shall describe the processes involved with sampling sediment from OWS or sumps/pits. The SAP shall be written in a complete and concise manner so that sample collection, preservation, and shipment to a lab for appropriate analysis may be performed by personnel with little or no assistance outside of referencing the document.

5.5.2 Hold Time. Once samples are taken, the Contractor shall submit the sample(s) to an approved laboratory within seventy-two (72) hours (or less if dictated by holding time) to analyze for the parameters outlined in PWS paragraph 5.6.1, depending on the waste being sampled. The methods and equipment used to sample sediment from the OWS or sumps/pits shall conform to procedures of the Washington State Department of Ecology (WDOE) Dangerous Waste Regulations, Chapter 173-303-110 WAC, Sampling and Testing Methods.

5.5.3 Laboratory Selection. The Contractor shall use an accredited laboratory approved by the WDOE for each matrix and analyte tested. The Contractor shall submit a letter to the COR, no later than fifteen (15) calendar days after contract start date, identifying the selected lab for approval. The COR will notify the Contractor in writing, within seven (7) days of receipt, accepting or rejecting the Contractor's laboratory of choice. If the Contractor changes the selected lab during contract performance, the Contractor shall notify the COR, in writing, for approval within fifteen (15) business days. The Contractor shall request a fourteen (14) day turn-around-time for all laboratory results.

5.5.4 OWS Sediment. Prior to cleaning, and in accordance with the approved SAP, the Contractor shall take representative samples of sediment from each unit, perform

analytical testing (in accordance with paragraph 5.6 of this PWS), and provide the COR an electronic hard copy of the lab report(s) and chain of custody documentation no more than three (3) calendar days after receipt of the results. The Contractor shall also provide the COR the original copies of the lab report(s) and chain of custody documentation no later than fourteen (14) calendar days. ED personnel will review the lab report(s) provided by the Contractor and make a disposal determination approximately ten (10) business days after receipt. Disposal of sediment will be at the Contractor's expense and shall comply with the Government's disposal determination.

5.5.5 Chain of Custody Forms. The Contractor shall complete a chain of custody for all samples collected to be analyzed by a laboratory. Original chain of custody forms shall be provided to the COR along with original analytical laboratory reports.

5.5.6 The Government reserves the right to have any questionable sample re-sampled by qualified Government personnel and analyzed by an independent laboratory at the Government's expense. If any waste is determined to be hazardous waste, the Government will be responsible for disposal.

5.6 Analytical Testing Requirements Summary

5.6.1 OWS Sediment Testing Requirements.

Material	Analyte	Constituent	Analytical Method (2)
OWS Sediment	Solids (% wt)	Total Solids	Standard Method 2540G
OWS Sediment	NWTPH-Dx	Diesel and Heavy Oil Range Hydrocarbons	NWTPH-Dx
OWS Sediment	Total Metals (1)	arsenic, cadmium, lead, mercury, zinc, copper & nickel	EPA Method SW846-6000/7000 series
OWS Sediment	TPH-G	Gasoline Range Hydrocarbons	NWTPH-Gx
OWS Sediment	BTEX	Benzene, Toluene, Ethylbenzene & Total Xylenes	EPA Method SW846-8021 or 8260B
OWS Sediment	Total Naphthalenes & Total cPAHs	Carcinogenic polycyclic aromatic hydrocarbons	EPA Method SW846-8270C

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(1) Any total metal detected at or above 20 times the TCLP regulatory limit (40 CFR 261.24) will require a re-run by the TCLP method (EPA Method SW846-1311) to verify.

(2) Use the analytical method listed or contact the COR for approval of an alternative method.

5.6.2 Halogenated Hydrocarbons (HH) or Total Organic Halides (TOX). If directed by the Government, sediment and oil collection tanks shall be analyzed for HH via EPA Method 9076. If halogens are present, further sampling will be required as specified by JBLM ED or Environmental Services (i.e., HazMat) personnel, or the product will be handled by the Government as hazardous waste. If no halogens are present based on EPA Method 9076 sample results, the product is considered non-dangerous with regard to halogenated constituents.

5.6.3 Polychlorinated Biphenyls (PCBs). When directed by the Government (though issuance of a task order), sediment and oil collection tank samples shall be analyzed for PCBs using EPA Method 8082/608.

5.7 OWS Cleaning.

5.7.1 After JBLM ED personnel review the analytical data and determine the sediment to be non-hazardous, the Contractor will be directed to proceed with the cleaning operations. Sediment shall not be removed until floating oil in the main compartment is skimmed, decanted, and/or otherwise removed from unit. The Contractor shall transport all materials from the OWS to a state or county site licensed to receive such materials. A clean unit shall be free from oil, sediment, sludge, grime build-up, debris and vegetation. The facility shall not be used for storing of any tools or equipment and must be kept clean at all times. Keys will be provided by the COR. Upon completion of the Oil Water Separator (OWS) cleaning, the Contractor shall promptly send two photos to the COR: one photo of the inside of the OWS and one overall view photo of the OWS to show the cleaning status.

5.7.2 Grit Chambers. Grit chambers are occasionally located before OWS as a mechanism to remove bigger particles and grit before the influent flow reaches the separator. Cleaning grit chambers is an integral part of the OWS process. All grit chambers shall be cleaned and left empty.

5.7.3. OWS Coalescing Plates. Coalescing plates shall be cleaned in place and inspected for damage. Any repairs or replacements that need to be made to coalescing plates shall be reported under the Conditions Report in the MSR.

5.7.4. OWS Weir Skimmers. The Contractor shall check weirs for operational adequacy. Any adjustments that need to be made to weirs shall be reported under the Conditions Report in the MSR.

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5.7.5 OWS Rope Skimmers. The Contractor shall clean rope skimmers and remove any debris from collection troughs. Any repairs or replacements that need to be made to rope skimmers or collection troughs shall be reported under the Conditions Report in the MSR.

5.8 Oil Removal and Wastewater Disposal.

5.8.1 Rope skimmers generally dispose of oil to above or below-ground waste oil tanks. Skimmer systems typically transfer oil to an adjacent trough or compartment constructed as one unit with the OWS. Waste oil product from either the main compartment or these tanks shall be disposed of at a state or county site licensed to receive such materials. After the JBLM ED has designated wastewater as non-hazardous, the Contractor shall request a temporary sanitary sewer discharge permit through the COR to dispose of non-hazardous wastewater. The Contractor shall comply with the MS4 Permit, Appendix A – Street Waste Disposal (Part II.B.6.d).

5.8.2 The excess wastewater, which can be decanted from the oil holding tanks or side compartments, shall be removed and disposed of at a Government-approved offsite location, including any applicable state or county disposal site.

5.8.3 Standing wastewater in the OWS removed from downstream of the skimmers and coalescing plates and filtered non-hazardous cleaning water shall be removed and disposed of at a Government-approved offsite location, including any applicable state or county disposal site.

5.8.4 Any repairs that need to be made to limit excess wastewater (including stormwater) from getting into above ground tanks, waste oil tanks, and waste oil side compartments shall be reported under the Conditions Report in the MSR.

5.9 Back-Up into Interior Sumps or Pits.

5.9.1 Occasionally, troop motor pool vehicle maintenance shops will experience drain blockages backing up into sumps and service pits. In these instances, the Contractor shall clean out interior sumps or pits, unblock drains, and transport materials removed to a state or county site licensed to receive such materials. Interior sumps or pits shall also be cleaned of sludge and oil as part of this contract. Prior to transporting any material, the material must be sampled and characterized by the Contractor in accordance with PWS paragraph 5.5.

5.10 Permits/Special Requirements.

5.10.1 The Contractor is responsible for all fees and for preparing and obtaining any necessary licenses, permits, notifications, waste profiles, or reports resulting from the Contractor’s transportation, recycling, or disposal decisions.

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5.10.2 JBLM requires a Sanitary Sewer Discharge Permit for direct discharges to sanitary sewer manholes. Sanitary Sewer Discharge Permit applications are available from the JBLM PW Service Order Desk.

5.11 Environmental Management System (EMS).

5.11.1 The JBLM EMS conforms to the criteria defined in the international standard, ISO 14001:2004 Environmental Management Systems – Requirements with guidance for use. In accordance with EMS procedures, the Contractor shall be familiar with the JBLM environmental policy and shall ensure that this information is considered and incorporated into performance of this contract. The installation policy can be found at the Environmental Management System/EMS Joint Base Lewis-McChord website (click on JBLM Policy). Additional information regarding the JBLM EMS is available from the installation EMS Coordinator (253-966-6470).

5.12 Hazardous Materials.

5.12.1 For any hazardous materials used in the completion of this contract, the Contractor shall submit an initial list of hazardous materials to be used (including unit of measure and Material Safety Data Sheet for each product) using Headquarters, Joint Base (HJB) Form 953. A copy of these documents must be submitted to the JBLM Pollution Prevention Program (usarmy.jblm.imcom.list.dpw-hm-inventory@mail.mil) and the COR prior to the start of the contract. Questions regarding the form may be directed to the JBLM Pollution Prevention Program (253-966-6469).These items must be reviewed by Pollution Prevention and authorized for use if they are not already on the JBLM Installation Authorized Use List. The Contractor shall not use any hazardous materials not authorized by Pollution Prevention.

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Part 6 - Applicable Publications

6.1 Applicable Publications (Current Editions)

6.1.1 The Contractor shall abide by all applicable regulations, publications, manuals, and local policies and procedures. Any contractor-provided publications are to be procured and maintained at the Contractor's expense.

6.2 Table of Applicable Publications

6.2.1	AR 200-1 Environmental Protection and Enhancement.
6.2.2	AR 385-30 Safety Color Code Markings and Signs.
6.2.3	AR 420-1 Army Facilities Management.
6.2.4	Clean Water Act (CWA).
6.2.5	Oil Pollution Act (OPA).
6.2.6	Federal Facility Compliance Act (FFCA).
6.2.7	Resource Conservation and Recovery Act (RCRA).
6.2.8	Occupational Safety and Health Administration Act (OSHA)
6.2.9	Department of Transportation (DOT) Regulations.
6.2.10	Washington Industrial Safety and Health Administration (WISHA).
6.2.11	WAC 246-290-490, Cross Connection Control Regulations.
6.2.12	WAC 173-308-270, Biosolids Management.
6.2.13	Tacoma-Pierce County Board of Health Land Use Resolution No. 2002-3411.
6.2.14	WAC 173-350, Soil Waste Handling Standards.
6.2.15	JBLM installation Regulation 200-1 (available in "Reference Manuals" section of http://www.lewis-mcchord.army.mil/designstandards/index1.htm)
6.2.16	JBLM environmental policy (http://www.lewis-cchord.army.mil/publicworks/sustainability/EMS/environ_policy.aspx)
6.2.17	MS4 Permit Number WAS-026638 (Appendix A)
6.2.18	JBLM Regulation 200-2 JBLM Sanitary Sewer Pretreatment Program
6.2.19	JBLM Regulation 200-3 Stormwater Management

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