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PERFORMANCE REQUIREMENTS

1.0 ROUTINE COMMERCIAL SERVICES (CLINs 0001, 1001, 2001, 3001, and 4001)
The Contractor shall provide routine commercial exterior and interior carpentry maintenance, repairs, and services as described in the PWS for all buildings, structures and related systems and equipment within the Defense Logistics Agency McNamara Headquarters Complex (FACILITY) as listed in

1.1 TASKS. Routine commercial services include the following:

1.1.1 Maintenance, repair, modernization, or modification of supplies, systems, or equipment.
1.1.2 Routine recurring maintenance of real property.
1.1.3 Housekeeping and base services.
1.1.4 Operation of Government-owned equipment, real property, and systems.
1.1.5 The Service Contract Act shall apply to all CLINs 0001, 1001, 2001, 3001, and 4001.

1.2 TASKS LOCATION:

1.2.1 Task Building 2420 Visitors Control Center
1.2.2 Task Building 2462 Andrew T. McNamara Headquarters Pods 1-9
1.2.3 Task Building 2462 Andrew T. McNamara Headquarters Pod 10
1.2.4 Task Building 2463 Gate 1 Access Gate
1.2.5 Task Building 2464 Gate 2 Access Gate
1.2.6 Task Building 2465 Gate 3 Access Gate
1.2.7 Task Building 2466 Pavilion
1.2.8 Task Building 2467 Irrigation Well House
1.2.9 Task Building 2468 Child Development Center
1.2.10 Task Building 2469 Three Level Parking Garage
1.2.11 Task Building 2480 Material Receiving and Screening Facility
1.2.12 Task Building 2487 Outfall Control Structure

C1.1 Purpose

C1.1.1 The purpose of this Performance Work Statement (PWS) is to establish the terms and conditions under **Indefinite Delivery/Indefinite Quantity (IDIQ)** contract which the Contractor will deliver comprehensive interior and exterior building maintenance services for the government-owned properties.

C1.1.2 The Facility is visited frequently by high-ranking Department of Defense Officials, Congressional Representatives, Diplomats, and other world-wide corporate executives. The high visibility of the Facility necessitates that the buildings be maintained at the level described in this PWS.

C1.1.3 These services aim to ensure compliance with government standards, enhance safety, and maintain the functionality and aesthetic appeal of the facilities.

C1.1.4 The level of maintenance shall ensure that the buildings are free of missing components or defects that could affect the safety, appearance, or intended use of the facility or could prevent any system from functioning in accordance with its design intent.

C1.1.5 The Contractor hereby affirms and warrants that qualified personnel shall be physically present and operationally engaged at DLA work site during all standard business hours, specifically from 7:00am to 4:00pm, Monday through Friday: Project Manager, Master Carpenter, Carpenter, Locksmith (Certified and Licensed and on call 24/7), Painter, Labor, Service Order Dispatch (Admin), Roofer, Drywall Installer, and Floor Cover Technician duly licensed trades personnel on the site to diligently prosecute the work in accordance with the PWS.

C1.1.6 The Contractor shall furnish all materials, tools, accessories, permits, and incidentals necessary to operate, maintain, repair, and sustain the Facilities in accordance with the PWS; applicable federal, state, and local laws, regulations, codes, and standards (including OSHA, NFPA, and applicable environmental and security requirements), manufacturer requirements, and Government policies.

C1.2 Performance Requirements

C1.2.1 The Contractor shall support to ensure the smooth operation, including preventive maintenance, emergency repairs, installation support, and coordination with other trades or facility management.

C1.2.1 The Contractor shall provide operation **s**upport services, such as on-call support, emergency response times, and coordination with production schedules to minimize downtime.

C1.2.2 The Contractor shall perform services diligently, professionally, and to the agreed quality standards.

C1.2.3 All Specific Maintenance Services and Industrial Operations Support Services shall be covered under the Fixed-Firm Price.

C1.2.4 Provide routine, preventive, corrective, and emergency carpentry services for interior and exterior building components, including but not limited to doors, frames, thresholds, hardware, trim, cabinetry, casework, stair components, handrails, millwork, base and casing, drywall patching associated with carpentry, siding, fascia, soffits, decking, railings, fences, exterior trim, rot repair, flashing, and weatherproofing.

C1.2.5 Services include assessment, repair, replacement, refinishing, installation, preventive maintenance, inspection, documentation, and cleanup.

C1.2.6 Perform all work in accordance with applicable federal, state, and local building codes, ADA requirements, OSHA regulations, manufacturer instructions, and recognized industry standards (e.g., AWI, ASTM).

C1.2.7 Material and workmanship must meet good industry practice and be equal to or better than the original installation.

C1.2.8 Carpenter personnel must be trained, experienced, and supervised by a journeyman or lead carpenter with a minimum of five (5) years' relevant experience.

C1.2.9 Background checks and facility access security requirements for personnel as required by the owner must be completed prior to work on-site.

C1.2.10 Use new, commercial-grade materials compatible with existing substrates and finishes. Materials must be approved by the Contracting Officer's Representative (COR) if substitutions are proposed.

C1.2.11 Finish matching, match species, grain direction, profile, paint, stain color and sheen, and finish method to adjacent existing work unless otherwise directed and install per manufacturer's recommendations and maintain product warranties.

C1.2.12 Emergency (life-safety and security) contractor shall provide 24/7 emergency on-call phone coverage. Maintain a dedicated emergency contact and escalation list:

a. Contractor on-site response within 1 hours; temporary stabilization or mitigation within 2 hours; permanent repair schedule agreed within 8 hours.
b. Urgent (major impairment to operations or large affected area):
c. On-site response within 24 hours; complete temporary mitigation within 72 hours; permanent repairs within agreed timeline not to exceed 14 calendar days unless authorized otherwise.
d. Routine (non-urgent defects, small repairs, scheduled maintenance): Schedule within 5 business days; complete work within 30 calendar days of work order unless otherwise authorized.
e. Preventive maintenance: Perform scheduled inspections and maintenance per the contract schedule (monthly, quarterly, semi-annual, or annually as specified).

C1.2.14 Access, Scheduling and Coordination work scheduling with the COR to minimize operational disruption. Access to occupied areas may be limited to agreed hours. For work within occupied or sensitive areas, provide advance notice to occupants and adhere to site access and visitor policies.

C1.2.15 Documentation and Reporting each job, submitting a completed work order with scope, materials used, hours, personnel names, before/after, warranty information, and final acceptance signature. Monthly reports, summary of work orders completed, open work orders, Service Level Agreements met, materials used, and any recommended capital repairs. Maintain as-built documentation for alterations and replacements.

C1.2.16 Equipment, Tools and Disposal Contractor shall provide all tools, equipment, vehicles, and consumables required, except as explicitly provided by the owner. Dispose of debris and removed materials off-site in accordance with regulations; provide receipts for disposal if requested.

C1.2.17 Subcontracting is allowed only with prior written approval by the owner. Prime contractor remains responsible for all subcontractor performance and compliance.

C1.3 <u>General Requirements</u>

C1.3.1 IDIQ contract with Multiple Tasks and Contract Line-Item Number (CLINs) under firm-fixed-price (FFP) for defined scopes, for emergency, investigative, or undefined tasks, and unit-price line items for recurring small tasks.

C1.3.2 Period of Performance Base Period: 1 year from effective date.

C1.3.3 Option Periods: twelve (12) months - four (4) one-year option periods exercisable at the Government's discretion.

C1.3.4 Task Order Types and Work Ordering, Firm-Fixed-Price (FFP): For clearly defined repair/replacement tasks with defined scope and deliverables.

C1.3.5 Contractor shall commence performance of the work after Contract Award (the "Commencement Date"), or on such other date as the Contracting Officer (KO) may mutually agree in writing.

C1.3.6 Contractor shall provide and maintain at all times for the duration of the Contract a sufficient number of personnel, with the requisite skills, experience, certifications and training, to perform the Work in accordance with the Statement of Work, the Contract schedule and Good Industry Practice (collectively, the "Fully Staffed Requirement").

C1.3.7 Background Checks, Contractor personnel performing work on-site shall meet facility security and background check requirements prior to access; provide personnel rosters and credentials as required. Contractor must comply with facility security requirements, sign-in/out procedures, escorting, and access control.

C1.3.8 Contractor shall submit to the Contracting Officer a roster identifying all personnel assigned to the Contract, including job titles, principal duties, proposed start dates, telephone and email contact information.

C1.3.9 The Contractor warrants that all personnel assigned to perform work under this Contract who require access to classified information, sensitive facilities, secure networks, or Agency premises shall possess, prior to such access, all applicable security clearances, background checks, and credentials required by the Agency, applicable law, or this Contract (collectively, "Required Clearances").

C1.3.10 Contractor shall be available to start work categories such as Project Manager, Supervisor, Lead Carpenter, Journeyman Carpenters, Apprentice/Helper Carpenters, Floor Technicians, Mason, Painters, Locksmith (Available 24/7) and provide qualifications for each category (certifications, years' experience, trade school, licensure)

C1.3.11 Materials and Subcontracting Contractor shall provide all materials, tools, equipment, and consumables unless otherwise specified. Materials must be new and commercial-grade unless specified. Subcontracting shall be allowed only with prior written approval of the Contracting Officer. Prime contractor remains responsible for all subcontractor performance and compliance.

C1.3.12 Permits, Codes and Regulatory Compliance Contractor shall be responsible for obtaining and paying for any permits, inspections, or approvals required by local authorities unless otherwise specified. All work shall comply with applicable federal, state and local codes, ADA requirements, OSHA regulations, manufacturer installation instructions, and industry standards (e.g., AWI, ASTM).

C1.3.13 Minor Work refers to small-scale project that do not require extensive planning or significant resources . These projects often include renovations, or installations that have a limited scope. Threshold $0.01 - $5,000.00 within firm-fixed price. Minor Work Description CLINS 0001, 0002, 0003, 0004, 0005, 0006, and 0007.

C1.3.14 Repairs shall be performed by appropriately qualified personnel using new Original Equipment Manufacturer (OEM) parts or new equivalent parts of equal or better fit, form, and function, and shall not materially diminish the performance, safety, or remaining service life of the Accessories. Repair Description. All repair $0.01 - $50,000.00 are included in CLINS 0001, 0002, 0003, 0004, 0005, 0006, and 0007.

C1.3.15 Alterations Modification, changes, addition, deletion, or adjustment to the originally agreed-upon scope of work, design, materials, or specifications. Threshold $5,000.1 - $1,500,000.00. Alteration CLINS 0008

C1.3.16 AD-HOC unscheduled, emergency, urgent, or unexpected repairs not included in standard IGCE agreements. The Contractor shall be able to address unexpected requirements, provide flexible service solutions, accommodate unique repair needs and ensure comprehensive government support. Threshold $0.01 - $1,500,000.00. Alteration Description CLINS 0009.

C1.3.17 Maintenance and repair services include replacement of constituent materials necessary for the interior and exterior maintenance of building and structures, including:

C1.3.17.1 Parking Garage.

C1.3.17.2 Overhead door equipment and associated systems.

C1.3.17.3 Dock leveler equipment and associated systems.

C1.3.17.4 Window Cleaning, Venetian Blinds and Shade Cleaning, Skylight and Ledge Cleaning, and Canopy Cleaning.

C1.3.17.5 Service Calls.

C1.3.18 Indefinite Delivery/Indefinite Quantity (ID/IQ) projects requiring a separate statement of work and prior approval of Contractor's estimates for labor hours and materials; special non-recurring projects may involve minor construction/alterations or non-routine maintenance, repair, or equipment installation.

C1.3.19 Any change in personnel must be approved by the Contracting Officer's (KO).

C1.3.20 Initial Requirements and Scheduled Submission

INITIAL REQUIREMENTS	SCHEDULED SUBMISSION
Active Facility Security Clearance (FCL)	Upon Contract Award, Prior to Commencement of Work
Proposed Joint Inspection Plan	Ten (10) Calendar Days After Notice of Award
Designation of Supervisory Personnel	After Notice of Award
Proposed Preventive Maintenance (PM) Plan	Ten (10) Calendar Days After Notice of Award
Insurance Certificates	Thirty (30) Calendar Days After Notice of Award
Annual Work Schedule	Ten (10) Calendar Days After Notice of Award
Monthly Work Schedule (Initial)	Ten (10) Calendar Days After Notice of Award
Contractor Work Control Forms	Thirty (30) Calendar Days After Notice of Award
Strike Contingency Plan	Fifteen (15) Days Prior to Contract Start
Contractor Emergency Plan	Ten (10) Calendar Days After Notice of Award
Quality Control Plan	Fifteen (15) Days Prior to Contract Start
Hazardous Material Inventory (HMI) & MSDS Sheets	Fifteen (15) Days Prior to Contract Start
Contract and Subcontracts	Ten (10) Days Prior to Contract Start
Pre-Existing Deficiency List	Fifteen (15) Days after Joint Inspection
Badge and Background Checks (DLA 1728 & SF 85P)	After Notice of Award
Copies of Locksmith Certificates	After Notice of Award
Joint Inventory of Government Furnished Equipment	Ten (10) Days Prior to Contract Start
Resumes of Proposed Personnel	Post Award and After Notice of Award
Contractor Emergency Telephone Numbers	After Notice of Award
Completion of Backlogged Service Orders	Twenty (20) Days After Contract Start

C1.4 Management / Employees

C1.4.1 Refer to the policies, procedures, and standards that govern the execution and oversight of maintenance services outlined in this contract.

C1.4.2 The PWS Manager shall possess all the licenses required by the Local, State and Federal Government.

C1.4.3 Local Government includes Fairfax County and Fort Belvoir.

C1.4.4 These licenses include, but are not limited to, Commonwealth of Virginia Class A Contractors License and Fairfax County Business License.

C1.4.5 In addition to Contractor licenses, the following individual specific experience or licenses must be held by the Contractor's employees as necessary.

C1.4.6 The Contractor shall provide copies of all licenses prior to contract start.

C1.4.7 The Contractor Management and Employees shall deliver high-quality services, complete project within specified timeline, ensure satisfaction, and maintain safety and quality standards.

C1.4.8 The Contractor shall provide a qualified Project Manager, to manage project, attend weekly facilities meetings and provide updates, communicator between COR and KO, and schedule overseer. **(On-Site 0700 to 1600, Monday-Fridays)**

C1.4.9 Communication Protocols the terms and conditions under which communication will occur between Contracting Officer Representatives (COR), Contractors, and Contracting Officers (KO) to ensure effective and timely communication regarding contract performance and obligations.

C1.4.10 KOs responsible for the administration of contracts and authority over contractual matters.

C1.4.11 The Contractor is prohibited from communication with Government Employees about contract and projects.

C1.4.12 All formal communications should be sent via email to the designated addresses of CORS, Contractors, and KOs.

C1.4.13 Emergency matters requiring immediate attention, KO may communicate via phone or instant messaging, followed by written confirmation via email.

C1.4.14 All communication between the Contractor's Key Personnel, Administrative (Non-Supervisory), and COR shall be conducted using the assigned government email accounts, phones, or radios.

C1.4.15 In the event of a dispute arising from communication issues, KO shall first attempt to resolve the matter amicably through direct communication.

C1.4.1 Project Manager (PM)

Person designated in writing by the Contractor who has complete authority to act for the Contractor in every detail during the term of the contract.

C1.4.1.1 PM shall have signature authority and be permitted to accept service orders, notices of deductions, inspection reports, and all other correspondence on behalf of the Contractor.

C1.4.1.2 Prior to the assignment of the PM to the contract, a detailed resume containing, as a minimum, the information specified below must be submitted to the KO for approval and qualification standards and resume requirements shall apply to both new and replacement PM.

C1.4.1.3 PM shall be on-site during normal working hours (7am-3pm).

C1.4.1.4 PM shall be responsible for the satisfactory performance of all the work done by the Contractor personnel.

C1.4.1.5 PM shall be responsible for the overall management and coordination of all work and shall act as a central point of contact with the Government.

C1.4.1.6 PM shall possess the following minimum experience in the operation and maintenance of building equipment and systems.

C1.4.1.7 A thorough understanding and knowledge of buildings and structures, mechanical, electrical and plumbing equipment and systems.

C1.4.1.8 The ability to read and interpret plans and specifications.

C1.4.1.9 The person designated as PM must possess current Secret Clearance for all worked performed and supervised.

C1.4.1.10 A detailed description of his/her previous seven (7) years employment history.

C1.4.1.11 Document showing the proposed PM has current Secret Clearance.

C1.4.1.12 All Contractors managers shall be identified by wearing a white collared shirt with company name or logo.

C1.4.2 Master Carpenter / Supervisor (MC)

C1.4.2.1 Contractor shall provide prior to award the MC/Supervisor, resume for review and prior written approval by COR, demonstrating requisite qualifications, professional credentials, and relevant work experience pertinent to the specified position.

C1.4.2.2 Document showing the proposed Project Manager has current Secret Clearance.
C1.4.2.3 MC shall be on-site during regular working hours (7am-3:30pm), five (5) days per week.
C1.4.2.4 Highly skilled tradesperson who has extensive knowledge and experience in carpentry, capable of overseeing complex projects, managing teams, and ensuring adherence to building codes and safety regulations.
C1.4.2.5 Adherence to local, state, and federal building codes that govern construction standards, safety, and materials used in carpentry projects.
C1.4.2.6 A specific type of license that allows a master carpenter to legally operate as a contractor, which may involve additional requirements like insurance, bonding, and proof of experience.
C1.4.2.7 A formal program through which a prospective carpenter gains hands-on experience and training under the supervision of a skilled carpenter, often required prior to obtaining master status.
C1.4.2.8 Standards set by the Occupational Safety and Health Administration that ensure safety and health in the workplace, specifically relevant to construction and carpentry work.
C1.4.2.9 A detailed description of the tasks and responsibilities that a master carpenter will undertake in a specific project, often outlined in contracts.

C1.4.3 Cabinetmaker

C1.4.3.1. The contractor shall provide cabinetmakers who can fabrication cabinets and installation services to design, construct, and install custom cabinetry in accordance with the project specification.
C1.4.3.2. A structured training program where a novice cabinet maker gains practical experience under the supervision of a skilled professional, often required to achieve journeyman or master status.
C1.4.3.3. The contractor shall ensure personnel assigned to perform cabinetry services are adequately trained and qualified to perform required tasks safely and effectively.
C1.4.3.4. All cabinetry work shall meet industry standards for quality, durability, and finish techniques, including proper, alignment, and surface treatment.
C1.4.3.5. Document showing the proposed Cabinetmaker has current Secret Clearance.

C1.4.4 Roofer

C1.4.4.1. The contractor shall provide cabinet fabrication and installation services to design, construct, and install custom cabinetry in accordance with the project specification.
C1.4.4.2. The contractor shall ensure that all personnel requiring access to secure areas possess the appropriate security clearance as specified in **Security section.**
C1.4.4.3. The contractor shall ensure personnel assigned to perform cabinetry services are adequately trained and qualified to perform required tasks safely and effectively. NOTE: with the reworded version the government does not dictate apprenticeships, journeyman status, or internal workforce structure.
C1.4.4.4. All cabinetry work shall meet industry standards for quality, durability, and finish techniques, including proper, alignment, and surface treatment.
C1.4.4.4.1. Exhibit tight, secure joinery with no visible gaps.
C1.4.4.4.2. Shall be smooth, uniform finishes free of defects.
C1.4.4.4.3. Shall be installed level, plumb, and securely anchored.
C1.4.4.4.4. Shall meet all dimensional and designed specification.

C1.4.5 Framer

C1.4.5.1. A skilled tradesperson who constructs the framework of buildings, including walls, floors, and roofs, using wood, metal, or other materials.
C1.4.5.2. Document showing the proposed Project Manager has current Secret Clearance.
C1.4.5.3. A detailed description of the specific framing tasks the framer is contracted to perform, including materials, techniques, and project timelines.
C1.4.5.4. Adherence to local, state, and federal building codes that govern construction standards, ensuring safety, structural integrity, and quality in framing work.
C1.4.5.5. Typically requires several years (often 3-5) of hands-on experience in framing, including knowledge of residential and commercial framing techniques.

C1.4.6 Mason

C1.4.6.1 Read and interpret blueprints/drawings to determine specifications and calculate materials required.
C1.4.6.2 Lay bricks, stone or similar materials to build or refurbish walls, arches, chimneys, and other structures.
C1.4.6.3 Apply and smooth mortar or other mixture over work surface.
C1.4.6.4 Operate machinery and tools, such as mixers, saws, drills, and blowtorches.
C1.4.6.5 Restore, clean, and repair existing masonry structures.
C1.4.6.6 Ensure structures are level and compatible with local codes.
C1.4.6.7 Maintain a clean and safe working environment.
C1.4.6.8 Years of experience (3-5).
C1.4.6.9 Mix cement, cut or shape bricks and stone, and ensure the alignment and integrity of the structure using levels and plumb bobs.
C1.4.6.10 Waterproofing, repairing, and restoring old masonry structures.
C1.4.6.11 Document showing the proposed Masonry has current Secret Clearance.

C1.4.7 Drywall Installer / Finisher

C1.4.7.1 Measure and cut drywall to fit walls and ceilings
C1.4.7.2 Install drywall using screws, nails or adhesives
C1.4.7.3 Apply joint tape and compound to cover seams and fill gaps.
C1.4.7.4 Sand and smooth out drywall surfaces for painting or wallpapering.
C1.4.7.5 Repair damaged drywall by removing and replacing damaged sections.
C1.4.7.6 Build soundproof walls or fire-resistant walls using special materials.
C1.4.7.7 Work safely using proper tools and accessories, such as drywall lifts and scaffolding.
C1.4.7.8 Communicate with other tradespeople on job sites, such as electricians and plumbers, to coordinate installations.
C1.4.7.9 Maintain clean and organized work area and dispose of debris and unused materials properly.
C1.4.7.10 Document showing the proposed Masonry has current Secret Clearance.

C1.4.8 Floor Coverer Technician

C1.4.8.1 Perform routine installation and maintenance on various floor types including carpets, tiles, and hard wood.
C1.4.8.2 A carpet installer is responsible for the installation, adjustment, and removal of carpets in residential and commercial settings, ensuring high-quality workmanship and customer satisfaction.
C1.4.8.3 Measure, cut, and lay carpets according to specifications, ensuring a precise fit for each area.
C1.4.8.4 Remove old flooring and prepare the underlying surface for new carpet installation.
C1.4.8.5 Meet with clients to discuss their carpeting needs, provide quotes, and offer advice on carpet selection.
C1.4.8.6 Utilize various tools such as carpet knives, power stretchers, and seams rollers to ensure a clean and secure installation.
C1.4.8.7 Perform repairs on existing carpets, including re-stretching and patching as needed.
C1.4.8.8 Clean the work area after installation, ensuring all debris is removed and the space is left tidy.
C1.4.8.9 Proficiency in measuring and cutting carpet, as well as securing it with tack strips, glue, or staples.
C1.4.8.10 Understanding different types of carpeting materials and installation techniques.
C1.4.8.11 Ability to work on feet for extended periods, including kneeling and crouching.
C1.4.8.12 Strong interpersonal skills to effectively communicate with clients and address their needs.
C1.4.8.13 Previous experience in carpet installation is preferred, though not always required.
C1.4.8.14 Document showing the proposed Carpet Installer has current Secret Clearance

C1.4.9 Painter

C1.4.9.1 Painters are responsible for applying paint, varnishing, and other finishes to various surfaces, ensuring both aesthetic appeal and protection from damage.
C1.4.9.2 Consult with the clients to understand their painting requirements and preferences.
C1.4.9.3 Preparing painting surfaces by washing walls, repairing holes, or removing old paint.
C1.4.9.4 Mixing, matching, and applying paints and other finishes to various surfaces.
C1.4.9.5 Providing decorative and faux finishes as the project requires.
C1.4.9.6 Handling planning and prep work in an efficient manner.
C1.4.9.7 Preparing the surrounding area by covering it with cloth or plastic to prevent messes.
C1.4.9.8 Moving furniture and accessories as necessary to reach the entire surface of the project.

C1.4.9.9 Calculating the number of materials and time required for said project.
C1.4.9.10 Cleaning up supplies and replacing fixtures when the project is complete.
C1.4.9.11 Document showing the proposed Painter has current Secret Clearance

C1.4.10 Locksmith

C1.4.10.1 Contractor shall provide prior to the assignment of the Locksmith, the contractor shall submit a comprehensive curriculum vitae (CV) or professional resume for review and prior written approval by the designated project management authority, demonstrating requisite qualifications, professional credentials, and relevant work experience pertinent to the specified position. **All locksmith shall be on call (24/7) and responsible for installing, repairing, and maintaining locks and security systems.**
C1.4.10.2 Locksmith shall be on-site during regular working hours (7am-4pm), five (5) days per week.
C1.4.10.3 Install and Repair new lock systems and repair or replace existing ones in homes, businesses, and vehicles.
C1.4.10.4 Create and duplicate keys, including specialized keys for high-security locks.
C1.4.10.5 Respond to emergency calls for lockouts, providing quick access to clients who are locked out of their offices space.
C1.4.10.6 Keep detailed records of work performed, including billing and inventory of locks and keys.
C1.4.10.7 Proficiency in using locksmith tools and machines, as well as knowledge of various types of locks and security systems.
C1.4.10.8 Initial installation or changing of the combinations will require the designated representative on sight to establish and sign SF 700 form and file.
C1.4.10.9 Qualified to install all DI&S and **Sergeant and Greenleaf (S&G) pad locks, XO-9**, and **X-10**.
C1.4.10.10 Document showing locksmith certification and can hold a has a Tier 4 (Formally BI or Level 6) – public trust position.

C1.4.11 Service Order Dispatcher / Computerized Maintenance Management System (CMMS)

C1.4.11.1 Contractor shall maintain uninterrupted service desk and dispatch operations during normal working hours.
C1.4.11.2 Ensure consistent communication and receive requests via phone, email, portal, CMMS, radio, or walkup.
C1.4.11.3 Contractor shall be on-site during regular working hours (7am-3:30pm), five (5) days per week.
C1.4.11.4 The contractor shall be able to maintain the Computerized Maintenance Management System (CMMS) used to log, track, and report work.
C1.4.11.5 Employee shall Document showing the proposed Painter has current Secret Clearance

C1.5 Plans

C1.5.1 Contractor Work Schedule

C1.5.1.1 The Contractor shall provide names with title/position, clearances, and work schedule of all employees before/after the award.
C1.5.1.2 The Contractor shall be able to start workday of award with required staffing and clearances.
C1.5.1.3 The Contractor shall provide a work schedule for Monday through Friday, 7AM to 4PM and other days specifically designated by KO with below tradesman:

a. Project Manager.
b. Master Carpenter.
c. Carpenters.
d. Locksmith (**Certified and on call 24/7**).
e. Painters.
f. Labors,
g. Service Order Dispatch (Admin).
h. Roofers.
i. Drywall Installer. and
j. Floor Cover Technician duly licensed trades personnel on the site to diligently prosecute the work in accordance with the PWS.

C1.5.1.4 The Government will be closed for except Federal Holidays:

a. New Year's Day

b. Inauguration Day
c. Martin Luther King, Jr. Day
d. President's Day
e. Memorial Day
f. Juneteenth Day
g. Independence Day
h. Labor Day
i. Columbus Day
j. Veteran's Day
k. Thanksgiving Day
l. Christmas Day

C1.5.1.5 The Contractor desires to perform repairs, services, and maintenance other than during the negotiated working hours, prior approval shall be obtained from the COR five (5) workdays in advance.

C1.5.2 Security

C1.5.2.1 **Facility Security Clearance.** The Contractor shall provide a copy of the Facility Security Clearance (FCL) with the Technical Proposal, Volume 1. The Prime Contractor shall ensure that prior to entering into any sub-contracting agreements that each sub-contractor that will require access to secured infrastructure within the HQC is in possession of an FCL at the appropriate level.

C1.5.2.1.1 The Contractor shall, immediately upon award and prior to commencement of work, provide the Contracting Officer with written verification of an Active Facility Security Clearance (FSC) at the Secret level. After validation by the Government the notice to proceed will be issued. **The Contractor shall provide a copy of the FSC with the Technical Proposal, Volume 1.**

C1.5.2.1.2 All Contractor personnel assigned to the complex shall obtain and maintain at a minimum a SECRET-level security clearance. Clearance requirements shall also include any Contractor personnel performing services required by this contract to include all replacement or temporary replacement personnel, who regularly work or are used as replacement personal.

C1.5.2.1.3 Entrance into all the facilities is Access Controlled and all persons and vehicles are subject to search. All un-badged personnel shall be required to sign-in and out of the building.

C1.5.2.1.4 The Prime Contractor shall be responsible for safeguarding all Government property provided for Contractor use. At the close of each work period, Government facilities, equipment and materials shall be secured.

C1.5.2.1.5 Permanent workforce personnel are not required to sign-in or sign-out, however, the Contractor shall provide the Contracting Officer (KO), or Contracting Officer Representative (COR) upon demand, a roster of Contractor personnel that are employed. All Contractor personnel shall be identified to the Government during the phase-in period or replacement.

C1.5.2.1 **Building Security.** The Prime Contractor shall be responsible for safeguarding all Government property provided for Contractor use. At the close of each work period, Government facilities, accessories and materials shall be secured. All personnel and vehicles are subject to search. All Prime Contractor personnel that require access to secured infrastructure shall, at a minimum, be eligible for access to classified information at SECRET level as verified through the Joint Personnel Adjudication System (JPAS). Prior to award.

C1.5.2.2 **Facilities Access.** Prior to commencement of work, the Prime Contractor shall provide Visit Authorization Requests in accordance with the National Industrial Security Program Manual (DOD 5220.22-M) and any instructions contained in the DD Form 254 (Contract Security Classification Specification), on all personnel that will be required to have access to DTRA infrastructure.

C1.5.2.3 **Entry into Building 2462 HQC POD 1-9** is controlled through a single-entry point. Visitors (personnel not part of HQC workforce, Government or Contractor, are required to sign-in and sign-out at the main entrance Atrium Guard Desk. Permanent workforce personnel are not required to sign-in or sign-out,

however, the Contractor shall provide the Contracting Officer (KO), upon demand, with a roster of Contractor personnel that are employed for work at the HQC. All visitors are required to sign-in and sign-out between 7:00 PM and 5:00 AM. The Contractor shall provide the Contracting Officer's Representative (COR) with a roster of visitors at least twenty-four (24) hours in advance of their expected arrival. All Contractor personnel shall be identified to the Government during the phase-in period or upon employment whichever is earlier.

C1.5.2.4 **Entry into Building 2462 HQC POD 10** is controlled through a single point entry. Visiting personnel, not part of the HQC POD 10 workforce, are required to sign-in and sign-out at the main entrance of POD 10. Visitors without an approved secret clearance must be escorted by approved agency personnel. The Contractor shall be required to provide contractor personnel that have a current secret clearance for all work performed at any secured area. The Government personnel will not provide escort services for day-to-day operations.

C1.5.2.5 **Entry into Building 2468 CDC** all visitors must access the CDC through the front entrance to the CDC unless it is after normal working hours. All personnel are required to sign-in and sign-out at the HQC main entrance Atrium Guard Desk and receive access approval after normal working hours of 6:00 AM to 6:00 PM Monday through Friday.

C1.5.2.6 **All Prime Contractor** employees must be able to obtain a Common Access Card, a Defense Logistics Agency HQC Badge and a DTRA Badge. The COR will provide the Contractor with a supply of Standard Forms 85P (Questionnaire for Public Trust Positions) and DLA Form 1728, Request for Contractor Badge, to be filled out for all Contractor personnel requiring access to the ATM. Once the DLA Form 1728 Forms are completed, the Contractor will contact the COR for signature. The DLA Installation Support (DS) Personnel Security Office will check the system to see if there has ever been a background check on each individual before the SF 85P will be filled out. If Personnel Security determines a background check is required, the Contractor will be notified. The SF 85Ps will be completed before the employee(s) begin work at the HQC. All Contractor employees must receive a favorable background investigation. If the background investigation shows that the employee has a criminal background, DS will make the determination to allow employee access to the ATM. Once the Contractor personnel have passed the background investigation, DS Physical Security Office will issue Contractor badges to each employee. All Contractor personnel working in the DTRC must possess secret clearance prior to starting work May 1, 2015. The DTRC personnel will not provide escort services. Any lost HQC Badge/Common Access Cards or HQC Badge/ Common Access Cards not turned in when requested or at the end of a contract, the finial invoice will not be paid until all cards have been returned and accounted for.

C1.5.3 Common Access Card (CAC) Procedures

C1.5.3.1 When CACs are issued under this contract, the contractor shall complete and comply with the following steps to obtain, control, and turn-in Government-issued CACs, as well as establish procedures to always control and account for contractor CACs.

C1.5.3.2 The Contractor has each contractor employee requiring a CAC complete and sign Sections I and Il of the DD Form 1172-2.

C1.5.3.3 The instructions for completing the DD Form 1 172-2 are located at http://www.cac.mil/docs/1 172-2Instructions.

C1.5.3.4 For Section Il, Block 22, the employee contractor signs, and the DD Form 1 172-2 is then forwarded by the contractor.

C1.5.3.5 If the contractor is submitting a DD Fonn 1 172-2 for him/herself (e.g., the owner) with no higher authority above them for verification, then the signature in Block 22 must be notarized to verify identity.

C1.5.3.6 The Contractor forwards the DD Form(s) 1 172-2 via hand-carry, secure mail, or encrypted email.

C1.5.3.7 Each Contractor employee must verify his/her account information upon receipt of a username and password for the Trusted Associate Sponsorship System (TASS).

C1.5.3.8 A Government employee will directly provide this information to the Contractor, as well as the web link for TASS.

C1.5.3.9 Contractor employee will receive an email via TASS when his/her account has been approved.

C1.5.3.10 The email will notify the employee to obtain a government-issued CAC from the nearest Real-Time Automated Personnel Identification System (RAPIDS) office.

C1.5.3.11 The email will also provide a link that identifies the locations of RAPIDS offices.

C1.5.3.12 Each Contractor employee shall obtain his/her issued CAC from the RAPIDS office.

C1.5.3.13 The Contractor, within one (l) business day of issuance, provides written notice via email to the COR (or the KO, if no COR was designated) for each Contractor CAC issued identifying the Contractor employee's name, the date of issuance, and the date of expiration of the CAC.

C1.5.3.14 The Contractor establishes procedures to always control and account for Government-issued contractor CACS, to include the following:

a) Ensure Contractor CACs issued for this contract are only used for the purpose of being performed under this contract.
b) Ensure Contractor CACs are secured in a manner that precludes unauthorized use and that recognizes the CAC is the property of the U.S. Government.
c) Ensure Contractor employees do not abuse or place holes in their CACs.
d) Ensure Contractor employees do not display their CACs in public.

C1.5.4 CAC is lost or stolen:

C1.5.4.1.1 The Contractor shall immediately notify the COR (or the KO, if no COR was designated), detailing the circumstances regarding the lost or stolen contractor CAC, as follows:

C1.5.4.1.2 In person, followed within one (1) business day by a written notice via email, or

C1.5.4.1.3 In writing, via email, or by telephone, followed within one (1) business day by a written notice via email

C1.5.4.1.4 The Contractor shall report the lost or stolen CAC card to the local DLA Police/host installation police, who will provide the Contractor with a police report.

C1.5.4.1.5 The Contractor/Contractor employee turns in any found CACs immediately, via hand carry, to the nearest Federal law enforcement office.

C1.5.4.1.6 The COR immediately collects all Contractor CAC(s) from the Contractor employee(s) contract completion or termination

a. Termination/reassignment of an employee (this includes any reason the employee is no longer working for the contractor and within one (1) business day after collecting the contractor CAC(s), arranges for turn-in to COR/KO.

C1.5.5 Key Control. The Contractor shall establish and implement a procedure for ensuring that all keys and/or combinations locks used are not misplaced and are not used by unauthorized persons. All keys and/or combination locks required for satisfactory accomplishment of tasks described in the contract will be furnished by the Government.

C1.5.5.1 **Keys Issued.** The Contractor shall not duplicate. Combination locks shall not be disseminated beyond a “need to know” basis.

C1.5.5.2 **Key Loss.** The Contractor shall report loss of a key or compromise to COR and police. of a combination immediately to the COR.

C1.5.5.3 **Locks.** All **Deadbolt Interlock and Switch (DI&S)** and **Sergeant and Greenleaf (S&G) pad locks, XO-9**, and **X-10** shall be purchased and installed by a certified locksmith.

C1.5.6 Parking

C1.5.6.1 Vehicle owners and those who work on the HQC are responsible for parking in accordance with the HQC Parking Policy. Personnel shall be aware of the contents of the HQC Parking Policy, obey signs posted to identify the various parking rules, and inquire of the security force when there is doubt.

Strict enforcement of parking procedures will be enforced to control violations. Those who park in unauthorized spaces will be issued a traffic citation. Personnel who collect three (3) traffic violations within a one (1) year

period will receive a letter of warning advising that an additional violation will result in a six (6) month suspension of driving privileges at HQC. The next violation will result in a Notice of Notice of Hearing.
C1.5.6.2 Vehicles will be subject to towing for the following reasons: abandonment; parking in violation of complex policies; constituting safety or security hazards; driving illegally on the HQC; the arrest of the owner/driver for a criminal violation; leaving a disabled vehicle on the complex for more than twenty-four (24) hours without notifying proper authorities. Towed vehicles and their contents remain the owner's responsibility.

C1.5.7 Preventive Maintenance Service Plan

C1.5.7.1 The Contractor shall develop and submit a comprehensive Preventive Maintenance (PM) Plan for Government review and approval within thirty (30) calendar days after contract award.
C1.5.7.2 The Plan shall detail the schedule, procedures, and checklists for the proactive inspection and maintenance of all exterior and interior components covered under this contract.
C1.5.7.3 Upon approval by the Contracting Officer's Representative (COR), the Contractor shall execute all PM activities in strict accordance with the approved Plan.
C1.5.7.4 The frequency and timing of maintenance activities (e.g., monthly, quarterly, annually).
C1.5.7.5 All PM activities and findings shall be documented and submitted to the COR as part of the monthly progress report.
C1.5.7.6 The maintenance provider keeps records of maintenance activities and provides reports to the COR.
C1.5.7.7 All preventive maintenance is included in the Firm-Fixed Price portion of the contract.

C1.5.8 Contractor Emergency Plan

C1.5.8.1 Outlines the requirements and responsibilities of the Contractor in relation to emergency preparedness and response for the services provided under the service contract.
C1.5.8.2 Any situation that poses an immediate risk to health, life, property, or the environment, requires urgent intervention.
C1.5.8.3 The Contractor shall develop and submit a comprehensive Emergency Plan within 30 days of the Contract start date.
C1.5.8.4 The Emergency Plan shall include:

- C1.5.8.4.1 Identification of potential emergency scenarios.
- C1.5.8.4.2 Procedures for responding to emergencies.
- C1.5.8.4.3 Communication protocols for notifying relevant stakeholders.
- C1.5.8.4.4 Evacuation and safety measures.
- C1.5.8.4.5 Roles and responsibilities of personnel.

C1.5.8.5 Emergency Notification: In the event of an emergency, the Contractor shall notify the COR and Contracting Officer immediately using the designated communication channels.
C1.5.8.6 The Contractor shall provide timely updates regarding the status of the emergency response efforts and any implications for service delivery.
C1.5.8.7 The Emergency Plan shall be reviewed and updated at least annually or as required by changes in operations, regulations, or lessons learned from actual emergencies or drills.
C1.5.8.8 All revisions to the Emergency Plan must be submitted to the Contracting Officer for approval.
C1.5.8.9A copy of the Government 's Occupant Emergency Plan (OEP) shall be provided to the Contractor during the post award meeting.
C1.5.8.10 The name, address, telephone number and current position of each employee that will participate in the Contractor Emergency Plan.
C1.5.8.11 The Contractor shall be required to operate the facility during all emergency situations including, but not limited to fires, accident and rescue operations, strikes, civil disturbances, natural disasters, utility service outages and military contingency operations.
C1.5.8.12 Designated Contractor personnel, including the On-site Supervisor, shall be thoroughly familiar with the Government 's OEP and shall be trained by the Contractor to fully understand their responsibilities relating to each emergency plan.
C1.5.8.13 The emergency plan shall be developed by the Contractor as a critical part of the Management Plan and shall be submitted in the draft as part of the Technical Proposal.

C1.5.8.14 Contractor participation in emergency plans shall be mandatory during building related emergencies or natural disasters, regardless of the time of occurrence.
C1.5.8.15 The specific functions that each employee will perform during emergency situations.
C1.5.8.16 If temporary or subcontractor employees are to be used, the same information is required as in the Strike Contingency Plan.
C1.5.8.17 The Contractor will have at least two (2) employees on site during emergency weather-related events during and after normal business hours to monitor the building in case of an issue.
C1.5.8.18 The Contractor will have an emergency phone number that will allow COR and FACILITIY police to contact in time of a crisis.
C1.5.8.19 The employees of the Contractor must be able to work independently and make decisions to determine the nature of the repair and be able to execute a temporary or full repair or replace any damage in a safe manor, if any arise.
C1.5.8.20 The Contractor's procedures and actions to support the Government 's OEP.
C1.5.8.21 The Contractor's procedures to operate the facility during all emergency situations (fires, accident and rescue operations, strikes, civil disturbances, utility outages and military contingency operations)

C1.5.9 Strike Contingency Plan (SCP)

C1.5.9.1 The Contractor shall prepare a Strike Contingency Plan to be used in the event of a strike by its employees.
C1.5.9.2 The SCP shall be submitted to the KO for approval fifteen (15) days before the date of the start date.
C1.5.9.3 The names, addresses, telephone numbers, and contact persons of proposed firms the Contractor intends to utilize to provide the services defined in this specification during strikes by his employees.
C1.5.9.4 Contractor shall provide copies of current licenses and certifications of experience ensuring the
C1.5.9.5 Government that all temporary or replacement employees (including subcontractor employees) will meet the experience and licensing requirements of this contract.

C1.5.10 Quality Control Plan (QCP)

C1.5.10.1 The Contractor shall establish and maintain a Quality Control Program (QCP) in accordance with the FAR 52.212-4(a) "INSPECTION/ACCEPTANCE" clause, to ensure that the work performed under the contract conforms to contract requirements.
C1.5.10.2 A recommended QCP will be submitted as part of the Contractor's proposal.
C1.5.10.3 A Final QCP shall be submitted to the KO for review fifteen (15) days after award.
C1.5.10.4 The Contractor's QCP shall provide top Contractor management with an effective and efficient means of identifying and correcting problems throughout the entire scope of contract.
C1.5.10.5 A Description of the Contractor's QC system. The system must cover all contract services, specify work to be inspected on either a scheduled or unscheduled basis and describe how inspections are to be conducted.
C1.5.10.6 The name(s) and qualifications of the individual(s) responsible for performing the QC inspections, and the extent of their authority.
C1.5.10.7 Provisions for recording the results of inspections and for recording corrective action taken.
C1.5.10.8 Provisions to update and revise the QCP during the performance of the contract.
C1.5.10.9 A file of all QC inspections both performed and scheduled, inspection results, and dates and details of corrective actions taken shall be maintained by the Contractor through the term of this contract.
C1.5.10.10 The file shall be the property of the Government and made available to the COR upon request during regular working hours.
C1.5.10.11 The file shall be turned over to the COR within three (3) days following completion or termination of this contract.

C1.5.11 Contractor Phase-In Plan

C1.5.11.1 The Contractor shall identify key milestones within each CLINs that must be achieved before moving to the next the CLINs.
C1.5.11.2 The Contractor shall provide how many employees will be assigned.

C1.5.11.3 The Contractor shall provide a work schedule to minimize impact on the Government daily operations.
C1.5.11.4 The Contractor shall provide five (5) days after the award all name(s), qualifications of the individual(s), and work schedule to the COR and KO for approval.
C1.5.11.5 The Contractor shall ensure and allows for some flexibility in the phase-in plan to accommodate unforeseen circumstances.
C1.5.11.6 The Contractor shall provide records of each CLINs phase's progress, including start/end dates, work completed, inspections, and any changes or issues.
C1.5.11.7 The Contractor file shall be turned over to the COR within three (3) days following completion or termination of this contract.
C1.5.11.8 The KO/COR will provide what tasks need to be finished before phasing-out.

C1.5.12 Contractor Phase-Out Plan

C1.5.12.1 The COR and Contractor have ninety (90) days prior to the expiration of the contract to plan for phase-out operation.
C1.5.12.2 A copy of the CLIN's phase-out operation shall be provided to the COR.
C1.5.12.3 In addition, this Contractor agrees to provide phase-out services for a period not to exceed sixty (60) days.
C1.5.12.4 Continuity and performance for all services required under this contract shall be maintained during this period by the incumbent Contractor.
C1.5.12.5 The Contractor shall handover all maintenance logs, warranties, and service historic data during phase-out plan.
C1.5.12.6 The current Contractor shall complete all projects, maintenance, and repairs before executing the phase-out plan.
C1.5.12.7 The Contractor shall provide a timeline for each phase-out activity within each CLIN, including start and end dates.
C1.5.12.8 The KO/COR will provide the tasks that need to be finished before phase-out.

C1.5.13 End-of-Life Repair Plans

C1.5.13.1 The Contractor shall communicate with the COR when the equipment will no longer be supported by manufactory and repair plans no longer available.
C1.5.13.2 The Contractor shall maintain or provide temporary equipment until replaced or removed under Firm-Fixed Price.
C1.5.13.3 The Contractor shall provide a written report to the COR that includes a replacement recommendation, budgetary cost estimate, and a proposed transition schedule.

C1.5.14 End-of-Life Replacement Services

C1.5.14.1 The Contractor shall provide to the COR when equipment that has reached the end of its manufacturing lifecycle.
C1.5.14.2 The equipment End-of-Life Replacement Services includes:
C1.5.14.3 Interruption of Production.
C1.5.14.4 Limited Availability of Replacement Parts.
Potential Safety Concerns.
C1.5.14.5 The Contractor shall remove the End-of-Life items and are responsible for the installation of new, compatible, or upgraded items that meet current standards or requirements.
C1.5.14.6 The Contractor and COR will evaluate the current state of the End-of-Life items to determine the need for replacement.
C1.5.14.7 The Contractor and COR will acquire new items that are either direct replacements or upgrades.
C1.5.14.8 The Contractor shall ensure that the new installations function correctly and meet the contract specifications.
C1.5.14.9 The Contractor shall be responsible for properly disposal or recycling of the old, replaced items in compliance with environmental regulations.

C1.5.14.10 The Contractor should clearly define the scope of work related to end-of-life replacement services, detailing what constitutes End-of-Life Replacement Services, the criteria for determining when replacement services are necessary, and the specific tasks to be performed.
C1.5.14.11 Typically, any repairs or replacements must be authorized by the appropriate Government official or designated representative before the contractor can proceed.
C1.5.14.12 Equipment, that is End of Life Replacement Services with a value of less than $50,000.00 dollars, shall be covered under the Fixed Firm Price Portion of this contract.

C1.5.15 Backlogged Services

C1.5.15.1 The Contractor shall notify the Government in writing within 90 business days of identifying the backlog.
C1.5.15.2 The Contractor shall provide an estimated timeline for completion and propose a revised schedule for the backlogged services.
C1.5.15.3 The contractor shall have 30 days to respond or complete outstanding tasks.
C1.5.15.4 Contractors shall prioritize outstanding tasks with the COR based on urgency and importance.

C1.5.16 Pre-Existing Deficiencies

C1.5.16.1 Ten (10) calendar days after the Contractor receives the notice of award, the Contractor shall submit a proposed joint inspection plan to the KO that details the number of personnel that will be employed, time, location, and date of inspections for the purpose of identifying any pre-existing deficiencies with the building or building equipment.
C1.5.16.2 The KO shall accept or change the Contractor's inspection dates and notify the Contractor of the decision.
C1.5.16.3 The COR and the Contractor shall make a complete and systematic inspection of all mechanical, electrical, and utility systems covered by this contract.
C1.5.16.4 The Contractor shall then prepare and submit to the COR a pre-existing deficiency report listing all observed pre-existing deficiencies with equipment or systems noted during the joint inspection.
C1.5.16.5 The Contractor shall also include as part of this listing, any equipment or systems which are now operable, but which the Contractor feels should be considered for repair or upgrade.
C1.5.16.6 The pre-existing deficiency list shall be submitted to KO for review fifteen (15) days after the joint inspection.
C1.5.16.7 If the Contractor can correct the deficiency through normal preventive maintenance schedule and procedures, the COR will direct that it be done as such.
C1.5.16.8 If the preventive maintenance procedures cannot be utilized to correct the noted deficiency, the Contractor may be requested to submit a proposal to make the necessary repairs.
C1.5.16.9 Upon request of the COR, the Contractor will submit a price proposal for the repair in question.
C1.5.16.10 If necessary, negotiations will be initiated between the Contractor, COR and the KO to reach an agreement on a price for that repair.
C1.5.16.11 The Contractor may file a claim with the KO for any monies that are in dispute.
C1.5.16.12 The Contractor will not delay commencement of the repair while awaiting the processing of the claim.
C1.5.16.13 The Government reserves the right to have any or all the repairs of pre-existing deficiencies accomplished by other means.

C1.5.17 Latent Defects

C1.5.17.1 Hidden flaws or issues in the work performed that are not immediately apparent or discoverable upon reasonable inspection.
C1.5.17.2 These defects may not be visible or detectable at the time of completion of the work but can lead to significant problems later on.
C1.5.17.3 The Contractor shall immediately notify the COR in writing the location, a detailed description of the condition, photographic evidence if available, and an initial assessment of any immediate safety risks.

C1.6 Maintenance Programs

C1.6.1 Contractor shall provide the COR with their maintenance plan 10 days after award.

C1.6.2 Maintenance program is a system of routine maintenance tasks designed to lessen the likelihood of failure while extending asset lifespan. These planned maintenance tasks represent a proactive approach to maintenance, where operations revolve around upkeep instead of major repair.
C1.6.3 Contractor shall perform routine maintenance services as outlined in the Standard Plan Maintenance Checklist for both interior and exterior areas.
C1.6.4 Contractor shall perform all schedule maintenance in a professional and workmanlike manner consistent with industry standards.
C1.6.5 Maintenance services shall be conducted according to the schedule set forth in the Standards Plan Maintenance Checklist or as otherwise agreed in writing by the KO or COR.
C1.6.6 Contractor shall notify the COR of any changes to the schedule in seventy-two (72) hours.
C1.6.7 The COR will provide the Contractor with reasonable access to the premises during agreed-upon hours to perform the maintenance services.
C1.6.8 Contractor shall comply with all security and safety protocols established by the Government.
Contractor shall supply all labor, materials, tools, and equipment necessary to perform the maintenance services under the Firm-Fixed Price.
C1.6.9 COR, along with the Contractor shall conduct an inspection to ensure all checklist items have been addressed.
C1.6.10 The COR reserves the right to inspect the checklist and report any deficiencies within three (3) days of service.

C1.6.1 Preventive Maintenance (PM)

C1.6.1.1 Program designed to ensure optimal operational performance, minimize unexpected accessories failures, extend asset lifecycle, maintain safety and reliability standards.
C1.6.1.2 The Contractor will prepare, develop and implement PM plan ten (10) days after award.
C1.6.1.3 The term includes work undertaken to prevent damage to a facility that otherwise would be more costly.
C1.6.1.4 The contractor shall complete all in accordance with the requirements of the schedule.
C1.6.1.5 The Contractor shall perform preventive maintenance services as detailed in, which may include:
- C1.6.5.1 Regular inspections.
- C1.6.5.2 Cleaning and lubrication.
- C1.6.5.3 Adjustments and calibrations.
- C1.6.5.4 Replacement of worn or defective parts.
- C1.6.5.5 Testing and performance evaluations.
- C1.6.5.6 The Manufacturer's recommendations and standards.
- C1.6.5.7 All preventative maintenance and materials included in the firm-fixed price portion of the contract.
- C1.6.5.8 CLINs: 0001-0008, 1001-1008, 2001-2008, 3001-3008, and 4001-4008

C1.6.2 PM's Reporting, Deficiencies and Repairs

C1.6.2.1 The Contractor shall record all work performed, including observed operating conditions, deficiencies detected and corrected, and quantities and types of material repaired or replaced, on the applicable PM checklist form.
C1.6.2.2 The PM's Guide (Accessories Maintenance Sheet) shall be performed within 24 hours when received from the Government Computer Maintenance Management System (CMMS).
C1.6.2.3 Deficiencies identified by the Contractor during PM performance which would exceed the repair limitation above shall also be recorded on the PM checklist form (Service Order) for the applicable piece of accessories or system component, or noted on an attachment for alternate accessories or components, entered into CMMS and separately reported in writing to the COR.
C1.6.2.4 Repairs, in addition to PM requirements, the Contractor shall complete any repair work identified during the performance of the PMs.

C1.6.3 Predictive Maintenance

C1.6.3.1 The Contractor shall ensure optimal performance and reliability of accessories and facilities, minimize unexpected breakdowns and extend asset lifecycle, reduce overall maintenance costs and improve operational efficiency.
C1.6.3.2 All accessories/equipment specified within the Performance Work Statement (PWS) shall be subject to comprehensive, predictive preventive maintenance protocols, which shall encompass systematic inspection, servicing, repair, and preservation procedures designed to anticipate, mitigate, and preclude potential accessories failure, degradation, or operational inefficiency, thereby ensuring continuous functionality, optimal performance,

and extended operational lifecycle in strict accordance with manufacturer recommendations and industry best practices

C1.6.3.3 All predictive maintenance is included in the firm-fixed price portion of the contract

C1.6.3.4 CLINs: 0001-0008, 1001-1008, 2001-2008, 3001-3008, and 4001-4008. Under Firm-Fixed Price.

C1.6.4 Completed PMs.

C1.6.4.1 Within two (2) working days after completion of each PM the Contractor's Project Manager shall sign the original PM work ticket, return the original PM work ticket to the COR and update Computer Maintenance Management System CMMS with the following information:

C1.6.4.2 Append the PM work order notes with a description of the work completed, names of the craftsmen performing the work, and name of the supervisor certifying that the work is complete.

C1.6.4.3 Enter labor information using CMMS time sheets for labor hours expended.

C1.6.4.4 Enter materials information for actual materials used.

C1.6.4.5 The contractor shall add journal entries to note the date, and time work has started and finished.

C1.6.4.6 The contractor shall report to the COR status of the work order to close.

C1.6.5 Maintenance Frequency of Services

C1.6.5.1 Unless otherwise noted, services designated with the following frequencies shall be performed at intervals specified:

C1.6.5.1.1 Annual (A): Services shall be performed once during each 12-month period at intervals of 335 to 395 days excluding holidays unless otherwise from the COR.

C1.6.5.1.2 Biennial (BA). Services shall be performed once every 2 years, excluding holidays unless otherwise from the COR.

C1.6.5.1.3 Bimonthly (BM). Services shall be performed 6 times during each 12-month period at intervals of 58 to 63 days excluding holidays unless otherwise from the COR.

C1.6.5.1.4 Biweekly (BW). Services shall be performed 26 times during each 12-month period at intervals of 13 to 15 days excluding holidays unless otherwise from the COR.

C1.6.5.1.5 Daily (D). Services shall be performed once each day, Monday through Friday, excluding holidays unless otherwise from the COR.

C1.6.5.1.6 Daily (2D). Services shall be performed twice each day, Monday through Friday, excluding holidays unless otherwise from the COR.

C1.6.5.1.7 Daily (3D). Services shall be performed three times a day, at intervals between 7 and 9 hours, seven days per week including weekends and holidays.

C1.6.5.1.8 Daily (D7). Services shall be performed once each day, seven days per week including weekends and holidays.

C1.6.5.1.9 Hourly (H). Service shall be performed every hour, at intervals between 50 to 70 minutes, seven days per week including weekends and holidays.

C1.6.5.1.10 Monthly (M). Services shall be performed 12 times during each 12-month period at intervals of 28 to 32 days excluding holidays unless otherwise from the COR.

C1.6.5.1.11 Quarterly (Q). Services shall be performed 4 times during each 12-month period at intervals of 80 to 100 days excluding holidays unless otherwise from the COR.

C1.6.5.1.12 Quinquennial (QA). Services shall be performed once every 5 years excluding holidays unless otherwise (Per COR recommendations).

C1.6.5.1.13 Semiannual (SA). Services shall be performed twice during each 12-month period at intervals of 160 to 200 days excluding holidays unless otherwise from the COR.

C1.6.5.1.14 Triennial (TA). Services shall be performed once every 3 years (Per COR recommendations).

C1.6.5.1.15 Weekly (W). Services performed shall be 52 times during each 12-month period at intervals of 6 to 8 days excluding holidays unless otherwise from the COR.

C1.6.6 Inspection and Acceptance Terms

C1.6.6.1 Contractor shall review, inspect, and formally accept the maintenance services or deliverables provided by the Government.

C1.6.6.2 The COR will have the right to inspect and test all maintenance services and related deliverables upon completion or at any reasonable time during the term of this Agreement to verify compliance with the agreed specifications and service levels.

C1.6.6.3 Contractor shall be deemed acceptable if they conform to the specifications, performance standards, and service levels set forth in maintenance, repairs, and projects of this contract.
C1.6.6.4 Ensure compliance with specified requirements.
C1.6.6.5 Validate product and service conformity to contractual specifications.
C1.6.6.6 CLINs: 0001-0008, 1001-1008, 2001-2008, 3001-3008, and 4001-4008. Under Firm-Fixed Price.

C1.6.7 Building Envelope Maintenance Services

C1.6.7.1 Building Envelope: the exterior elements of the building that separate interior and exterior environments (roofing, cladding, windows, curtain wall, flashings, sealants, waterproofing, and davit etc.).
C1.6.7.2 Contractor shall perform, without limitation, inspection, preventive maintenance, repair and restoration of roofs, façades, windows, curtain walls, flashings, waterproofing, sealants, cladding and related components. It is provided for drafting convenience only and does not constitute legal advice.
C1.6.7.3 Contractor will perform inspections and provide written reports and recommendations as specified in the Scope.
C1.6.7.4 All Building Envelope Maintenance Services are included in the firm-fixed price portion of the contract.
C1.6.7.5 CLINs: 0008, 1008, 2008, 3008, and 4008. Under Firm-Fixed Price.

C1.6.8 Exterior Maintenance and Recurring Services

C1.6.8.1 Scheduled maintenance activities aimed at preventing potential failures and prolonging the lifespan of equipment or systems.
C1.6.8.2 The maintenance services that shall be provided regularly (e.g., weekly, monthly, and annually).
C1.6.8.3 This shall include, but is not limited to, routine inspection, preventive maintenance, corrective repair, and minor installation.
C1.6.8.4 The Contractor shall provide all management, supervision, personnel, materials, and equipment necessary to perform a full range of interior carpentry services.
C1.6.8.5 The Contractor is responsible for managing all related tasks to ensure exterior components are maintained in a state of good repair and full operational readiness, in accordance with professional trade standards.
C1.6.8.6 All maintenance is included in the Firm-Fixed Price portion of the contract.
C1.6.8.7 The services that shall be provided regularly (e.g., weekly, monthly, annually).
C1.6.8.8 Contractors are advised that the proposal schedule has combined more frequent RS into RS of less frequent intervals.
C1.6.8.9 The more frequent intervals of RS shall be performed in conjunction with less frequent RS.
C1.6.8.10 All monthly RS shall be performed along with an annual RS.
C1.6.8.11 The total work consists of eleven (11) monthly RS and one (1) annual RS which incorporates the monthly RS parties.
C1.6.8.12 CLINs: 0001-0008, 1001-1008, 2001-2008, 3001-3008, and 4001-4008. Under Firm-Fixed Price.

C1.6.9 General Exterior Equipment End-of-Life Replacement

C1.6.9.1 Equipment that has over five (5) repair tickets in one (1) calendar year and manufacture no longer provides parts.
C1.6.9.2 The contractor shall continue to maintain the equipment during the replacement process.
C1.6.9.3 Equipment, that is End of Life Replacement with a value of less than $0.01 - $50,000.00 dollars, shall be replaced by contractor under the Fixed Firm Price Portion of this contract.
C1.6.9.4 Equipment that reaches End of Life, the COR will initiate the replacement process.
C1.6.9.5 The COR will propose replacement equipment that is, at a minimum, a like-for-like replacement, meeting or exceeding all functional and performance specifications of the original equipment. Under Firm-Fixed Price.

C1.6.10 General Exterior Accessories Services

C1.6.10.1 The Contractor shall replace materials or equipment that is, at a minimum, a like-for-like replacement, meeting or exceeding all functional and performance specifications of the original materials or equipment.
C1.6.10.2 The Contractor shall repair or replace damaged, inoperative, or missing exterior accessories including but not limited to:
C1.6.10.2.1 Gutters.
C1.6.10.2.2 Roof Vents.

C1.6.10.2.3 Facia.
C1.6.10.2.4 Soffit.
C1.6.10.2.5 Downspout.
C1.6.10.2.6 Gable Vents.
C1.6.10.2.7 Doors.
C1.6.10.2.8 Door Handles and Knobs.
C1.6.10.2.9 Locks.
C1.6.10.2.10 Hinges.
C1.6.10.2.11 Bird Guards.

C1.6.10.3 CLINS: 1007-1008 and 4007-4008. Under Firm-Fixed Price.

C1.6.11 General Interior Maintenance and Recurring Services

C1.6.11.1 All maintenance is included in the Firm-Fixed Price portion of the contract.

C1.6.11.2 Scheduled maintenance activities aimed at preventing potential failures and prolonging the lifespan of equipment or systems.

C1.6.11.3 The maintenance services that shall be provided regularly (e.g., weekly, monthly, and annually).

C1.6.11.4 This shall include, but is not limited to, routine inspection, preventive maintenance, corrective repair, and minor installation.

C1.6.11.5 The Contractor shall provide all management, supervision, personnel, materials, and equipment necessary to perform a full range of interior carpentry services.

C1.6.11.6 The Contractor is responsible for managing all related tasks to ensure interior components are maintained in a state of good repair and full operational readiness, in accordance with professional trade standards.

C1.6.11.7 The services that shall be provided regularly (e.g., weekly, monthly, annually).

C1.6.11.8 Contractors are advised that the proposal schedule has combined more frequent RS into RS of less frequent intervals.

C1.6.11.9 The more frequent intervals of RS shall be performed in conjunction with less frequent RS.

C1.6.11.10 All monthly RS shall be performed along with an annual RS.

C1.6.11.11 The total work consists of eleven (11) monthly RS and one (1) annual RS which incorporates the monthly RS parties.

C1.6.11.12 Under Firm-Fixed Price.

C1.6.12 General Interior Equipment End-of-Life Replacement

C1.6.12.1 Equipment that has over five (5) repair tickets in one (1) calendar year and manufacture no longer provides parts.

C1.6.12.2 The contractor shall continue to maintain the equipment during the replacement process.

C1.6.12.3 Equipment, that is End of Life Replacement with a value of $0.01 - $50,000.00 dollars, shall be replaced by contractor under the Fixed Firm Price Portion of this contract.

C1.6.12.4 Equipment that reaches End of Life, the COR will initiate the replacement process.

C1.6.12.5The COR will propose replacement equipment that is, at a minimum, a like-for-like replacement, meeting or exceeding all functional and performance specifications of the original state. Under Firm-Fixed Price.

C1.6.13 General Interior Miscellaneous Accessories Services

C1.6.13.1 The Contractor shall repair, maintenance, and replace all below materials or equipment that is, at a minimum, a like-for-like replacement, meeting or exceeding all functional and performance specifications of the original materials or equipment.

C1.6.13.2 The Contractor shall repair or replace damaged, inoperative, or missing exterior accessories including but not limited to:

C1.6.13.2.1 Blinds and Shades
C1.6.13.2.2 Cabinets and Countertops
C1.6.13.2.3 Carpet / Carpet Tiles
C1.6.13.2.4 Ceiling Tile / Grides
C1.6.13.2.5 Ceramic Tile

C1.6.13.2.6 Coat hooks
C1.6.13.2.7 Concrete Floor
C1.6.13.2.8 Curtain Wall
C1.6.13.2.9 Curtain Rods / Traverse
C1.6.13.2.10 Doorstops
C1.6.13.2.11 Finished Wood Flooring
C1.6.13.2.12 Floor / Floor Mats / Vinyl Baseboards
C1.6.13.2.13 Interlocking Rubber
C1.6.13.2.14 Interior Walls, Ceilings and Trim
C1.6.13.2.15 Laminated Access Floor Panel
C1.6.13.2.16 Medicine cabinets.
C1.6.13.2.17 Mirrors.
C1.6.13.2.18 Paper Towel Holders
C1.6.13.2.19 Seamless Resinous Flooring
C1.6.13.2.20 Shower Curtain Rods
C1.6.13.2.21 Soap Trays
C1.6.13.2.22 Stairs and Stairwells
C1.6.13.2.23 Terrazzo
C1.6.13.2.24 Towel Bars
C1.6.13.2.25 Window blinds

C1.6.13.3 All General Interior Miscellaneous Accessories Services follow under Firm-Fixed Price.
C1.6.13.1 CLINs: 0003, 1003, 2003, 3003, and 4003.

C1.6.14 Canopy

C1.6.14.1 Contractor shall preserve appearance, clean, paint, check gutters/drains, preventive repairs and coordinated remediation for all canopy types.
C1.6.14.2 Contractor shall be responsible for glass, rooftop, gutters, painting, and repairs.
C1.6.14.3 CLINs: 0006, 1006, 2006, 3006, and 4006. Under Firm-Fixed Price.

C1.6.15 Doors / Roll-Up Doors and Locks

C1.6.15.1 Contractor shall Inspection of door panels, frames, weatherstrip and seals.
C1.6.15.2 Clean thresholds, tracks and accessible hardware, lubrication of rollers, hinges, bearings and guide surfaces.
C1.6.15.3 Check and tighten visible fasteners, test manual operation and basic latching.
C1.6.15.4 Operational testing of automatic operators, sensors, and safety edges.
C1.6.15.5 Inspect and test door closers, closer adjustments and hold-open devices.
C1.6.15.6 Inspect torsion/compression springs, cables and drum condition (visual).
C1.6.15.7 Adjust rollers/tracks and tension belts/chains, rollers, weatherstrip, seals.
C1.6.15.8 24/7 emergency repairs and temporary security boarding.
C1.6.15.9 ADA compliance testing and remedial modifications.
C1.6.15.10 CLINs: 0004, 1004, 2004, 3004, and 4004. Under Firm-Fixed Price.

C1.6.16 Flooring

C1.6.16.1 Flooring maintenance, repairs and replacement Service Plans building appearance, safety and asset life by providing scheduled preventative maintenance, restoration and repair for all common commercial flooring types.
C1.6.16.2 Extended flooring life, lower lifecycle costs, reduced slip/fall risk, improved indoor air quality, consistent appearance and predictable budgeting**.**
C1.6.16.3 Grout repairs and sealing for tile, stair and transition area attention, stripping and resealing or top-coating VCT, hardwood screening and recoating, concrete polishing maintenance, hardwood sanding/refinishing cycles, and terrazzo/crystal system maintenance.
C1.6.16.4 Vinyl Baseboard repairs and installs.
C1.6.16.5 CLINS: 0003, 1003, 2003, 3003, and 4003. Under Firm-Fixed Price.

C1.6.17 Ceiling Tiles and Grids

C1.6.17.1 Contractor shall maintain the interior appearance, acoustic performance and fire/safety function of suspended and fixed ceiling systems through scheduled cleaning, inspection, preventive repair and timely replacement.
C1.6.17.2 Contractor shall inspect all areas tiles and grids for stains, sagging, cracks and displaced tiles
C1.6.17.3 Ceiling tiles types, acoustic ratings noise reduction coefficient (NRC), fire ratings, and spares for attic stock.
C1.6.17.4 Grid types shall be metal lay-in systems.
C1.6.17.5 Contractor shall replace ceiling tiles to match existing colors.
C1.6.17.7 All ceiling tiles and grids maintenance and services follows CLINs: 0003, 1003, 2003, 3003, and 4003. Under Firm-Fixed Price.

C1.6.18 Painting

C1.6.18.1 Contractor shall maintain aesthetic exterior and interior appearance, protect substrates from weather and wear, extend coating life, stucco, concrete, metal panels, painted corridors, doors, wood siding, architectural trim, railings and handrails, and preserve brand identity through scheduled painting maintenance, minor repairs and proactive coating management.
C1.6.18.2 Minor touch-ups (corner to corner) for chips, scuffs and isolated stains on interior painted surfaces, spot repairs of exterior areas,
C1.6.18.3 Color-matching (standard facilities colors) and feathering to minimize visual contrast.
C1.6.18.4 Contractor shall cover and protect flooring, grounds, valuables, large portfolios, high-profile façades, parking structures, industrial facilities.
C1.6.18.5 Interior: gypsum board, plaster, concrete/masonry, metal doors and frames, wood trim, ceilings, acoustic panels (per manufacturer compatibility)
C1.6.18.6 All Painting repairs, maintenance, and services follows CLINs: 0002, 1002, 2002, 3002, and 4002. Under Firm-Fixed Price.

C1.6.19 Portable Fire Extinguishers

C1.6.19.1 Contractor shall conduct monthly full mechanical inspection per NFPA 10 standards.
C1.6.19.2 Performed monthly and annually only by certified professionals.
C1.6.19.3 Ensure extinguisher is in its designated location, unobstructed, and visible.
C1.6.19.4 Check that the pressure gauge needle is in the green zone.
C1.6.19.5 Verify safety seal and tamper pin are intact.
C1.6.19.6 Look for signs of corrosion, dents, or leaks.
C1.6.19.7 Confirm operating instructions are legible.
C1.6.19.8 Record inspection date and initials on the inspection tag.
C1.6.19.9 Replace extinguisher if it fails the test.
C1.6.19.10 All Portable Fire Extinguishers maintenance follows CLINs: 0007, 1007, 2007, 3007, and 4007. Under Firm-Fixed Price.

C1.6.20 Pressure Washing

C1.6.20.1 Portable Fire Extinguishers Contractor shall maintain all exterior buildings cleanliness, remove contaminants (dirt, mildew, efflorescence, oil,), restore building appeal, protect substrates and improve building façade (annual or as needed) scheduled pressure washing and soft-wash services.
C1.6.20.2 Pressure washing shall be scheduled outside of normal business hours if services will affect the public.
C1.6.20.3 All Pressure Washing maintenance and services follows CLINs: 0006, 1006, 2006, 3006, and 4006. Under Firm-Fixed Price.

C1.6.21 Roof Maintenance and Repairs.

C1.6.21.1 Protect building assets, reduce unplanned leaks and downtime, extend roof service life, preserve warranty compliance, and provide predictable budgeting through scheduled inspection, preventive maintenance, and timely repairs.
C1.6.21.2 Contractor shall inspect roof surfaces, TPO, EPDM, Metal, Shingles, membrane, flashings, penetrations, facia, soffit, downspouts, gutters and drains visual check and debris clearing at roof edges where safe/accessible, remove loose debris, bird nests, lost paver, and vegetation, Inspect roof penetrations, curbs and rooftop unit (RTU) curb seams for visible defects.
C1.6.21.3 4/7 emergency response with guaranteed prioritized dispatch and temporary containment/boarding.

C1.6.21.4 Snow/ice management and roof load assessments.
C1.6.21.5 All Roof Maintenance and Repairs follow under CLINs: 0008, 1008, 2008, 3008, and 4008. Under Firm-Fixed Price.

C1.6.22 Windows Maintenance Cleaning and Repairs.

C1.6.22.1 Contractor shall maintain window cleanliness, performance, safety and longevity while protecting the building appearance and occupant comfort.
C1.6.22.2 Exterior and interior annual window cleaning.
C1.6.22.3 Frame, sill, ledges wipe-down/cleaning and water damage repairs.
C1.6.22.4 Contractor shall be responsible for window repairs.
C1.6.22.5 Contractor shall be responsible for window Blinds.
C1.6.22.6 Inspection of seals, glazing beads, and hardware.
C1.6.22.7 All Windows Maintenance cleaning and repairs follow under CLINs 0005, 1005, 2006, 3006, and 4006. Under Firm-Fixed Price.

C1.6.23 Walls

C1.6.23.1 Contractor shall protect structural and aesthetic integrity of exterior and interior corridors, stairways, and office spaces walls through scheduled inspection, preventive maintenance, cleaning, minor repairs and coordinated remediation to reduce lifecycle costs, prevent occupant disruption, and preserve property.
C1.6.23.2 Contractor shall inspect interior and exterior wall surfaces for stains, cracking, efflorescence, paint failure, and obvious moisture.
C1.6.23.3 Contractor shall use building standard colors and paint corner to corner.
C1.6.23.4 All Wall repairs and maintenance follow under CLINs: 0007, 1007, 2007, 3007, and 4007. Under Firm-Fixed Price.

C1.7 Facilities

C1.7.1 Contractor shall be required to perform all services, maintenance, testing, inspections, repairs, and other obligations described in the PWS with respect to each such Facility.
C1.7.2 Facilities Location:

1	BLDG 2420 Visitors Control Center (VCC)	2,300Sqft
2	BLDG 2455 Storage Shed	300Sqft
3	BLDG 2456 Storage Shed	300Sqft
4	BLDG 2462 Andrew T. McNamara Headquarters Multi-Story	1,100,000Sqft
5	BLDG 2463 Gate 1 Access Gate	2,800Sqft
6	BLDG 2464 Gate 2 Access Gate	2,800Sqft
7	BLDG 2465 Gate 3 Access Gate	2,800Sqft
8	BLDG 2466 Recreational building / Pavilion	2,652Sqft
9	BLDG 2467 Irrigation Well House	250Sqft
10	BLDG 2468 Child Development Center (CDC)	34,000Sqft
11	BLDG 2469 Three Level Parking Garage	302,310Sqft
12	BLDG 2480 Material Receiving and Screening Facility (MRSF)	15,000Sqft
13	BLDG 2481 Storage Shed	300Sqft

14	BLDG 2487 Outfall Control Structure	400Sqft
15	BLDG 2457 Volleyball Court	4,158Sqft
16	BLDG 2426 Basketball Court	3,291Sqft
17	BLDG 2462 Main Entrance Flagpoles	(4) 40Ft

C1.7.1 BLDG 2420 Visitors Control Center (VCC)

Stories: 1, Total Square Feet: 2,300Sqft
Contractor shall provide Interior and Exterior PWS services under Firm-Fixed Price.

Building 2420 Visitor Control Center (VCC)	
Stories	1
Building Completed	2018
Brick façade	1 Lump
Concrete floors	1400 sq. ft.
Carpet mat	2 each
Cabinets / built-ins (wall and base)	3 each
Carpet Tile	900 sq. ft.
Doors and hardware	16 each
Railings	1 Lump
Mirrors	2 each
Toilets	2 each
Sinks / Mop sink	4 each
Custodial Closet	1 each
Counter tops	4 Unit
Blinds	7 each
Gutters	1 Lump
Windows	7 each
Fire Extinguishers	1 Lump
Cove base	1 lump
Toilet paper Dispensers	2 each
Paper Towel Dispensers	2 each
Interior Trim	1 Lump
Roof / Metal / Gutters	1 Lump
Drywall	1 Lump
Drop Ceiling	1 Lump

C1.7.2 Building 2462 McNamara POD 1-9 Interior

Stories: 4, / Basement Building Completion: Total Square Feet: 906,000
Contractor shall provide Interior and Exterior PWS services under Firm-Fixed Price.

Interior Floors	
Vinyl Composition Tiles	22,092 sq. ft
Interlocking Rubber	1,946 sq. ft
Finished Wood Flooring	1,920 sq. ft
Carpet	521,150 sq. ft

Concrete Floor	85,235 sq. ft
Vinyl Baseboards	1 lump
Ceramic Tile	12,865 sq. ft
Laminated Access Floor Panel	943 sq. ft
Seamless Resinous Flooring	17,852 sq. ft
Terrazzo	132,330 sq. ft
Floor Mats	9 each
Quarry Tile	901 sq. ft
ESTIMATED AREAS OF MAIN/MINOR ENTRANCES	
Main Entrance	2,000 sq. ft
Rear Dining and Patio Area	1,500 sq. ft
Minor Employee Entrances	3,375 sq. ft
Rear Minor Entrances	300 sq. ft
Rear Arcade	7,735 sq. ft
INTERIOR MISC ASSESSORIES	
Full Kitchen	1 each
Prefab Kitchens	5 each
Bathrooms	82 mains
Toilets	192 each
Sinks	212 each
Showers	17 each
Mirrors	212 each
Drinking Fountains	84 each
Libraries	3 each
Conference Rooms	27 each
Fitness Center	1 each
Monumental Stairway	1 each
Loading Docks	2 each
Balconies	18 each / 6,318sqft.
Passenger Elevators	16 each / (672sqft.)
Freight Elevators	2 each / (160 sq. ft)
Dining Facility	10,620 sq. ft
Executive Dining Room	220 sq. ft
Guard Houses	3 each (541 sq. ft)
Recreational Building	1 each (1,988 sq. ft)
Ash/Trash Receptacles	40 each
Custodial Closets	11 each
Recycle Rooms	7 each
Break Rooms	13 each
Wall Mounted Telephones	46 each
Kitchenettes	84 each
EXTERIOR MAINTENANCE	
Exterior Trim	1 lump
Roofing	103,480 sq. ft
Exterior Concrete and Masonry	1 lump

Foundation	1 lump
Exterior Accessories	1 lump
Stairs	1 lump
Doors	66 each
Windows	1,376 each
Interior/Exterior Window/Skylight Glass/frame cleaning, exterior ledge cleaning, interior block glass cleaning	68,420 sq. ft
Overhead doors/countertop shutter doors	15 each
Hydraulic Dock Levelers	3 each
Roof Davit	28 each
Building 2462 McNamara POD 1-9 Interior	
Vinyl Composition Tile	2,682 sq. ft
Quarry Tile	901 sq. ft
Seamless Vinyl	16,852 sq. ft
Sealed Concrete	739 sq. ft
Carpet Tile	912 sq. ft
Area Rugs	2,160 sq. ft
Door Mats	128 sq. ft
Ceramic Tile	313 sq. ft
Interior Windows	1,203 sq. ft
Full Kitchens	1 each (901 sq ft Quarry Tile)

C1.7.3 Building 2462 McNamara POD 10 Interior and Exterior

Stories: 4, / (2) Basement Levels, Total Square Feet: 406,000

Contractor shall provide Interior and Exterior PWS services under Firm-Fixed Price.

Building 2462 McNamara POD 10 Interior and Exterior	
Building Entrance	1
Kitchenettes in Admin Areas	1
Break Rooms	7
Conference Rooms	27
Libraries	3
Restrooms	27
Recycle Rooms	7
Janitor's Closets	10
Elevators	6
Stairwells	3,792 SF
Mechanical and Electrical Rooms	16037 SF
General Requirements Building 2462 McNamara POD 10 Interior	
Concrete Floors	8929 SF
Masonry –Stone Ledges	179 LF
Masonry Counter Marble Slab (Bathrooms)	274 SF
Metals – Metal Stairs	430 Item
Metals – Metal Ladders	11 Item

Metals – Handrails and Railings (Steel)	1307 LF
Metals – Ornamental Handrails and Railings	135 LF
Wood Cabinetry	398 SF
Wood veneer and wall panels	7710 SF
Specialty Finish Wall Panels	1625 SF
Wood Shelving	142 LF
Wood Base	1370 LF
MISCELLANEOUS MAINTENANCE – BLDG 2462 McNamara Pod 10	
Laminate Wall Panels (Elevator Cabs)	824 SF
Porcelain Wall Tile (Bathrooms)	9463 SF
Porcelain Ceramic Floor Tile (Bathrooms)	7029 SF
Porcelain Tile Base (Bathrooms)	630 SF
Shower Enclosures & Benches	85 SF
Epoxy Terrazzo	9265 SF
Wood Flooring	11755 SF
Resilient Flooring – Vinyl Composition	2668 SF
Linoleum Flooring	2816 SF
Rubber Flooring	847 SF
Seamless Flooring	9334 SF
Carpet Tile	205379 SF
Fabric Covered Acoustical Wall Panels	3070 SF
Vinyl Wall Covering	64546 SF
Fabric Wall Covering	20906 SF
Painted Interior Walls	361,645 SF
Textured Metallic Paint	35770 SF
Toilet Compartments (Metal)	99 Items
Paper Towel Dispensers	26 Item
Sanitary Napkin Dispensers	13 Item
Soap Dispensers	65 Item
Wall Louvers	424 SF
Metal Corner Guards	200 LF
Chair Rail	343 LF
Bumper Rail	526 LF
Fire Extinguishers/Cabinets	60 Item
Metal Doors/Frames	77 Items
Wood/Plastic Doors	524 Item
Access Doors/Panels	200 Item
Overhead Coiling Doors (Level B1)	5 Item
Sound Control Doors	7 Items
Balanced Doors/Frames	11 Items
Fixed Aluminum Windows	200 Item
Door Hardware	2254 Item
Mirrors	65 Items

Glazed Aluminum Curtain Walls	30920 SF
Acoustical Ceilings – Suspended	202210 SF
Acoustical Ceilings – Metal Ceiling Tile	16590 SF
Architectural Vision Barriers (Roof)	424 SF
Access Flooring Carpet Tile	17011 SF
Access Flooring Laminate finish	16528 SF
Horizontal Louver Blinds	39 Items
Rolling Shades – Manual	116 Item
Rolling Shades – Motorized	6 Items
Roof Area	56,206 SF
Modified Bituminous Membrane Roofing	44725 SF
Sheet Metal Roofing	13921 SF
Dock Levelers	2 Item
Dock Bumpers	8 Item

C1.7.4 Building 2463 Gate 1

Stories: 1, Total Square Feet: 300Sqft

Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Estimated Areas	
Main Entrance	300 sq. ft
Shack	1,500 sq. ft
Bathroom	100 sq. ft
Floor	300 sq. ft
Walls	1,500 sq. ft
Glass	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

C1.7.5 Building 2464 Gate 2

Stories: 1, Total Square Feet: 300Sqft

Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Main Entrance	300 sq. ft
Shack	1,500 sq. ft
Bathroom	100 sq. ft
Floor	300 sq. ft
Walls	1,500 sq. ft
Glass	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

C1.7.6 Building 2465 Gate 3

Stories: 1, Building Completion: 1995, Total Square Feet: 300Sqft

Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Main Entrance	300 sq. ft

Shack	1,500 sq. ft
Bathroom	100 sq. ft
Floor	300 sq. ft
Walls	1,500 sq. ft
Glass	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

C1.7.7 Building 2466 Pavilion

Stories: 1, Total Square Feet: 300Sqft
Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Pavilion	
Kitchen Area	1
Men Restroom	1
Women Restroom	1
Roll-Up Door	1
Doors	3
Countertop	1
Sinks	5
Concrete Floors	1 lump
Roof	Shingles
Gutters / Bird Netting	1 lump
Brink Walls	1 lump
Columns	4

C1.7.8 Building 2467 Irrigation Well House

Stories: 1, Total Square Feet: 300Sqft
Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Woodshed over well	6 x 6
Door	1

C1.7.9 Building 2469 Three Level Parking Garage

Stories: 3, Total Square Feet: 316,913Sqft
Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Building Completed	Oct. 2005
Parking Structure	3 Level
Parking Spaces	982

C1.7.10 Building 2480 Material Receiving and Screening Facility

Stories: 1, Total Square Feet: 14,995Sqft
Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Building Completed	July 9, 2007
Rest Rooms	3
Office Space	1
Lobby	1
Break Room	1

Janitor Closet	1
Staging Area	2
Loading Dock	2
Screening	1

C1.7.11 Building Outfall Control Structure

Stories: 1, Total Square Feet: 14,995Sqft

Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

Outfall Control Structure	
Concrete Structure	20 x 30
Metal Door	1
Roof	60 Sq. Ft.

C1.8 AD-HOC

C1.8.1 AD-HOC unscheduled, emergency, urgent, or unexpected repairs not included in standard IGCE agreements.

C1.8.2 The Contractor shall be able to address unexpected requirements, provide flexible service solutions, accommodate unique repair needs and ensure comprehensive government support.

C1.8.3 Threshold $0.01 - $1,500,000.00.

C1.8.4 CLINS 0009-4009. Under Firm-Fixed Price

C1.9 Alterations

C1.9.1 Modification, changes, addition, deletion, or adjustment to the originally agreed-upon scope of work, design, materials, or specifications.

C1.9.2 Threshold $5,000.1 - $1,500,000.00.

C1.9.3 CLINS 0008-4008. Under Firm-Fixed Price

C1.10 Maintenance and Repairs

C1.10.1 Contractor shall provide Interior and Exterior preventative maintenance (PM) under Firm-Fixed Price.

C1.10.2 The corrective services and associated work are necessary to diagnose, isolate, and remedy any defect, fault, or failure in the accessories to restore the accessories to safe, compliant, and proper working order in accordance with the specifications, the manufacturer's instructions, applicable law, and good industry practice.

C1.10.3 Repairs shall be performed by appropriately qualified personnel using new Original Accessories Manufacturer (OEM) parts or new equivalent parts of equal or better fit, form, and function, and shall not materially diminish the performance, safety, or remaining service life of the Accessories.

C1.10.4 Threshold $0.01 - $50,000.00. CLINS 0001, 0002, 0003, 0004, 0005, 0006, and 0007. Under Firm-Fixed Price.

C1.11 Minor Work

C1.11.1 Contractor shall provide Interior and Exterior minor under Firm-Fixed Price.

C1.11.2 Refer to small-scale project that do not require extensive planning or significant resources .

C1.11.3 These projects often include renovations, or installations that have a limited scope.

C1.11.4 Threshold $0.01 - $5,000.00 within firm-fixed price.

C1.11.5 CLINS 0001, 0002, 0003, 0004, 0005, 0006, and 0007. Under Firm-Fixed Price

C1.12 Contract Line-Item Numbers (CLINS)

C1.12 .1 CLINs provide clear and specific descriptions of what is being provided, including quantities and which helps avoid ambiguities.

C1.12 .2 CLINs facilitate easier tracking and management of contract performance, as each line item can be monitored separately for delivery and compliance.

C1.12 .3 Efficient Billing and Payment: With each line item distinctly identified, processes become more straightforward, enabling more efficient.

C1.12 .4 CLINs aid in ensuring compliance with contractual requirements and simplify auditing processes by providing a detailed breakdown of the contract components. Under Firm-Fixed Price

CLINS	**Services Description**

0000-4000	Exterior and Interior Inspection, Service, Sustaining Maintenance, Repairs and Replacement: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1001-4001	Interior and Exterior Painting and Patching Inspection Service, Sustaining Maintenance, Repairs & Replacement: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1002-4002	Ceiling Tiles & Miscellaneous Accessories: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1003-4003	All Flooring: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487.
1004-4004	Doors and Roll-up Doors Inspection Exterior and Interior BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1005-4005	Exterior Pressure Washing Buildings, Cleaning Windows & Resealing , Cleaning Skylight, Cleaning Canopies, BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1006-4006	Fire Extinguishers Inspection BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1007-4007	Building Envelop Structural Repair, Brick Walls and Reinforcement of Load-Bearing Walls Maintenance and Repairs: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1008-4008	Roofing Repairs, Davit Maintenance, Misc. Accessories: BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487
1009-4009	AD-HOC, Alteration, and Repairs: to BLDG 2420, BLDG 2462, BLDG 2463, BLDG 2464, BLDG 2465, BLDG 2466, BLDG 2467, BLDG 2468, BLDG 2480, BLDG 2487

C1.13 Government Furnished Facilities (GFF) / Furnished Accessories (GFE) and Furnished Materials (GFM).

C1.13.1 Government Furnished Facilities (GFF)

C1.13.2 Property that the GOVERNMENT provides to a contractor to help fulfill the requirements of a contract.

C1.13.3 Contractor and COR will complete a walk-through of all Government Facilities after the award and 90 days before the contract ends.

C1.13.4 Contractors shall maintain accurate records, usage, and any losses or damages.

C1.13.5 Contract shall return all Government Furnished Facilities back to original state.

C1.13.6 Contractor shall assume all risks of loss and damage while using Government Furnished Facilities.

C1.13.7 Contractor shall comply with all applicable federal regulations governing government property, such as the Federal Acquisition Regulation (FAR) Part 45.

C1.13.8 Government-Furnished Accessories refer to items provided by the Government to the contractor for use in fulfilling the contract requirements.

C1.13.9 The Contractor and the COR shall conduct a joint inventory before commencing work under this contract to determine the exact number and serviceability of Government furnished accessories

C1.13.10 List of GFE and Accessories:

- C1.13.10.1 Desk.
- C1.13.10.2 Chairs.
- C1.13.10.3 Computers.
- C1.13.10.4 Desk Phones.
- C1.13.10.5 Printer.
- C1.13.10.6 Handheld Radios.
- C1.13.10.7 The Contractor is responsible for replacing lost or broken GFE.

C1.14 Attic Stock

C1.14.1 Spare materials, parts, finishes, consumables, and accessories kept on hand for repair, replacement, and maintenance of the Facilities and shall be used only for services under this contract and only at the Facilities.
C1.14.2 The Contractor shall be responsible for maintaining inventory.
C1.14.3 Attic Stock is intended to ensure timely maintenance and repair, minimize downtime, and maintain consistency of appearance, and performance of the Facilities.
C1.14.4 Contractor is responsible, as a prudent bailee, for loss, theft, damage, or deterioration of Attic Stock.
C1.14.5 Attic Stock shall be new, unused, current-production items meeting or exceeding
C1.14.5.1 The Manufacturer's Specifications.
C1.14.5.2 Facility Standards.
C1.14.5.3 The include making, model, finish, color, and performance criteria.
C1.14.6 No substitutions are permitted without COR prior written approval.
C1.14.7 Accessories so acquired shall remain the property of the Contractor.
C1.14.8 Contractor shall provide, for each item as applicable: data sheets, warranties, O&M instructions, serial/lot numbers, SDS (for hazardous materials), and recommended shelf-life/storage conditions.
C1.14.9 Contractor shall maintain an electronic inventory system with reorder points/minimum/maximum levels identified in the Attic Stock Tracking Form.
C1.14.10 Contractor shall submit monthly inventory reports including on-hand quantities, movements, variances, approaching expirations, back-orders, and recommended replenishment.
C1.14.11 All Attic Stock materials are included in CLINS 0001, 0002, 0003, 0004, 0005, 0006, 0007, 0008, and 0008.

C1.15 Contractor Furnished Material

C1.15.1 The Contractor shall provide all accessories, tools, materials, parts, components, and services to perform all contract requirements.
C1.15.2 All replacement parts and components shall be new, industrial-grade, equal to or better than the manufacturer's original accessories specifications and compatible with existing systems.
C1.15.3 All parts and materials shall be standard products of manufactures regularly engaged in the production of such products.
C1.15.4 If new parts are not available, the Contractor may request approval in writing from the COR to use refurbished parts.
C1.15.5 Use of rebuilt parts before receipt of approval or without approval is at risk of the Contractor.
C1.15.6 All parts, whether new or rebuilt, shall carry a full one-year (1) warranty as required by this contract. Contractors shall provide the COR's a copy all warranties.
C1.15.7 No part shall be utilized for any purpose other than that which has been designed and manufactured. The Contractor shall retain all replaced parts for at least ten (10) working days and upon request make them available to the Government for inspection.
C1.15.8 The Contractor is expected to establish the availability of parts and materials likely to be required in the accomplishment of maintenance and repair work and to stock any parts that cannot be readily obtained.
C1.15.9 All parts bought and stocked by the Contractor shall be the property of the Contractor.
C1.15.10 Government shall not reimburse the Contractor for any stocked parts not used during the term of this contract.
C1.15.11 It is the responsibility of the Contractor for the timely procurement of replacement and repair parts.
C1.15.12 When disputes arise concerning material, accessories and components selected for work items already completed, the Contractor shall, at no cost to the Government, remove, replace, or rework material, accessories and components so compliance with the Government's requirements are satisfied.
C1.15.13 The resolution of formal disputes is addressed in the FAR 52.212-4(d) "DISPUTES" clause.
C1.15.14 Table below identifies specific Government furnished accessories.
C1.15.15 All Government Furnished tools and material will be determined on each IDIQ task order and inventoried.
C1.15.16 The Contractor shall provide the inventory using the table below.
C1.15.17 The Contractor shall provide all other accessories and tools necessary for the proper performance of the work in this contract.
C1.15.18 Such accessories/tools shall be of the type customarily used in work of this kind and shall meet with the approval of the COR.
C1.15.19 Back-up accessories/tools shall be made available to replace any defective accessories/tools that cannot be replaced within **72** hours.

C1.16 Government's Library

C1.16.1 Library contains buildings, construction specifications and drawings.
C1.16.2 Access to the Government Library will not be authorized during solicitation of award.
C1.16.3 Requests to review the following types of drawings available will be coordinated through the COR.
C1.16.4 GOVERNMENT centralized collection of information and documents that DM-FFI can readily access when preparing estimates, past projects, new projects, accessories, standard, technical specifications, and any relevant data.
C1.16.5 The contractors shall submit RFI requests before receiving any documents.
C1.16.6 Orientation Plans, Floor Plans, Framing Plans, Beam/Column/Joist Schedules, Structural Plans, Architectural/Structural details, Architectural/Structural elevations, Masonry sections and details.
C1.16.7 Lighting Plans, Power Plans, Communication Plans, Security System Plans, Fire Alarm Plans, Lightning Protection Plans, Power Riser Diagrams, Fire Alarm Riser Diagrams, Single Line Drawings, Panel Board Schedules, Electrical Details, Lighting Fixture Schedules.
C1.16.8 Plumbing Plans, Fire Protection Plans, HVAC Plans, Mechanical Details, Mechanical Schedules, Control Diagrams, Piping Schematics, Riser Diagrams.
C1.16.9 Site location/layout Plan; Topographic Survey and Demolition Plan; Grading and Drainage Plan; Utility Plan; Storm Drainage Profile; Sediment and Erosion Control Plan; Underground irrigation System; Civil Details; Subsurface Exploration Logs and Notes.
C1.16.10 Survey Data; Traffic Control Plans; Intersection Details; Typical Sections; Traffic Signal Plans; Pavement Markings; Cross Sections.

C1.17 Directives / Compliance

C1.17.1 Instructions, guidelines, or mandates issued by the KO to the contractor explaining the framework, responsibility, and the timeframe of the service maintenance contract.
C1.17.2 These directives are intended to communicate specific requirements, operational procedures, safety protocols, or performance standards that the Contractor must follow in the execution of their duties.
C1.17.3 Directives must be issued in writing and can be communicated through electronic means (e.g., email) or physical documentation.
C1.17.4 Only individuals explicitly identified in the contract or subsequently designated in writing by KO shall have the authority to issue directives.
C1.17.5 Directives and Compliances:

C1.17.5.1 Federal Laws

FEDERAL LAWS
Clean Air Act Amendments of 1990 – Title VI Stratospheric Ozone Protection
Clean Water Act
Defense Authorization Act FY 1993 Section 326 (P.L. 102-484)
Resource Conservation and Recovery Act (RCRA)
Safe Drinking Water Act (SDWA)
Toxic Substances Control Act (TSCA)

C1.17.5.2 Federal Regulations

FEDERAL REGULATIONS	
40 CFR 82	Stratospheric Ozone Depletion
40 CFR 251.20	Disposal of Hazardous Waste
40 CFR 136	Sampling and Analysis of Water
40 CFR 260-267	Control and Disposal of Hazardous Waste
40 CFR 761	Controls and Disposal of PCBs
29 CFR 1901.1001	Asbestos in General Industry
29 CFR 1910, subparts O & P	Operating Accessories and Tools
29 CFR 1910.1444	Safety Color Code for Marking Physical Hazards
29 CFR 1926.58	Asbestos in the Construction Industry
49 CFR	Hazardous Substances – Spill Response Law

C1.17.5.3 Specifications

SPECIFICATIONS	
Construction Specifications	Andrew T. McNamara Headquarters Complex, Ft. Belvoir, Virginia Invitation Number DACA31-92-B-0037 January 3, 1991

C1.17.5.4 Standards

STANDARDS	
ANSI A16.1	Cabinets & Countertops
ANSI A39.1	Safety Code for Window Cleaning
ANSI A137.1 (1980)	Ceramic Tile
NFPA 20	Centrifugal Fire Pumps
NFPA 25	Water Based Fire Protection Systems
NFPA 51	Welding / Cutting
NFPA 70	National Electrical Codes
NFPA 80	Fire Doors and Windows
NFPA 80A	Protection of Buildings from Exterior Fire Exposures
NFPA 101	Life Safety Code

C1.18 Accessories History Files

C1.18.1 The Contractor shall maintain the history of work accomplished in the Computer Maintenance Management System (CMMS).
C1.18.2 CMMS contains a database of all accessories maintained (including bar code number, part number, serial number, manufacturer and location), service orders, delivery orders and preventive maintenance.
C1.18.3 All information shall be entered into CMMS within two (2) days of completion of work.
C1.18.4 The Government always has access to this data.
C1.18.5 The data is Government property and shall remain on-site upon completion or termination of this contract.
C1.18.6 At a minimum, the data entered CMMS shall contain labor man-hours and material cost for service orders, delivery orders and preventive maintenance.
C1.18.7 The Contractor shall enter detailed labor hours and material cost into CMMS for delivery orders.
C1.18.8 The Contractor shall update accessories data in CMMS for accessories repaired or replaced.

C1.19 Historic Data

C1.19.1 Contractor shall refer to all data collected, generated, or processed by repairs and maintenance prior to the effective date of this Agreement, including but not limited to usage statistics, performance metrics, and any other relevant information that may be utilized to enhance service delivery.
C1.19.2 FACILITIY was partially occupied in July 1995 with full occupancy in October 1995.
C1.19.3 The Child Development Center building was opened in February 1999 and the FACILITIY Pod 10 was built-in as part of the FACILITIY with occupancy in October 2005.
C1.19.4 Historical Data is compiled for all three buildings as listed below for routine, emergency, urgent, minor work and Indefinite Quantity work order

C1.20 Warranties

C1.20.1 The Contractor shall furnish the warranties to the COR, within thirty (30) days of the contract starts and as necessary thereafter, a list of accessories and components that are covered by original warranty.
C1.20.2 The list will indicate the expiration of each warranty. The Contractor shall not repair, replace, or otherwise correct defects in warranted accessories without obtaining prior authorization from the COR.

C1.20.3 If a service order is received, the Contractor shall respond, troubleshoot, report defects in material or install warranted accessories to the COR so that necessary action may be taken to exercise the provisions of the warranty or have the work performed by other means.
C1.20.4 The Contractor shall provide the COR with a copy of warranty information, documents and technical manuals related to accessories installed by the Contractor under the terms of this contract.
C1.20.5 The Contractor shall forward all manufacturer's warranties to the Government.
C1.20.6 When performing repairs, the Contractor shall provide a ninety (90) day warranty on labor and one (1) year warranty for defects in materials.
C1.20.7 When performing new work, the Contractor shall provide a one (1) year warranty for all labor and materials.
C1.20.8 The Contractor shall also provide manufacturer's warranties in addition to the one (1) year Contractor's warranty.

C1.21 As-Build Drawings

C1.21.1 The Contractor shall maintain, produce, submit, and deliver complete as built (record) drawings that document all construction, modifications, and installations performed under this contract. As built drawings shall reflect actual field conditions and shall be suitable for use in facility maintenance, future design, and permit submittals.
C1.21.2 The Contractor shall maintain accurate field redline markups at the jobsite showing all changes from the project documents. Redlines shall be kept current and available for Government inspection.
C1.21.3 The Contractor shall use scales consistent with original drawings.

C1.22 Hazardous Materials

C1.22.1 A substance or material, including a hazardous substance capable of posing an unreasonable risk to health, safety and property. Refer to 49 CFR, Part 172 "Hazardous Materials Table" and Appendix 172.101, List of Hazardous Substances and Reportable Quantities.
C1.22.2 The Contractor shall become thoroughly familiar and comply with the FACILITIY Hazardous Management Plan.
C1.21.3 Applicable instructions, regulations, handling, and transporting procedures are as follows:
C1.21.3.1 40 CFR 260-267 Control and Disposal of Hazardous Waste and 49 CFR Hazardous Substances – Spill Response Law.
C1.21.3.2 The Contractor shall be responsible for disposal of any hazardous materials or waste.
C1.21.3.3 Applicable instructions, regulations, handling, and transporting procedures are identified.
C1.21.4 The COR may require test data showing that any materials or supplies procured by the Contractor meet the specifications.
C1.21.5 The COR may at times require samples, Safety Data Sheets, manufacturer's data, cut sheets, etc., of materials used in this contract.
C1.21.6 The Contractor shall submit to the COR for approval, fifteen (15) days after the contract start, an inventory of all hazardous materials/chemicals that the Contractor (or any sub-contractor) intends to use in the performance of this contract.
C1.21.7 The inventory shall include a Hazardous Material Inventory (attached) for each material/chemical proposed.
C1.21.8 The Contractor shall not use materials/chemicals unacceptable to the COR and shall substitute alternatives within fifteen (15) days after notification of submittal rejection, or as directed by the COR.
C1.21.9 The Contractor shall attach the appropriate Safety Data Sheet (SDS) for each chemical in the inventory.
C1.21.10 The Contractor shall provide the aforementioned documents to the COR, within ten (10) prior to ordering or bringing the materials into the FACILITIY.
C1.21.11 Upon approval, the Contractor shall be required to provide a revised HMI to the COR.
C1.21.12 The Contractor's material/chemical use shall in no way threaten the health or safety of the general-public or disrupt tenant agency operations.
C1.21.13 The Contractor shall comply with all existing Commonwealth of Virginia, Federal and local laws and regulations for safe handling, storage, disposal, use, and recycling of hazardous materials/chemicals.

C1.21.14 The words materials and chemicals are interchangeable for the purpose of this exhibit.
C1.21.15 The Contractor shall ensure that all signs, accessories, machinery, and hazards are marked or painted to identify the hazard.
C1.21.16 The colors and markings used shall conform to OSHA regulations specified at 29 CFR 1910.144 (Safety Color Code for Marking Physical Hazards), and other State and Local statutes as applicable.
C1.21.17 Hazardous Material Inventory Sheet:

HAZARDOUS MATERIAL INVENTORY SHEET – (HMIS)

DATE: _____

BUILDING: _____

ADDRESS: __

POINT OF CONTACT: _____

TELEPHONE NUMBER: _____

CONTRACTOR:

HAZARDOUS MATERIAL INVENTORY SHEET			
Product Name	**Manufacturer**	**Stock No.**	**Use Point**

NOTE: The appropriate SDS for each chemical/hazardous material used shall be attached to the corresponding Hazardous Material Inventory Sheet for submission to the COR.

C1.22. Hazardous Waste. Any material that is subject to the Hazardous Waste Manifest Requirements of the US Environmental Protection Agency as specified in 40 CFR Parts 261 and 262.

C1.22.1 Materials containing Asbestos or PCB's or lead-based paints shall not be brought on-site.
C1.22.2 In accordance with the GOVERNMENT Affirmative Procurement Program for EPA Designated.
C1.22.3 Guideline Items Containing Recovered Materials, the Contractor shall follow the procedures detailed in the program.
C1.22.4 Questions concerning compliance shall be referred to the COR.

NOTE: The defined program document can be accessed on the GOVERNMENT web site http://www.GOVERNMENT.MIL under "Other Sites", through "GOVERNMENT Environmental and Safety Policy Office (CAAE) under "Programs", through "Pollution Prevention", through "Documents".

C1.23 Record and Reports

C1.23.1 A list of records and reports for a service contract involves specifying the types of documents and information that will be maintained and shared between the parties involved.
C1.23.2 The Contractor shall maintain management, operation and maintenance records and prepare management, operation and maintenance reports. Buildings, structures, and accessories operation and maintenance reports shall be submitted to the COR by the fifth calendar day of the following month.
C1.23.3 At contract completion/termination all records and copies of reports shall be turned over to the COR within five (5) calendar days after contract completion/termination.

C1.23.4 Access to Records and Reports: Both parties have the right to access relevant records and reports upon reasonable requests and access shall be provided within [specified timeframe, e.g., five business days] of the request.
C1.23.5 Confidentiality: All records and reports shall be treated as confidential and shall not be disclosed to third parties without prior written consent, except as required by law, and both parties agree to implement appropriate measures to protect the confidentiality of shared records and reports.

C1.23.5.1 Ownership of Records: Ownership of all records and reports generated under this contract shall remain with the Contractor, unless otherwise agreed in writing, and GOVERNMENT shall have a perpetual, non-exclusive license to use the records and reports for its internal purposes.
C1.23.5.2 All documents, data, and files created, received, or maintained in the course of the service provided under this contract.
C1.23.5.3 Compliance Records: Documentation of adherence to industry regulations, standards, audit trials and compliance checklists.
C1.23.5.4 Maintenance of Records: The Contractor shall maintain accurate and up-to-date records and reports for the duration of the contract and following contract termination.
C1.23.5.5 Records shall be stored securely and in accordance with applicable data protection laws.
C1.23.5.6 Reports: Summaries, analyses, and evaluations prepared by the Contractor that reflect the performance, outcomes, and metrics related to the services rendered.
C1.23.5.7 Amendments: Any changes to the types of records and reports or their maintenance and access
C1.23.5.8 provisions must be made in writing and signed by both parties.
C1.23.5.9 The Contractor shall provide to the COR with all required schedules, plans, forms and reports per the scheduled submission dates listed below.

C1.24 Deliverable

C1.24.1 Submit a detailed maintenance schedule to the GOVERNMENT at the beginning of each month. Provide an annual maintenance report outlining all work completed, upcoming needs, and recommendations for improvements.
C1.24.2 Provide a checklist of completed maintenance tasks after each service visit.
C1.24.3 Submit a monthly summary report detailing any issues identified and corrective actions taken.
C1.24.4 Deliver a quarterly report summarizing maintenance activities, safety inspections, and any code violations or repairs needed.
C1.24.5 Provide documentation of all repairs completed, including parts used and labor hours.

C.2 Definitions

This section is essential for ensuring that all Contractors have a mutual understanding of the terms being used, which helps prevent ambiguity and potential disputes. Will include terms related to the Contractors involved, the scope of services, deliverables, timelines, payment terms, and any legal jargon relevant to the contract. Clearly defined terms help ensure that the contract is enforceable and that all Contractors know their rights and obligations. Where “as shown”, “as indicated”, “as detailed”, or words of similar import are used, it shall be understood that reference is made to this specification and the drawings accompanying this specification unless stated otherwise. Where ‘as directed”, “as required”, “as permitted”, “approval”, “acceptance”, or other words of similar import are used, it shall be understood that direction, requirement, permission, approval, or acceptance of the Contractor is intended unless stated otherwise.

C.2.1 Additional Material Handling. Encompasses all activities related to the management of materials that go beyond the initial agreement, whether they are provided by the client or sourced by the service provider.

C.2.1.1 This includes the transportation, storage, and organization of these additional materials, ensuring they are available when needed.

C.2.1.2 Handling additional materials often incurs extra costs, so contracts should specify how these costs will be managed and billed.

C.2.1.3 Keeping accurate records of additional materials is essential for accountability and for potential reimbursement.

C.2.1.4 Depending on the industry, there may be regulatory or safety requirements associated with the handling of additional materials.

C.2.1.5 The need for additional materials might indicate a change in project scope, necessitating contract amendments or renegotiations.

C.2.1.6 In service contracts, it's advisable to clearly outline the terms surrounding additional materials handling to avoid misunderstandings and ensure all Contractors are aligned on expectations, responsibilities, and costs.

C.2.1.7 Time expended for loading materials from storage to truck; unloading materials to work area, moving materials from storage to job site, removing debris, and handling of materials during the job that are not included in the craft time standard.

C.2.2 AD-HOC. Unscheduled, specific, and unique work assignments that are not part of the original contract scope but are requested by the Government or necessitated by unforeseen circumstances during normal operation.

C.2.3 Alterations. Changes or modifications are made to the context of contracts, property, project, or renovations.

C.2.3.1 Changes made to the terms or provisions of a contract after it has been executed.

C.2.3.2 This could involve modifying clauses, adjusting deadlines, or changing payment terms.

C.2.3.3 Such alterations usually require mutual agreement between the Contractor and KO and shall be documented in writing.

C.2.3.4 New work is not related to the maintenance and repair of the building.

C.2.3.5 Installation of accessories and miscellaneous items, fabrication of miscellaneous items, relocation of accessories, materials and devices, minor construction work requirements and miscellaneous services.

C.2.3.6 Work with a total cost including labor and materials under $5,000 shall be classified as MINOR.

C.2.3.7 Work and alterations with a total cost of $5,000 under CLIN 0008.

C.2.4 Backlogged Service Orders. Service requests or orders that have been received but not yet fulfilled or completed.

C.2.4.1 Unexpected surge in service requests can overwhelm a service provider's capacity to respond promptly.

C.2.4.2 Limitations on staffing, accessories, or materials may delay the execution of service orders.

C.2.4.3 Internal inefficiencies, such as poor scheduling or workflow management, can contribute to a backlog.

C.2.4.4 Some services may require more time or specialized skills, leading to longer processing times for certain orders.

C.2.4.5 Identifying and prioritizing urgent or high-value orders for quicker processing.

C.2.4.6 Temporarily reallocating resources or hiring additional staff to address the backlog.

C.2.4.7 Analyzing workflows to identify and improve efficiency.

C.2.4.8 A routine service order issued during the previous contract and not completed for any reason, or maintenance, repair and minor construction requirements that are identified during lapses, if any, in service between this contract and the previous contract.

C.2.5 Beyond Economical Repair (BER) An item is considered beyond economic repair where the repair would exceed 50% or more of the value of accessories.

C.2.5.1 When an asset is deemed BER, it is the CORs decisions about whether to proceed with repairs or consider replacement.

C.2.5.2 Service providers may need to document the assessment process, including the costs estimated for repairs, the rationale for declaring an asset BER, and any communications with the CORs.

C.2.6 Component Part Items, elements, or features that collectively contribute to the overall service being delivered.

C.2.6.1 Accessories, materials, software, or specific functionalities necessary for the service's

execution.

C.2.6.2 Machinery or tools required to perform the service (e.g., computers, vehicles, or specialized tools).

C.2.6.3 Raw materials or supplies used in delivering the service (e.g., parts used in repairs or maintenance).

C.2.6.4 Software programs or systems that are part of the delivery service (e.g., project management software, customer relationship management systems).

C.2.6.5 Licensing agreements for software that is integral to the service being provided.

C.2.6.6 Any part of any item or system that is detachable or removable from the main body or main assembly of the item or system.

C.2.7 Computer Maintenance Management System (CMMS) A digital platform that helps organizations track, manage, and analyze maintenance activities, including preventive and corrective maintenance for accessories and facilities.

C.2.7.1 Work Order Management, Creation, assignment, tracking, and closure of maintenance work orders.

C.2.7.2 Asset Management, Tracking the status, history, and specifications of physical assets.

C.2.7.3 Preventive Maintenance Scheduling, automating schedules for regular maintenance tasks to prevent accessories failures.

C.2.7.4 Inventory Management, managing spare parts and materials needed for maintenance tasks.

C.2.7.5 Reporting and Analytics, generating reports on maintenance activities, costs, and asset performance to inform decision-making.

C.2.7.6 The service contract may specify the scope of services related to the CMMS, including:

C.2.7.6.1 Installation and configuration of the software.

C.2.7.6.2 Training staff on how to use the system.

C.2.7.6.3 Ongoing technical support and updates.

C.2.7.7 The contract should address data ownership, security, and compliance with relevant regulations regarding maintenance records and asset data.

C.2.7.8 Compliance and Record-Keeping, assists in maintaining compliance with industry regulations and standards by keeping accurate records of maintenance activities.

C.2.7.9. CMMS maintains and manages facilities data for Assets, Maintenance, Space, Leases, Materials, Property, Projects and Cable.

C.2.7.10 All demand, preventive maintenance and quality work deficiency requests are issued and managed through CMMS.

C.2.7.11 CMMS also tracks all asset information related to the building.

C.2.8 Contracting Officer's Representative (COR). A person appointed to monitor and manage the day-to-day operations of a contract, ensuring compliance with contractual requirements and acting as a liaison between the Contractors and the contractor.

C.2.8.1 The person whom the KO will designate by name or position title to act as intermediary between the Contractor and the KO on matters pertinent to this contract and be his/her authorized representative.

C.2.8.2 The COR is responsible for overseeing the contractor's performance to ensure that it meets the standards and requirements outlined in the contract.

C.2.8.3 This includes assessing the quality of services provided, adherence to timelines, and compliance with specifications.

C.2.8.4 Acts as the primary point of contact between the Contractor and KO.

C.2.8.5 Facilitates communication regarding contract performance, issues, or changes that arise during the execution of the contract.

C.2.8.6 Provides regular updates and reports to the contracting officer regarding the contractor's performance, including any challenges or concerns that may need to be addressed.

C.2.8.7 Documents observations and evaluations related to contract execution.

C.2.8.8 Identifies and addresses performance issues or discrepancies as they arise, working with the contractor to find solutions.

C.2.8.9 May recommend corrective action or changes to improve performance.

C.2.8.10 Assists in the process of contract modifications by providing input on necessary changes

based on performance evaluations or changing requirements.

C.2.8.11 Ensures that any modifications are documented and communicated properly.

C.2.8.12 Monitors compliance with laws, regulations, and organizational policies related to the contract.

C.2.8.13 Ensures that the contractor adheres to all applicable standards, including safety and quality requirements.

C.2.8.14 Reviews and approves deliverables or milestones as outlined in the contract, ensuring they meet the specified criteria before acceptance.

C.2.8.15 May provide training or guidance to the contractor on organizational policies, procedures, and expectations to ensure compliance and effective contract execution.

C.2.9 Contract. A mutually binding legal relationship obliges the seller to furnish the supplies or services (including construction) and the buyer to pay for them. It includes all types of commitments that obligate the Government to an expenditure of appropriated funds and that, except as otherwise authorized, are in writing.

C.2.10 Emergency Service Orders (ESO). Requests for immediate action or services that must be performed to address urgent situations.

C.2.10.1 These are services required in response to urgent situations that threaten life, health, property, or the environment. Examples may include disaster recovery, public safety responses, or urgent maintenance needs.

C.2.10.2 Services to be provided and the expected outcomes.

C.2.10.3 This scope may be broader than standard services due to the urgent nature of the work.

C.2.10.4 ESO will be classified by the COR as an emergency when the work consists of correcting failures which constitute an immediate danger to personnel or threaten to damage property or compromise physical security.

C.2.10.5 Contractor shall operate within the bounds of the contract and government policies.

C.2.10.6 Contracts may specify required response times for emergency service orders, dictating how quickly the contractor must mobilize resources and begin work upon receiving the order.

C.2.10.7 The payment terms for emergency services may differ from standard services, often allowing for expedited billing or different rates due to the urgent nature of the work.

C.2.10.8 Services provided under emergency orders, including time spent, materials used, and any other relevant information for accountability and reimbursement purposes.

C.2.10.9 Emergency service orders must comply with applicable laws, regulations, and policies, which may include safety standards, environmental regulations, and federal or state acquisition regulations.

C.2.10.10 All ESO shall be included in the firm-fixed price portion of the contract.

C.2.11 End of Life repair and/or Replacement (EOLR) The point in time at which the Original Accessories Manufacturer (OEM) or Supplier discontinues production of a component or ceases support (including parts, service, and firmware/ software updates).

C.2.11.1 The date after which the OEM will no longer provide warranty, technical assistance, patches, or safety updates for the Accessories.

C.2.11.2 Contract shall clearly define the scope of work related to end-of-life repairs or replacements, detailing what constitutes EOLR, the criteria for determining when repairs or replacements are necessary, and the specific tasks to be performed.

C.2.11.3 Contractor shall provide a statement from the manufacturer provides that they no longer support the accessories, the government will start the replacement process through a separate contract or other means other than this contract as determined by the COR or KO.

C.2.11.4 Any repairs or replacements must be authorized by the KO or designated COR.

C.2.11.5 Contractors shall maintain maintenance, repairs, accurate records, until new accessories are installed.

C.2.11.6 All repairs and replacements must comply with relevant laws, regulations, and industry standards, including safety and environmental regulations.

C.2.11.7 EOLR accessories that are over fifteen (15) years old, valued at less than $50,000.00, shall be replaced and covered under CLINs 0001, 0002, 0003, 0004, 0005, 0006, 0007 and 0008.

C.2.11.8 EOLR accessories that are valued at more than $50,000.00, shall be replaced under CLIN 0008.

C.2.12. Extraordinary Repair Work (ERW). Major repairs that go beyond routine maintenance and are necessary to restore accessories, facilities, or infrastructure to a condition that meets operational standards.

C.2.12.1 Repairs that are not part of the regular maintenance schedule and are often unplanned.

C.2.12.2 Work that is necessary due to unexpected damage, wear and tears, or failure.
C.2.12.3 Procedures for obtaining necessary approvals from the contracting authority before commencing extraordinary repairs.
C.2.12.4 Expectations for how quickly repairs should be initiated and completed, especially in emergency situations.
C.2.12.5 Specifications for the materials and workmanship that must be adhered to during extraordinary repairs
C.2.12.6 Clarifications on liability for damages incurred during the repair process, including insurance requirements.
C.2.12.7 Requirements for documenting the need for extraordinary repairs, including reports, estimates, and any supporting documentation.
C.2.12.8 Repairs, and replacement work required due to accidents, acts of God, unlawful acts, or faulty or negligent operations by personnel other than the Contractor and its agents maintaining the system.
C.2.12.9 EOLR work falling within the minor work threshold shall be covered by CLINs 0001, 0002, 0003, 0004, 0005, 0006, 0007, or 0008.

C.2.13 Firm-Fixed Price (FFP) The comprehensive pricing where the total contract value remains constant and predetermined, regardless of actual project costs or potential variations, providing financial predictability and clear contractual obligations for carpentry maintenance services.

C.2.14 Frequency of Service The predetermined schedule and regularity of maintenance, inspection, and repair activities performed by carpentry professionals, ensuring systematic and proactive preservation of structural and architectural elements.

C.2.14.1 Standard Service Intervals: Weekly, Bi-weekly, Monthly, Quarterly, Semi-annually, and Annually.

C.2.15 Government Furnished Property (GFP) Includes materials, accessories, and facilities that the government provides to a contractor to facilitate the execution of a contract.

C.2.15.1 Government furnished property includes all property in the possession of, or directly acquired by, the Government and subsequently made available to the Contractor.
C.2.15.2 The government retains ownership of the property, and the contractor is typically responsible for its care and maintenance while in their possession.
C.2.15.3 The contractor is usually restricted to using the GFP solely for the purposes outlined in the contract.
C.2.15.4 Contractors must account for the GFP, maintain it in good condition, and report any loss, damage, or destruction to the government.
C.2.15.5 Upon completion of the contract or when the GFP is no longer needed, the contractor is required to return the property to the government.
C.2.15.6 The specific rights and responsibilities related to GFP are often detailed in the Federal Acquisition Regulation (FAR) for U.S. government contracts, particularly in FAR Part 45.

C.2.16 Hazardous Materials Substances that are classified as hazardous under applicable federal, state, or local laws.

C.2.16.1 This may include chemicals, biological agents, waste products, and any materials that can cause harm through exposure, release, or improper handling.
C.2.16.2 Occupational Safety and Health Administration (OSHA)
C.2.16.3 Environmental Protection Agency (EPA)
C.2.16.4 A substance or material, including a hazardous substance capable of posing an unreasonable risk to health, safety and property.
C.2.16.5 Refer to 49 CFR, Part 172 “Hazardous Materials Table” and Appendix 172.101, List of Hazardous Substances and Reportable Quantities.
C.2.16.6 The contract should outline the responsibilities of each party regarding the handling, storage, transportation, and disposal of hazardous materials.
C.2.16.7 Compliance with all applicable laws and regulations.
C.2.16.8 Proper training and safety measures for employees.
C.2.16.9 Reporting and remediation of spills or leaks.
C.2.16.10 Contracts will include indemnification clauses addressing liability for damage caused by hazardous materials.

C.2.17 Hazardous Waste Materials that are classified as hazardous under applicable federal, state, or local laws and regulations.

C.2.17.1 The Contractor shall comply with all applicable laws and regulations include substances that can cause

harm to human health or the environment when improperly managed.
C.2.17.2 Ignitable waste that can easily catch fire.
C.2.17.3 Corrosive waste that can corrode materials or living tissue.
C.2.17.4 Reactivity waste that can explode or produce toxic gases when in contact with water or other materials.
C.2.17.5 Toxic waste that can leach harmful substances into the environment or pose health risks through exposure.
C.2.17.6 Resource Conservation and Recovery Act (RCRA)
C.2.17.7 State hazardous waste regulations.
C.2.17.8 Environmental Protection Agency (EPA) guidelines.
C.2.17.9 Identification and classification of hazardous waste.
C.2.17.10 Requirements for reporting any incidents involving hazardous waste, including spills or regulatory violations
C.2.17.11 Compliance with all applicable laws and regulations.
C.2.17.12 Any material that is subject to the Hazardous Waste Manifest Requirements of the US Environmental Protection Agency as specified in 40 CFR Parts 261 and 262.

C.2.18 Indefinite Delivery / Indefinite Quantity (IDIQ) Work A type of contract that provides for an indefinite quantity of supplies or services during a fixed period.

C.2.18.1 The government or contracting entity places orders for specific quantities and delivery schedules as needed, without committing to a set amount upfront.
C.2.18.2 The contract defines the general scope of work to be performed but does not specify exact quantities or delivery dates for each task or service.
C.2.18.3 IDIQ contracts establish procedures for placing orders.
C.2.18.4 Task Orders specific orders issued under the IDIQ contract detailing the work to be performed, timelines, and pricing.
C.2.18.5 The contract will specify the period during which orders can be placed, often ranging from one to several years, with options for extensions.
C.2.18.6 IDIQ contracts often include performance standards or metrics that the contractor must meet when fulfilling orders.

C.2.19 Job Preparation All work and costs are associated with receiving and considering a job assignment and instructions, planning accessories and material requirements; obtaining proper tools; laying out jobs, tools, materials, accessories, schedule, cleaning, and storing tools and accessories and cleanup of job site.

C.2.20 Latent defects Latent defects are defects that are present in a hidden or undeveloped state and are not visible or apparent at the time of inspection, but which become obvious or come into being at some future time.

C.2.20.1 Such defects typically manifest after the completion of a service or project, and they may not be obvious at the time of acceptance or delivery.
C.2.20.2 Defects that are apparent and can be discovered through reasonable inspection. In contrast, latent defects are concealed and require more extensive investigation to identify.
C.2.20.3 Contractor regarding latent defects, including the duration of the warranty period during which the contractor is responsible for addressing such defects.
C.2.20.4 The contract may outline the process by which the client must notify the service provider of any latent defects, including time frames for reporting.
C.2.20.5 Provisions detailing the remedies available to the client in the event of a latent defect, which may include repair, replacement, or financial compensation.
C.2.20.6 Specific exclusions may be included in the contract, stating circumstances under which the service provider is not liable for latent defects, such as improper use by the client or failure to follow maintenance guidelines.
C.2.20.7 Clauses that describe the inspection process upon completion of the service, which may affect the identification of latent defects and the acceptance of the work.
C.2.20.8 The contract may define a specific period during which latent defects must be reported and addressed, often referred to as a warranty or defect liability period.

C.2.21 Maintenance The activities and obligations related to the upkeep, repair, and servicing of accessories, systems, or property to ensure they remain in good working order. Here are some common legal terms and definitions related to maintenance in a service contract:

C.2.21.1 Scheduled maintenance activities aimed at preventing potential failures and prolonging the lifespan of accessories or systems.
C.2.21.2 Repairs made after a failure have occurred, intended to restore accessories or systems to their proper operational state.
C.2.21.3 A component of a service contract that defines the expected level of service, including maintenance response times, availability, and performance criteria.
C.2.21.4 A detailed description of the maintenance services to be provided, including specific tasks, timelines, and any limitations.
C.2.21.5 The responsibilities of each party regarding damages or failures, often outlining the extent to which the service provider is liable for issues arising from maintenance.
C.2.21.6 The contractor shall compensate the government for certain damages or losses, often related to maintenance failures.
C.2.21.7 The recurring day-to-day, periodic, or scheduled work required preserve or restore real property to such a condition that it may be effectively utilized for its designated purpose.
C.2.21.8 The term includes work undertaking to prevent damage to a facility that otherwise would be more costly.
C.2.21.9 All maintenance is included in CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008.

C.2.22 Pre-Expended Bin Materials / Supplies Materials / supplies that have been procured and allocated for a specific project or service but have not yet been used or consumed.

C.2.22.1 Consumable items or materials necessary for the execution of a contract or project, which may include tools, accessories, or other items required to perform services.
C.2.22.2 The process of tracking and managing pre-expending materials and supplies to ensure they are available for use when needed and to control costs.
C.2.22.3 The method of attributing costs to specific projects or tasks, often including the costs associated with pre-expensive materials and supplies.
C.2.22.4 The contractor shall be responsible for delivering pre-expended materials to the project site and the process for the client to accept those materials upon delivery.
C.2.22.5 The contractor shall have ownership of pre-expending materials and supplies during the course of the contract, including any conditions under which ownership may transfer.
C.2.22.6 The contractor shall guarantee related to the quality or performance of the pre-expended materials and supplies, specifying any obligations of the supplier in case of defects or issues.
C.2.22.7 The contractor shall be responsible for liabilities of the handling, storage, and use of pre-expending materials and supplies.

C.2.23 Preventive Maintenance (PM) The systematic approach to maintaining accessories, systems, or facilities to prevent failures before they occur.

C.2.23.1 A proactive maintenance strategy that involves regular scheduled inspections, servicing, and repairs designed to prevent accessories failure and extend the lifespan of assets.
C.2.23.2 A detailed description within the service contract that outlines the specific preventive maintenance tasks to be performed, including frequency, procedures, and responsibilities.
C.2.23.3 A component of the contract that defines the expected levels of service related to preventive maintenance, including response times, completion timelines, and performance metrics.
C.2.23.4 A timetable indicating when preventive maintenance tasks are to be performed, which helps ensure that maintenance is conducted regularly and consistently.
C.2.23.5 Specific methods and checklists used to evaluate the condition of accessories or systems during preventive maintenance, ensuring that all necessary aspects are reviewed.
C.2.23.6 The documentation process for tracking preventive maintenance activities, including dates, tasks performed, and any findings, which can be essential for compliance and accountability.
C.2.23.7 A guarantee provided by the contractor regarding the quality of preventive maintenance services, often specifying the duration and conditions under which the warranty applies.
C.2.23.8 The contractor shall be responsible for damages or failures arising from non-preventive maintenance activities.
C.2.23.9 Formal documents that modify the original contract terms include any changes to the scope, frequency, or nature of preventive maintenance tasks.

C.2.23.10 The recurring day-to-day periodic scheduled work required to preserve or restore real property to such a condition that it may be used for its designated purpose.

C.2.23.11 The term includes work undertaking to prevent damage to a facility that otherwise would be more costly.

C.2.23.12 All preventative maintenance CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008.

C.2.24 Predictive Maintenance. Maintenance strategy that uses data analysis and monitoring tools to predict when accessories failures might occur, allowing for maintenance to be performed just in time to prevent breakdowns.

C.2.24.1 The specific predictive maintenance tasks to be performed, including methodologies, technologies (e.g., sensors, software), and frequency of monitoring.

C.2.24.2 The process of continuously or periodically measuring various parameters of accessories (e.g., vibration, temperature, sound) to assess its operational condition and predict potential failures.

C.2.24.3 Techniques used to interpret data collected from monitoring accessories, enabling the identification of trends and patterns that signify potential failures or maintenance needs.

C.2.24.4 The expected levels of service related to predictive maintenance, including performance metrics, response times, and reporting requirements.

C.2.24.5 A timeline that outlines when predictive maintenance activities will occur, which may be based on data-driven insights rather than fixed intervals.

C.2.24.6 Provisions that specify how and when the service provider must report findings from predictive maintenance activities to the client, including any recommendations for action.

C.2.24.7 Scheduled work typically consists of non-destructive testing and sampling to predict accessories problems so that corrective action may be taken to preserve or restore real property to such a condition that it may be used reliably for its designated purpose.

C.2.24.8 The term includes work undertaking to prevent damage to a facility that otherwise would be more costly.

C.2.24.9 All predictive maintenance in CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008.

C.2.25 Quality Assurance (QA). A set of planned and systematic activities aimed at ensuring that the services delivered meet predetermined quality standards and requirements.

C.2.25.1 A method used by the Government to provide some measure of control over the quality of purchased goods and services received.

C.2.25.2 The operational techniques and activities used to fulfill quality requirements, often involving inspection and testing of services to verify compliance with standards.

C.2.25.3 A detailed description within the service contract that outlines the specific quality assurance processes and criteria that will be applied to the services.

C.2.25.4 The specific criteria or benchmarks that define acceptable levels of quality for the services being provided, which may include industry standards or client-specific requirements.

C.2.25.5 A formal document that outlines the QA processes, responsibilities, and procedures to be followed throughout the project lifecycle to ensure quality is maintained.

C.2.25.6 A component of the contract that defines the expected levels of service quality, including metrics for performance and quality assurance processes.

C.2.25.7 Any instance where the contractor does not meet the established quality standards, which may trigger corrective actions or penalties as outlined in the contract.

C.2.25.8 Steps taken to rectify non-conformance issues identified during quality assurance activities, aimed at preventing recurrence of the problem.

C.2.25.9 Processes for evaluating the quality assurance measures in place, which may include periodic reviews, assessments, or testing to ensure compliance with quality standards.

C.2.25.10 Provisions that specify how the service provider must report quality assurance findings, including frequency and format of reports to the client.

C.2.25.11 The responsibilities and liabilities of each party concerning quality assurance, including potential remedies for failure to meet quality standards.

C.2.26 Quality Control. A systematic process aimed at ensuring that the services delivered meet the established quality standards and specifications through inspection, testing, and evaluation.

C.2.26.1 A detailed section of the service contract that outlines the specific quality control measures, tasks, and responsibilities related to the delivery of services.

C.2.26.2 The defined criteria and benchmarks that the services must meet, which may include industry standards, regulatory requirements, or client-specific specifications.
C.2.26.3 Procedures used to assess the quality of services by examining them against established standards, which may include visual inspections, functional testing, and performance evaluations.
C.2.26.4 Any instance where the delivered services do not meet the established quality standards, which may lead to corrective actions or penalties as specified in the contract.
C.2.26.5 A documented strategy outlining the steps to be taken to address and rectify any identified non-conformance issues to bring services back into compliance with quality standards.
C.2.26.6 A formal document that outlines the specific QC procedures, responsibilities, and methodologies to be implemented throughout the service delivery process.
C.2.26.7 Systematic evaluations conducted to assess the effectiveness of quality control processes and compliance with quality standards, often performed by an independent evaluator.
C.2.26.8 Provisions specifying how findings from quality control activities must be documented and communicated to stakeholders, including frequency and format of reports.
C.2.26.9 Clauses that define the responsibilities and liabilities of each party regarding quality control, including any potential remedies for failure to meet quality standards.
C.2.26.10 A method used by the CORs to control the quality of goods and services produced.

C.2.27 Recurring Work. Services or tasks that are scheduled to occur regularly over a defined period, such as daily, weekly, monthly, or annually, are often specified in the contract.

C.2.27.1 The nature of the work, frequency, and any conditions or limitations.
C.2.27.2 Timetable that specifies when recurring work will be performed, including exact dates or intervals (e.g., every first Monday of the month).
C.2.27.3 Recurring work is included in CLINs 0001, 0002, 0003, 0004, 0005, 0006, and 0007.

C.2.28 Regular Working Hours for the HQC. The standard working hours during which the quality control (QC) or quality assurance (QA) services are to be performed.

C.2.28.1 The Government's regular (normal) working hours are from 6:00 AM to 6:00 PM Monday through Friday except (a) Federal Holidays and (b) other days specifically designated by the KO.
C.2.28.2 A section in the service contract outlines the QC services to be performed during regular work hours, including specific tasks, responsibilities, and expectations.
C.2.28.3 Hours worked beyond the defined regular work hours, which may incur additional fees or require prior approval as specified in the contract.
C.2.28.4 The contractor performance levels during regular work hours shall include response times, quality metrics, and reporting requirements.
C.2.28.5 The obligation of QC personnel to be accessible during regular work hours to address quality-related issues, conduct inspections, or perform audits as needed.
C.2.28.6 Provisions that specify how regular work hours may be affected by public holidays, scheduled leave, or other absences, including any impacts on delivery service.

C.2.29 Repair. Actions taken to fix, restore, or maintain the functionality of accessories, systems, or property that are not operating correctly or have sustained damage.

C.2.29.1 The restoration of a piece of accessories, a system, or a facility to such condition that it may be effectively and reliably utilized for its designated purposes, and is a result of ordinary use, operation, normal wear and tear and the passage of time.
C.2.29.2 Repairs may be overhaul, reprocessing, or replacement of constituent parts or materials that have deteriorated by action of the elements or usage and have not been corrected through maintenance, or replacement of the entire unit or system if beyond economical repair.
C.2.29.3 A detailed section of the service contract that outlines the specific repair tasks to be performed, including the nature of the repairs, materials to be used, and any relevant timelines.
C.2.29.4 Repairs conducted in response to identified issues or failures, aimed at restoring functionality or addressing specific problems.
C.2.29.5 A guarantee provided by the contractor regarding the quality of the repairs, specifying conditions under which the repairs are covered for a certain period.
C.2.29.6 The time frame within which the service provider is required to respond to a request for repairs, often critical in determining service levels.

C.2.29.7 The parts, components, or other resources required to perform repairs, which may be specified in the contract regarding cost allocation and responsibility for provision.
C.2.29.8 Clauses that outline the responsibilities of each party concerning damages or failures related to the repairs, including limitations on liability for the service provider.
C.2.29.9 The process through which complete repairs are reviewed and accepted by the client, often including criteria for determining whether the repairs meet the agreed-upon standards.
C.2.29.10 All repairs Threshold $0.01- $50,000 are covered under CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008. All repairs, $50,000.01 and above are under CLIN 0008.

C.2.30 Response Time. The amount of time taken by the contractor to acknowledge and begin addressing a client's request after it has been received.

C.2.30.1 A formal agreement that outlines the expected response times for various types of service requests, including specific metrics for different severity levels or types of incidents.
C.2.30.2 The time frame within which the service provider must confirm receipt of a service request, indicating to the client that the issue is being addressed.
C.2.30.3 The total time taken from the moment a service request is made until the issue is fully resolved, which may include both response time and the time taken to implement a solution.
C.2.30.4 Classifications that determine the urgency of a service request often influence the expected response time (e.g., critical, high, medium, low).
C.2.30.5 The steps that outline how a service request is elevated in priority if it is not addressed within the agreed-upon response time, often involving higher levels of management or additional resources.
C.2.30.6 The contractor, after initial notification of a work requirement, shall be physically on the premises at the work site with appropriate tools, accessories, and materials, ready to perform the work required.

C.2.31 Routine Service Orders (RSO). Services that are performed to maintain accessories, systems, or facilities.

C.2.31.1 Requests for regularly scheduled services that are part of an established maintenance or service plan, often intended to ensure ongoing functionality and prevent issues.
C.2.31.2 A detailed description in the service contract that outlines the specific tasks and services included in routine service orders, including the frequency and nature of the work.
C.2.31.3 A timetable that specifies when routine service orders will be executed, detailing exact intervals (e.g., weekly, monthly, quarterly) for service delivery.
C.2.31.4 A component of the contract establishes the expected standards for routine service orders, including performance metrics, response times, and quality expectations.
C.2.31.5 A formal document that details the specifics of a routine service order, including the tasks to be performed, assigned personnel, and any materials needed.
C.2.31.6 Classifications that may be applied to routine service orders, indicating their importance relative to other types of service requests, though routine orders are typically pre-scheduled.
C.2.31.7 The results of routine service orders must be documented and communicated to the client, including any findings, completed tasks, or recommendations for further actions.
C.2.31.8 Service Orders will be classified by the COR as routine when the work does not qualify as an emergency or an urgent call.
C.2.31.9 All RSO are included in the firm fixed price portion of the contract.

C.2.32 Service Orders (SO). A formal, written directive issued by the COR of the contracting entity, which delineates specific work requirements, scope of services, technical specifications, performance parameters, and associated terms governing the execution of a particular task, project, or professional engagement, thereby establishing a legally binding instrument that defines the precise nature and expectations of the requested services.

C.2.32.1 A clause that indicates the client's approval for the service provider to proceed with the tasks outlined in the service order, often required before work commences.
C.2.32.2 A formal amendment to the original service order that modifies the scope, cost, or timeline of the services to be performed, often necessitated by unforeseen circumstances or client requests.
C.2.32.3 The specified time frame within which the services outlined in the service order are to be completed, including any milestones or deadlines.
C.2.32.4 The standards or requirements that must be met for the services to be considered satisfactory, often included in the service order to ensure clarity on deliverables.

C.2.32.5 The contractor shall provide documents and communicate progress, results, and any issues encountered during the execution of the service order.
C.2.32.6 Clauses that define the responsibilities and liabilities of each party regarding the execution of the service order, including any potential remedies for failure to meet obligations.
C.2.32.7 Service orders are not a category or type of work but are instead a procedure for arranging for unscheduled maintenance, repair and minor work.
C.2.32.8 All SO work performed pursuant to service orders under CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008. Firm-Fixed Price.

C.2.33 Standard Operating Procedure (SOP). Established guidelines and protocols that outline the steps to be followed in carrying out specific tasks or processes.
C.2.33.1 SOPs are designed to ensure consistency, efficiency, and quality in service delivery.
C.2.33.2 Documented processes and protocols that specify how particular tasks or operations should be performed to ensure consistency, quality, and compliance with regulatory requirements.
C.2.33.3 A section in the service contract outlines the specific tasks and responsibilities, including references to applicable SOPs that govern the execution of those tasks.
C.2.33.4 Adherence to the SOPs, which may involve regulatory requirements, industry standards, or internal policies that the service provider must follow when delivering services.
C.2.33.5 Processes included in the SOPs aimed at ensuring the services delivered meet specified quality standards, often involving periodic reviews or audits.
C.2.33.6 Provisions that specify the necessary training for personnel to ensure they understand and can effectively implement the SOPs.
C.2.33.7 The requirement to maintain records related to the execution of SOPs, which may include logs, checklists, or reports to demonstrate compliance and performance.
C.2.33.8 Procedures outlined in the service contract for periodically reviewing and updating SOPs to reflect changes in regulations, technology, or best practices.
C.2.33.9 Criteria defined in the SOPs that measure the effectiveness and efficiency of the tasks performed, which may be used to evaluate compliance with the service contract.
C.2.33.10 The fixed nature that requires dedicated attention on a continuing basis.
C.2.33.11 Construction, maintenance and repair work are not accomplished using SOPs except work including operations and scheduled inspections and preventive maintenance services performed by operators but excluding maintenance and repair work not formally performed by operator personnel.

C.2.34 Task Order (TO). Orders for services placed against an established contract or with Government sources.
C.2.34.1 Task orders define the scope of work, deliverables, timeframes, and payment terms for the individual tasks, while relying on the overarching contract for general conditions.
C.2.34.2 Each task order specifies the scope of work to be performed, including detailed descriptions of the tasks, objectives, and expected outcomes.
C.2.34.3 The scope must align with the overall objectives of the master contract.
C.2.34.4 Task orders include deadlines for completion, specifying the timeframe within which the contractor must deliver the required services or products.
C.2.34.5 Task orders outline the funding allocated for the specific tasks, including payment terms, rates, and any applicable invoice procedures.
C.2.34.6 Task orders may contain provisions regarding modifications, allowing for changes to the scope, delivery dates, or funding, as well as procedures for cancellation if necessary.
C.2.34.7 Task orders often require the contractor to provide progress reports, documentation, or deliverables that demonstrate compliance with the specified tasks. Threshold $5,000.01 - $1,250,000.00

C.2.35 Threshold. A typically refers to a specified limit on costs or expenses that can be incurred before certain actions are triggered.
C.2.35.1 A predetermined maximum amount of costs or expenses that one party (often the service provider) can incur without prior approval from the other party (often the client or customer).
C.2.35.2 If costs exceed this threshold, specific actions may be required, such as:
C.2.35.2.1 Obtaining approval from the client for any additional expenditures.
C.2.35.2.2 Notifying the client of potential budget overruns.

C.2.35.2.3 Implementing alternative cost-control measures.

C.2.35.3 The cost threshold helps in managing the overall budget of the project or service being provided, ensuring that both KO have a clear understanding of financial limits.

C.2.35.4 Clearly defining the cost threshold provides transparency and helps prevent disputes related to budget overruns.

C.2.36 Urgent Service Orders (USO). A formal request for service that necessitates immediate action, typically due to unforeseen circumstances that could lead to significant disruption, safety hazards, or financial loss if not addressed quickly.

C.2.36.1 The contractor shall specify what constitutes an urgent service order. Common criteria might include:

C.2.36.1.1 Accessories failure that disrupts operations.

C.2.36.1.2 Safety hazards that need immediate remediation.

C.2.36.1.3 Time-sensitive projects require rapid completion.

C.2.36.2 The contract may outline specific response times for urgent service orders, indicating how quickly the service provider must acknowledge and begin addressing the issue.

C.2.36.3 The contract often includes provisions regarding the billing of urgent service orders, which may involve:

C.2.36.3.1 Higher rates or expedited service fees for urgent requests.

C.2.36.3.2 Minimum charges or flat fees for urgent services.

C.2.36.4 The contract should detail the procedure for submitting urgent service orders, including:

C.2.36.4.1 Contact methods for placing urgent requests.

C.2.36.4.2 Required information to be provided when making an urgent request.

C.2.36.5 Service orders will be classified by the COR as urgent when the work is deemed mission essential or when the work consists of failures in services which do not immediately endanger personnel, threaten to damage property, or disrupt operations and/or training missions, but would soon inconvenience and affect the health or wellbeing of personnel, damage property, or disrupt operations and/or training missions.

C.2.36.6 All USO are included in CLINs, 0001, 0002, 0003, 0004, 0005, 0006, 0007, and 0008. Firm-Fixed Price.

C.3 Facilities Materials Information

C.3.1 A list of all tangible supplies, parts, components, raw materials, packaging, consumables, and other goods furnished, used, stored, consumed or delivered in connection with the performance of obligations under this Agreement.

Building 2462 McNamara POD 1-9– Interior Floors	
Vinyl Composition Tiles	22,092 sq. ft
Interlocking Rubber	1,946 sq. ft
Finished Wood Flooring	1,920 sq. ft
Carpet	521,150 sq. ft
Concrete Floor	85,235 sq. ft
Vinyl Baseboards	1 lump
Ceramic Tile	12,865 sq. ft
Laminated Access Floor Panel	943 sq. ft
Seamless Resinous Flooring	17,852 sq. ft
Terrazzo	132,330 sq. ft
Interior Walls, Ceilings and Trim	351,000 sq. yd
Doors	1,854 each
Stairs and Stairwells	21,333 sq. ft
Traverse/Curtain Rods	1 lump
Blinds and Shades	736 each
Cabinets and Countertops	259 lumps

Curtain Wall	100 each
Interior Accessories	609 lumps
Floor Mats	9 each
MAIN / MINOR ENTRANCES	
Main Entrance	2,000 sq. ft
Rear Dining and Patio Area	1,500 sq. ft
Minor Employee Entrances	3,375 sq. ft
Rear Minor Entrances	300 sq. ft
Rear Arcade	7,735 sq. ft
INTERIOR ASSESSORIES	
Full Kitchen	1 each
Prefab Kitchens	5 each
Bathrooms	82 mains
Toilets	192 each
Sinks	212 each
Showers	17 each
Mirrors	212 each
Drinking Fountains	84 each
Libraries	3 each
Conference Rooms	27 each
Fitness Center	1 each
Monumental Stairway	1 each
Loading Docks	2 each
Balconies	18 each / (6,318Sqft.)
Passenger Elevators	16 each / (672Sqft.)
Freight Elevators	2 each / (160 sq. ft)
Dining Facility	10,620 sq. ft
Executive Dining Room	220 sq. ft
Guard Houses	3 each (541 sq. ft)
Recreational Building	1 each (1,988 sq. ft)
Ash/Trash Receptacles	40 each
Custodial Closets	11 each
Recycle Rooms	7 each
Break Rooms	13 each
Telephones Mounted	46 each
Kitchenettes	84 each
EXTERIOR MAINTENANCE	
Exterior Walls	131,136 sq. ft
Exterior Trim	1 lump
Roofing	103,480 sq. ft
Exterior Concrete and Masonry	1 lump
Foundation	1 lump
Exterior Accessories	1 lump
Stairs	1 lump
Doors	66 each

Windows	1,376 each
Interior/Exterior Window/skylight Glass/Frame cleaning, Exterior Ledge Cleaning, Interior Block Glass Cleaning	68,420 sq. ft
Overhead doors/countertop shutter doors	15 each
Hydraulic Dock Levelers	3 each

Building 2462 McNamara POD 1-9 Interior	
Vinyl Composition Tile	2,682 sq. ft
Quarry Tile	901 sq. ft
Seamless Vinyl	16,852 sq. ft
Sealed Concrete	739 sq. ft
Carpet Tile	912 sq. ft
Area Rugs	2,160 sq. ft
Door Mats	128 sq. ft
Ceramic Tile	313 sq. ft
Interior Windows	1,203 sq. ft
Full Kitchens	1 each (901 sq ft Quarry Tile)
Laundry Room	1 each

Building 2462 McNamara POD 10 Interior and Exterior	
Building Entrance	1
Kitchenettes in Admin Areas	1
Break Rooms	7
Conference Rooms	27
Libraries	3
Restrooms	27
Recycle Rooms	7
Janitor's Closets	10
Elevators	6
Stairwells	3,792 SF
Mechanical and Electrical Rooms	16037 SF
Building 2462 McNamara POD 10 Interior	
Concrete Floors	8929 SF
Masonry –Stone Ledges	179 LF
Masonry Counter Marble Slab (Bathrooms)	274 SF
Metals – Metal Stairs	430 Item
Metals – Metal Ladders	11 Item
Metals – Handrails and Railings (Steel)	1307 LF
Metals – Ornamental Handrails and Railings	135 LF
Wood Cabinetry	398 SF
Wood veneer and wall panels	7710 SF
Specialty Finish Wall Panels	1625 SF
Wood Shelving	142 LF
Wood Base	1370 LF

BLDG 2462 McNamara Pod 10	
Laminate Wall Panels (Elevator Cabs)	824 SF
Porcelain Wall Tile (Bathrooms)	9463 SF
Porcelain Ceramic Floor Tile (Bathrooms)	7029 SF
Porcelain Tile Base (Bathrooms)	630 SF
Shower Enclosures & Benches	85 SF
Epoxy Terrazzo	9265 SF
Wood Flooring	11755 SF
Resilient Flooring – Vinyl Composition	2668 SF
Linoleum Flooring	2816 SF
Rubber Flooring	847 SF
Seamless Flooring	9334 SF
Carpet Tile	205379 SF
Fabric Covered Acoustical Wall Panels	3070 SF
Vinyl Wall Covering	64546 SF
Fabric Wall Covering	20906 SF
Painted Interior Walls	361,645 SF
Textured Metallic Paint	35770 SF
Toilet Compartments (Metal)	99 Items
Paper Towel Dispensers	26 Item
Sanitary Napkin Dispensers	13 Item
Soap Dispensers	65 Item
Wall Louvers	424 SF
Metal Corner Guards	200 LF
Chair Rail	343 LF
Bumper Rail	526 LF
Fire Extinguishers/Cabinets	60 Item
Metal Doors/Frames	77 Items
Wood/Plastic Doors	524 Item
Access Doors/Panels	200 Item
Overhead Coiling Doors (Level B1)	5 Item
Sound Control Doors	7 Items
Balanced Doors/Frames	11 Items
Fixed Aluminum Windows	200 Item
Door Hardware	2254 Item
Mirrors	65 Items
Glazed Aluminum Curtain Walls	30920 SF
Acoustical Ceilings – Suspended	202210 SF
Acoustical Ceilings – Metal Ceiling Tile	16590 SF
Architectural Vision Barriers (Roof)	424 SF
Access Flooring Carpet Tile	17011 SF
Access Flooring Laminate finish	16528 SF
Horizontal Louver Blinds	39 Items
Rolling Shades – Manual	116 Item
Rolling Shades – Motorized	6 Items

Roof Area	56,206 SF
Modified Bituminous Membrane Roofing	44725 SF
Sheet Metal Roofing	13921 SF
Dock Levelers	2 Item
Dock Bumpers	8 Item

Visitor Control Center (VCC) Building 2420	
Stories	1
Building Completed	2018
Building	2,300
Brick façade	1 Lump
Concrete floors	1400 sq. ft.
Carpet mat	2 each
Cabinets / built-ins (wall and base)	3 each
Carpet Tile	900 sq. ft.
Doors and hardware	16 each
Railings	1 Lump
Mirrors	2 each
Toilets	2 each
Sinks / Mop sink	4 each
Custodial Closet	1 each
Counter tops	4 Unit
Blinds	7 each
Gutters	1 Lump
Windows	7 each
Fire Extinguishers	1 Lump
Cove base	1 lump
Toilet paper dispenser's	2 each
Paper Towel Dispenser	2 each
Interior Trim	1 Lump
Roof / Metal / Gutters	1 Lump
Drywall	1 Lump
Drop Ceiling	1 Lump

Building 2462 McNamara POD 1-9 Estimated Areas of Main/Minor Entrances	
Main Entrance	2,000 sq. ft
Minor Employee Entrances	3,375 sq. ft
Rear Minor Entrances	300 sq. ft
Rear Arcade	7,735 sq. ft
Building	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

C.1.6 2464 Gate 2 Access Gate	
Main Entrance	2,000 sq. ft
Rear Dining and Patio Area	1,500 sq. ft
Minor Employee Entrances	3,375 sq. ft
Rear Minor Entrances	300 sq. ft
Rear Arcade	7,735 sq. ft
Building	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

Gate 3 Access Gate Building 2465	
Main Entrance	2,000 sq. ft
Rear Dining and Patio Area	1,500 sq. ft
Minor Employee Entrances	3,375 sq. ft
Rear Minor Entrances	300 sq. ft
Rear Arcade	7,735 sq. ft
Building	72 sq. ft.
Rubber Flooring	72 sq. ft.
Ceiling Tiles	72 sq. ft.

Pavilion	
Kitchen Area	1
Men Restroom	1
Women Restroom	1
Roll-Up Door	1
Doors	3
Countertop	1
Sinks	5
Concrete Floors	1 lump
Roof	Shingles
Gutters / Bird Netting	1 lump
Brink Walls	1 lump
Columns	4

Irrigation Well House	
Woodshed over well	6 x 6
Door	1

Three Level Parking Garage Building 2469	
Building Completed	Oct. 2005
Building	316,913 Sq. FT.
Parking Structure	3 Level
Parking Spaces	982

Material Receiving and Screening Facility Building 2480	
Building	18,900 Sq. Ft.
Roll-Up Doors	8
Deck	75’ L x 20’ W – 140’ L x 20’ W

Outfall Control Structure	
Concrete Structure	20 x 30
Metal Door	1

Bus Stop Shelter	
Metal Frame / Glass	120Sq. Ft.
Wood Bench	1

CDC Storage Shed (2)	
Red Brick	144Sq. Ft.
Wood Doors	1

C.4 Facilities Attic Stock Materials

1. Contractor shall procure, receive, label, store, safeguard, manage, and issue attic stock for use in performing the services under this agreement.
2. Attic Stock is intended to ensure timely maintenance and repair, minimize downtime, and maintain consistency of appearance, performance, and warranties of the Facilities.
3. Attic Stock shall be new, unused, current-production items meeting or exceeding
   (a) Manufacturer’s specifications.
   (b) Facility standards.
4. Contractor shall maintain an electronic inventory system with reorder points/minimum/maximum levels identified in the Attic Stock Schedule.
5. Contractor shall monitor inventory levels and propose replenishment when items reach reorder points, factoring lead times and criticality.
6. All Attic Stock Materials are included in the firm-fixed price portion of the contract.

C.4.7 Doors

Location	Type	Wide/Height	Qty
Offices	Wood	36” W x 83 ½ H	5
Offices	Wood	36” W x 103” H	5
Main Entrance	Wood	36” W x 79” H	5
Exterior	Steel	36” W x 93” H	5
Bathroom	Wood	36” W x 82 ½” H	5
Bathroom	Wood	36” W x 102” H	5
Hallways	Wood	36” W 105 ¾” H	5
Conference Rooms	Wood	36” W x 79” H	5
Closets off main halls	Steel	36” W x 93 ½” H	5
Mechanical Rooms	Steel	36” W x 99” H	5

C.4.8 Locks

DOOR LOCKS	
Type	**Qty**
X10 High-Security Lock KABAMAS	10
Combo Locks Sargent and Greenleaf 8077AD Padlock	10
Cypher Simplex L1000 - Lever	10

C.4.9 Cove Base

COVE BASE	
Type	**Qty**
CB-67-1	10 (Boxes)
CB-68-1	10 (Boxes)
CB-80-1	10 (Boxes)
CB-10-1	10 (Boxes)

C.4.10 Carpet Tiles

CARPET TILES			
Type	**Model**	**Size**	**Qty**
48557	Shaw Belong 5T261	2” x 2”	20 Box
48557	Shaw Memory 5T263	2” x 2”	20 Box

C.4.11 Sanitary Napkin Containers

Sanitary Napkin Containers	
Dimensions	**Qty**
15” W x 5” D X 25-1/2”H	10

C.4.12 Red Glass Covers & Fire Extinguishers

Type	Qty
Surface-Mounted Fire Extinguisher Cabinet with Breaker Bar Attachment for 20 lb. Fire Extinguishers	10
Class ABC Fire Extinguisher - 5 lb., 3A:40, B:C	10

C.4.13 Blinds / Shades

BLINDS / SHADES		
Type	**Size**	**Qty**
Mini Blinds	20” W x 20” L	10
Mini Blinds	66” W x 70” L	10
Mini Blinds	70” W x 104’ L	10

C.4.14 Roofs

Buildings	Description	Size
BLDG 2420 Visitor Control Center (VCC)	Metal	3,296SF
BLDG 2454 DLA Storage Shed	Metal	144SF
BLDG 2455 DLA Storage Shed	Metal	144SF
BLDG 2462 Andrew T. McNamara Headquarter POD 1-9	Modified Bitumen	199,872SF
BLDG 2462 POD 10	Modified Bitumen	65,422 SF
BLDG 2463 Post 1	Metal	5,748SF
BLDG 246304 Gate 1 Bus Shelter	Metal	124 SF
BLDG 2464 Post 2	Metal	4,921SF
BLDG 2465 Post 3	Metal	182 SF
BLDG 2466 Recreations / Pavilion	Metal	2,749 SF

BLDG 2467 DLA WTR BLDG W/ WELL	Metal	210 SF
BLDG 2468 Child Development Center (CDC)	Metal	38,230 SF
BLDG 2480 Material Receiving and Screen Facility (MRSF)	Modified Bitumen	21,044 SF

ATTACHMENT C1 HISTORICAL DATA

1. Service Order Historical Data. FACILITIY was partially occupied in July 1995 with full occupancy in October 1995.
2. The Child Development Center building was opened in February 1999 and the FACILITIY Pod 10 was built-in as part of the FACILITIY with occupancy in October 2005.
3. Historical Data is compiled for all three buildings as listed below for routine, emergency, urgent, minor work and Indefinite Quantity work orders.
4. Estimated count for maintenance, service, repair, minor and construction projects:

Estimated Count for Maintenance	
Average Routine Service Orders	150 per month or 1800 per year
Average Emergency Service Orders	4 per month or 48 per year
Average Urgent Service Orders	2 per month or 24 per year
Average Recurring Service Orders	40 per month or 480 per year
Average Minor Work Service Orders	12 per month or 144 per year

ATTACHMENT C2 LIST OF RECORDS AND REPORTS

C2.1 List of Operational Requirements and Scheduled Submission

OPERATIONAL REQUIREMENTS	**SCHEDULED SUBMISSION**
Monthly Work Schedule	Five (5) Working Days Prior to Each Scheduled Month
Changes to Work Schedule	Three (3) Days Prior to Performance
Service Interruptions	Fifteen (15) Days Prior to Interruption
Proposed Revision to Preventive Maintenance Plan	Fifteen (15) Working Days After Identification
Utility Outage Requests	Ten (10) Days Prior to Outage
Notification of Facility Coordinator (FACO)	Two (2) Working Days Prior to Work
Request for Changes in Working Hours	Two (2) Working Days Prior to Work
Revisions to As-Built Drawings	Five (5) Days After Completion of Work
Completed Service Orders	Two (2) Days After Completion of Work
Completed Preventive Maintenance Service Orders	Two (2) Days After Completion of Work
Completed Minor Work Orders	Two (2) Days After Completion of Work
Key Control Inventory Report	Monthly, Five (5) Working Days After Start of Month
Indefinite Quantity Delivery Order (IDIQ) Work Proposal	Ten (10) Working Days After Receipt of PWS
Operation and Maintenance Reports	Monthly, Five (5) Working Days After Start of Month
Roster of Visitors	Twenty-four (24) Hours in Advance
Changes to Hazard Material Inventory (HMI)	Ten (10) Days Prior to Use of New or Substitute Chemical
Task Order Updates to COR	Daily by 8:00 A.M.
Background Check	Yearly
PHASE-OUT REQUIREMENTS	**SCHEDULED SUBMISSION**

Joint Inventory of Government Furnished Material (GFM)	At Completion or Termination of Contract
Copies of All Reports	Five (5) Days Prior to Completion or Termination
Contractor Phase-out Plan	Ninety (90) Days Prior to Completion or Termination

ATTACHMENT C3 DIRECTIVES AND COMPLIANCE

C3.1 Federal Laws

FEDERAL LAWS
Clean Air Act Amendments of 1990 – Title VI Stratospheric Ozone Protection
Clean Water Act
Defense Authorization Act FY 1993 Section 326 (P.L. 102-484)
Resource Conservation and Recovery Act (RCRA)
Safe Drinking Water Act (SDWA)
Toxic Substances Control Act (TSCA)

C3.2 Federal Regulations

FEDERAL REGULATIONS	
40 CFR 82	Stratospheric Ozone Depletion
40 CFR 251.20	Disposal of Hazardous Waste
40 CFR 136	Sampling and Analysis of Water
40 CFR 260-267	Control and Disposal of Hazardous Waste
40 CFR 761	Controls and Disposal of PCBs
29 CFR 1901.1001	Asbestos in General Industry
29 CFR 1910, subparts O & P	Operating Accessories and Tools
29 CFR 1910.1444	Safety Color Code for Marking Physical Hazards
29 CFR 1926.58	Asbestos in the Construction Industry
49 CFR	Hazardous Substances – Spill Response Law

C3.3 Specifications

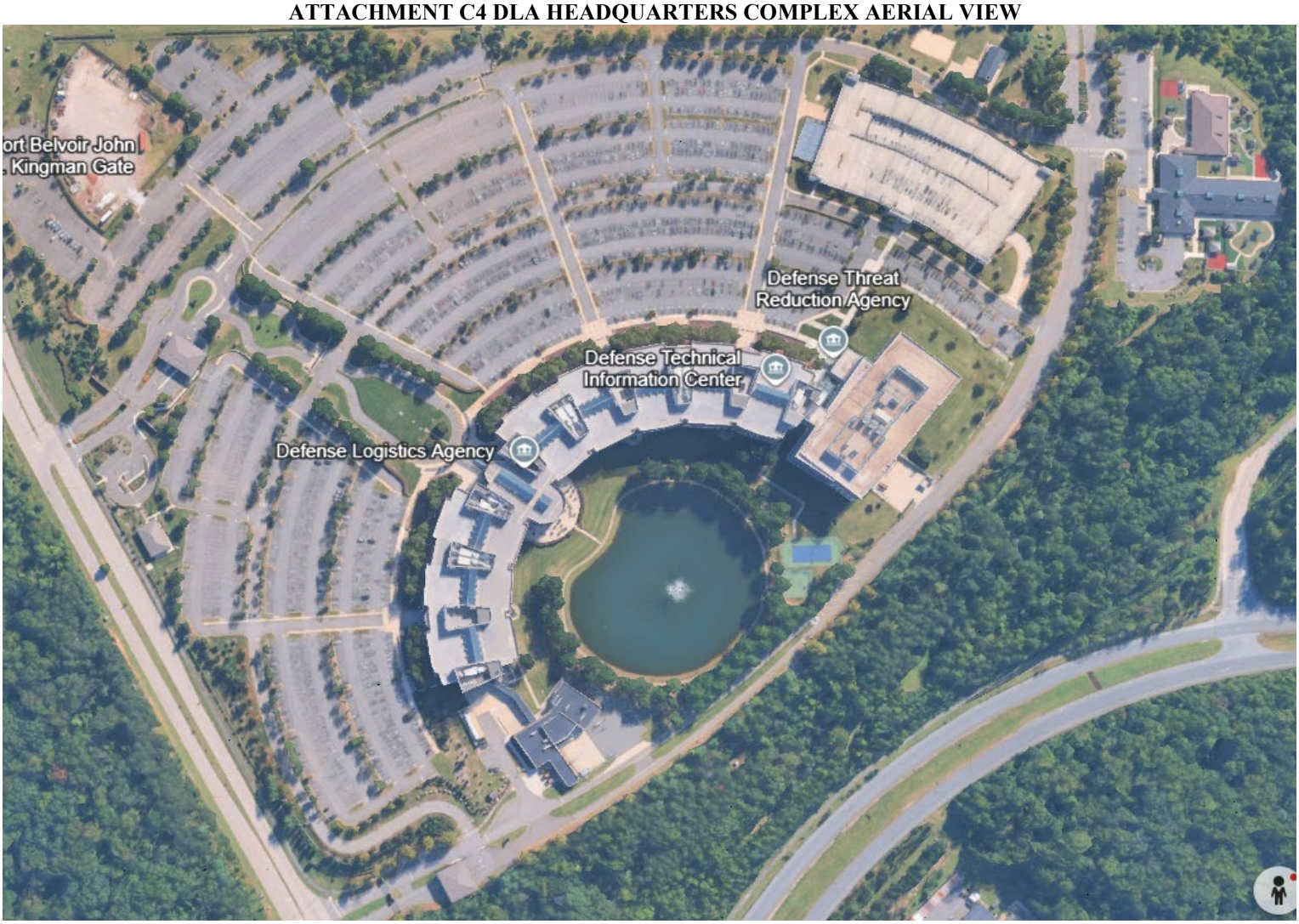
SPECIFICATIONS	
Construction Specifications	Andrew T. McNamara Headquarters Complex, Ft. Belvoir, Virginia Invitation Number DACA31-92-B-0037 January 3, 1991

C3.4 Standards

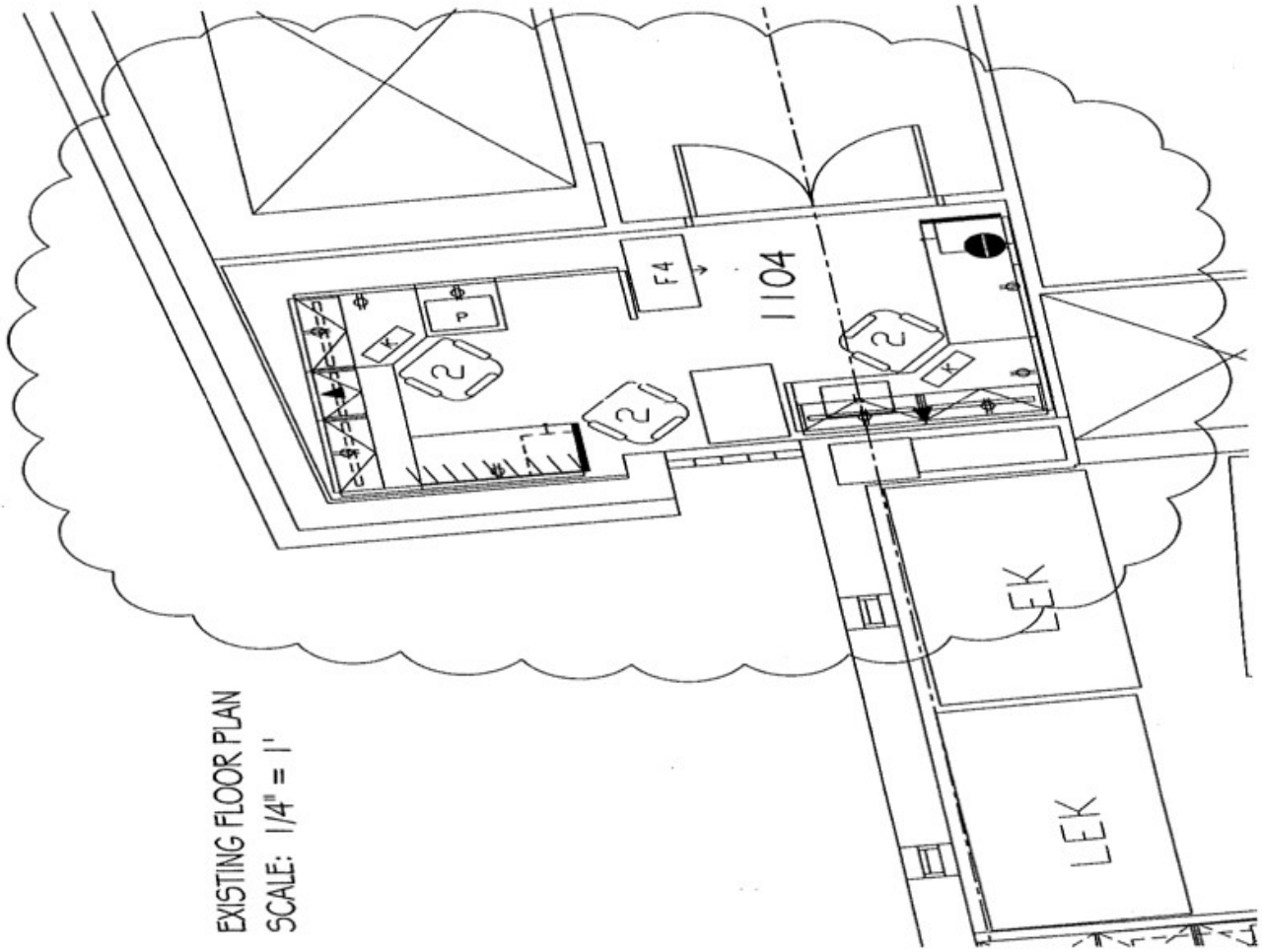
STANDARDS	
ANSI A16.1	Cabinets & Countertops
ANSI A39.1	Safety Code for Window Cleaning
ANSI A137.1 (1980)	Ceramic Tile
NFPA 20	Centrifugal Fire Pumps
NFPA 25	Water Based Fire Protection Systems
NFPA 51	Welding and Cutting

NFPA 70	National Electrical Codes
NFPA 80	Fire Doors and Windows
NFPA 80A	Protection of Buildings from Exterior Fire Exposures
NFPA 101	Life Safety Code

ATTACHMENT C4 DLA HEADQUARTERS COMPLEX AERIAL VIEW



ATTACHMENT C5 GOVERNMENT FURNISHED FACILITIES (GFF) BLDG 2462, RM 1104


EXISTING FLOOR PLAN
SCALE: 1/4" = 1'
LEK
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ATTACHMENT C6
QALITY ASSURANCE SURVEILLANCE PLAN INTERIOR AND EXTERIOR MAINTENANCE PROGRAM (QASP)

C.20.1 The Contract requirements listed throughout the Statement of Work summarize specific performance based, firm, fixed-price tasks that are to be performed under this contract. The Contractor's work is based on recurring work and monthly work tickets. During each month, the Government will compare Contractor performance to the contract requirements through inspections of work performed. The Government will evaluate each required service based on the following inspection methods:

a. COR Inspections (Observed)
b. Validated Customer Complaints
c. Evaluation of Uncompleted Recurring/Demand Work

C.20.1.1 Performance of a required service is considered Satisfactory when the number of defective units (unsatisfactory outputs) found by the Government during contract surveillance does not have to be re-performed. When the number of defective units discovered by the COR causes re-work by the Contractor, the Contractor's overall performance for that service is considered unsatisfactory. The COR will issue the Contractor a Quality Deficiency Report (QDR) for re-work. The Contractor shall be required to respond in writing when a QDR is issued. The QDR will require the Contractor to explain, in writing, why performance was unacceptable, how performance will be returned to satisfactory levels, and how recurrence of the deficiency will be prevented in the future.

C.20.1.2 The Contractor shall re-perform, without additional cost to the Government, all work found to be unsatisfactory. The COR will determine the amount of time the Contractor will be given to re-perform the work on a case-by-case basis. Re-performance will not improve the overall rating of the service in question and the QDR counts towards the Government's Monthly Inspection Service Count.

C.20.1.3 For unsatisfactory services performed that exceed a 10% limit to the estimated quantities listed under C.16 Historical Data, throughout any given month, the Government reserves the right to deduct for all services re-performed and/or not completed. CAFM work system tickets are averaged at $50 per ticket. If the Contractor's QDR count is within the Government's limit of 10%, the Government will not take a deduction for the month. If the Contractor's QDR count exceeds the Government's 10% limit, the Government has the option to deduct for the full QDR count for the month at $50.00 per work ticket.

EXAMPLE: Average recurring work ticket count of 18 per month. If the Contractor's Quality Deficiencies (QDR) count does not exceed the 10% given, there will be no deduction for the month. If the Contractor exceeds the 10% given by the Government, the full percentage will be deducted for the month as follows:

Monthly Facility Center Work Count: 18 $50.00
QDRs Issued for the Month 1/18 (5.56%) Within the 10% limit – no penalty
No Deduction Taken

Monthly Facility Center Work Count: 18 $50.00
QDRs Issued for the Month: 2/18 (11.11 %) Exceeds the 10% limit – penalty

A $100.00 deduction would be taken from the Contractor's monthly invoice since the count exceeded the Government's limit of 10%.

C.20.2 The Quality Deficiency Report will be sent to the Contractor by the COR, and the Contractor shall have two (2) working days to return the report to the COR. Examples of a QDR are listed but not limited to, (1) the Contractor did not report timely after notification from a Government Representative, (2) validated customer complaints and (3) areas not treated which cause hazardous conditions for tenants and (4) during COR inspection/observations found assigned work request areas not completed or areas not completed as stated throughout the SOW.

ATTACHMENT C7 SECURITY GUIDANCE FOR CONTRACT NUMBER: SP4705-26-S-XXXX

Per the DD Form 441, Department of Defense Security Agreement, Section VI, signed by the United States Government through the Defense Counterintelligence and Security Agency (DCSA) and the Contractor, the government is not obligated to provide funds and shall not be liable for any security costs or claims of the Contractor arising out of the DD Form 441 Agreement, its instructions, or the requirements identified in the 32 CFR Part 117, National Industrial Security Program Operating Manual (NISPOM), and its changes /revisions.

DD 254 will be housed within the NISP Contract Classification System (NCCS) through the life of the contract. The Contractor shall be registered within NCCS at time of award to gain access to the DD 254. It is incumbent upon the Contractor to ensure that the necessary security paperwork is submitted in sufficient time to enable each individual to be cleared prior to beginning work on this contract. In the event that the NCCS is superseded by another System of Record, the same requirements apply.

The Contractor is required to flow-down all applicable requirements of the DD Form 254 to its Subcontractor(s).

Reporting Requirements:
The Contractor shall provide the following to the DLA Major Subordinate Command (MSC) or Regional Activity (RA) Industrial Security Manager (contact information listed in block 13 of page two of the DD Form 254):

1. Courtesy copies the DLA HQ Industrial Security Program Office on any security incident report (initial and final) sent to the
2. DCSA involves the loss, compromise, or suspected compromise of classified information. The Contractor shall provide a copy
3. to the DLA within the same reporting timeframe as is required by the DCSA.
4. Courtesy copies the DLA HQ Industrial Security Program Office on any report involving a cyber-intrusion of DLA program
5. information sent to the Federal Bureau of Investigation and the DCSA per NISPOM, 32 CFR 117.8 and Industrial Security Letter (ISL) 2021-02.
6. Provide a copy of any DCSA letter that indicates a less than satisfactory security rating and/or that negatively impacts the
7. Facility Clearance Level (FCL) of the company within 48-hours of receipt.
8. Provide electronic copies of Subcontractor DD Form 254s issued by the Prime and the Subcontractor.
9. The Prime Contractor shall act as the focal point for collecting their Subcontractor's DD Form 254s and the Prime is responsible for forwarding these DD Form 254s to the DLA HQ Industrial Security Program Office.
10. DLA HQ Industrial Security Program Office:

Defense Logistics Agency
ATTN: DI / Industrial Security Program Manager 8725 John J. Kingman Road
Fort Belvoir, VA 22060-6221
Phone: (571) 767-0926
Email: DLAIndustrialSecurity@dla.mil