Performance of Work Statement (PWS)
for the
Decommission, Installation and Training of The Horizontal Baler
at Recycling Center on Camp Hansen, Okinawa, Japan

SECTION 1: DESCRIPTION OF SERVICES

1.0. General: The contractor shall provide all services pertaining to dismantling/removal of the legacy baler system, install the new baler with the above-ground conveyor attachment, and provide training to responsible personnel who will be operating the baler equipment.

1.1. Introduction and Background: The current baler system located at U.S. Marine Corps Installation Pacific. Building 2463, MCIPAC Camp Hansen Okinawa, Japan, is becoming unserviceable. The under-carriage stock plate has rusted away, laser components are malfunctioning, along with the Accent wire tire machine deteriorating causing the baler to become unusable on multiple occasions. To continue operations of recycling needs across all military bases across Okinawa Japan, a new baler system needs to be installed to replace the legacy system. Dismantling and installation of the new baler system is required, since it's out of Ground Facilities (G-F) technical scope to perform services.

2.0. Scope of Work and Objective: The Contractor shall provide all management, special tools, supplies/materials, equipment, shipment and qualified personnel necessary for decommissioning of legacy baler, installation, commissioning, and training of the two-ram horizontal baler and above-ground conveyor. The Contractor shall also be responsible for making all electrical connections necessary for the complete installation of the unit. These services shall be performed at the site of the Recycling Center located at Building 2463, MCIPAC Camp Hansen, Kin Town, Okinawa, Japan. The Contractor shall identify and provide any special warranty information on specific areas of the machine, i.e. hydraulic pumps.

3.0. General Tasks:

3.1. Installation The Contractor shall be responsible for the complete replacement cycle of the baler equipment, to include disassembling the legacy system; and assembling, installing, wiring, and commissioning the new unit.

3.1.1. Procedure For Dismantling/De-Commissioning and Installation service:

The Following procedures shall apply to dismantling/de-commissioning and installation.

a) Initial Coordination Meeting: The Contractor's Point of Contact (POC) shall participate either in person, telephonically, or via virtual communication in an Initial Coordination Meeting to be held between sixty (60) and thirty (30) days prior to the projected start date of the dismantling/de-commissioning of legacy baler and installation of replacement baler. During this meeting, the parties shall finalize the execution schedule and conduct a comprehensive review of all Contractor responsibilities and deliverables.

b) Pre-Decommission/Installation Meeting: Upon receipt of the order, the Contractor's Point of Contact (POC) and the project foreman shall attend an in-person, pre-execution meeting no later than forty-eight (48) hours prior to the scheduled start of the Baler Replacement Project. The meeting agenda will include finalizing the decommissioning and installation schedule, reviewing the technical work plan, reiterating on-Base rules of conduct, and conducting a final review of all Contractor responsibilities outlined in this document.

c) Dismantling/De-Commissioning Procedures for Legacy Baler: Post General Facilities conducting "Lock-Out/Tag-Out" procedures, contractor shall proceed to disconnect legacy baler from the

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building's main power connected to the legacy baler. Once power main power is disconnected, contractors shall proceed with dismantling legacy baler by sections, in order for Government personnel to relocate legacy baler onto provided Tractor-Trailor(s) for transportation to DLA-DS aboard Camp Kinser.

d) Installation: Upon completion of decommissioning procedures, the Contractor shall install the new baler system. The transition period from the start of decommissioning to final installation and commissioning shall not exceed 14 consecutive days, thereby mitigating the risk of over accumulation of recycling material at Camp Hansen. The Contractor shall contact the Contracting Officer and the Government Representative if the timeline cannot be met.

e) Post Installation Inspection: At the end of installation, the on-site foreman and the Technical Representative shall conduct a joint inspection and confirm related equipment have been installed. Discrepancies shall be corrected before the Government accepts responsibility for the horizontal baler system. The Installation process is considered incomplete until a final installation inspection is completed by the Government and contractors to be found as acceptable.

f) Physical Security: The Contractor shall ensure that all Government Equipment shall be secured in the building areas and shall be protected from damage caused during handling to include but not limited to dirt, contaminants, damage caused by tears, rubbing and outside elements such as moisture and rain.

g) Transportation Procedures: Transportation of the horizontal baler system is intended for overseas shipment. The Contractor shall exercise reasonable care in packing, packaging, preservation, handling, consolidating, loading, unloading, set-up and installation of all items. The Contractor shall notify the Contracting Officer, the contract specialist and the Government Representative when shipment has been made by the Contractor to help ensure the completion of shipment of all equipment and clearance through Japanese customs clearance. The Contractor shall also provide all insurance and customs documentation related to the shipment to Contracting Officer. The shipping method preferred in the shipping of the horizontal baler system shall go through Tracy, California in route to Okinawa, Japan.

h) Clean Up: The Contractor shall remain responsible for clearing and disposing of all debris, scrap, and packaging materials generated during the Baler Replacement Project

i) Disposal of Packaging and Other Refuse: It is Contractor's responsibility to make prior arrangements with the Government before disposing any refuse aboard any Government base. Nothing may be placed in any Government trash container unless that Contractor has received prior authorization from the Government.

j) Delays: Any delay to the schedule agreed upon at the Initial Coordination Meeting shall require agreement between the Contractor and Contracting Officer or his/her duly authorized representative.

k) Warranty: 1-year period on all parts shall be provided from final acceptance. The Contractor shall also provide two (2) scheduled semi-annual preventative maintenance visits from final acceptance.

3.2. Training: The Contractor shall provide training to the Recycle center personnel. A complete training plan conceiting of media and operating manuals shall be submitted to the Government representative for review upon the contract award. The Government will record the training session on video for the purpose of internal training use. The Contractor shall issue training certificates upon completion of the training. No specific format is required for certificate.

The Following procedures shall apply to training.

a) TOPIC I – Safety, Machine Components, Machine Setup
b) TOPIC II – Operations (Before, During and After)
c) TOPIC III – Maintenance and Troubleshooting

3.3. Delivery or Deliverables: The Contractor shall submit following documentation to the Government Representative upon request.

a) Engineering and Technical Documents
    - Equipment Specifications Manuals (DI-MISC-81356): Manufacturer technical specifications for the horizontal baler, including motor ratings, hydraulic ram force, cycle times, bale sizes, and wire-tier mechanisms.
    - Site Survey and Facility Interface Drawings (DI-SESS-81002): Scale layouts showing exact physical dimensions, structural anchoring details, clearance zones, and utility connection points (electrical, hydraulic, pneumatic).
b) Project Management and Schedule
    - Integrated Master Schedule (DI-MGMT-81650): A comprehensive Gantt chart detailing milestones for equipment delivery, rigging, rigging pathways, utility hookups, structural anchoring, testing, and final handover.
    - Progress Status Reports (DI-MGMT-80227): Monthly or bi-weekly brief updates covering installation progress, technical roadblocks, and look-ahead schedules.
c) Safety & Environmental Compliance
    - Job Hazard Analysis / Accident Prevention Plan (DI-SAFT-81563): Safety protocols for the installation crew, specifically addressing heavy rigging, electrical lock-out/tag-out (LOTO), arc flash zones, and confined space entries if applicable.
    - Environmental & Material Compliance Data (DI-VECDF-81942): Safety Data Sheets (SDS) for all system fluids, including hydraulic oils, gear lubricants, and any initial testing materials.
d) Quality Assurance & Testing
    - Pre-Functional Testing & Checkout Procedure (DI-QCIC-80511): Step-by-step checklist verifying utility connections, mechanical alignment, and electrical safety interlocks before powering on the equipment.
    - Site Acceptance Test (SAT) Plan & Report (DI-QCIC-80512): Formal testing protocol validating that the baler achieves required bale densities, throughput rates, and wire-tie functionality under real load conditions.
e) Operations & Logistics Support
    - Commercial Off-the-Shelf (COTS) Manuals (DI-TMSS-80527): Manufacturer-provided operations, maintenance, and troubleshooting manuals specific to the horizontal baler model installed.
    - Preventative Maintenance Schedule (DI-ILSS-81226): A structured maintenance matrix detailing daily, weekly, and annual lubrication schedules, hydraulic oil changes, blade adjustments, and wear-plate inspections.

- Recommended Spare Parts List (DI-ILSS-80134): A prioritized list of critical replacement parts (e.g., proximity switches, tier needles, hydraulic seals, shear blades) recommended to minimize operational downtime.

f) Training Data

- Training Plan & Materials (DI-ILSS-80873): Curriculums, handouts, and standard operating procedures (SOPs) used to train facility personnel on safe equipment operation, clear jammed chambers, and routine maintenance.

3.4. Contract Data Requirements List (CDRL)

CDRL Title	Applicable PWS Paragraph
Engineering and Technical Documents	Section 3.3.(a)
Project Management and Schedule	Section 3.3.(b)
Safety and Environmental Compliance	Section 3.3.(c)
Quality Assurance & Testing	Section 3.3.(d), 4.0, 4.1, 4.2
Operations & Logistics Support	Section 3.3.(e)
Training Material and Data	Section 3.2., 3.3.(f)

4.0. Contractor Quality Assurance:

4.1. Quality Control: The Contractor is responsible for controlling the quality of services that conform to the contract specifications. The Contractor shall establish procedures and processes to include but not limited to, inspection to ensure all contract requirements are met to fulfill decommissioning of legacy baler and installation of the horizontal baler system in accordance with this Performance Work Statement.

4.2. Quality Assurance: The Government Quality Assurance Surveillance Program is not a substitute for Quality Control by the Contractor. All findings of incomplete or defective performance will be subject to reperformance. All costs associated with rework are the responsibility of the Contractor. When the Contractor's overall performance is unsatisfactory, a Discrepancy Report will be issued by the Contracting Officer and the Contractor shall reply in writing, giving the reason(s) for unsatisfactory performance, and identify the corrective action(s) to be taken to prevent future problems. The Technical Representative will perform all inspections expeditiously to minimize delays in Contractor's performance.

5.0. Contractor Personnel:

5.1. Contract Manager: The Contractor shall provide a Contract Manager as the Primary Point of Contact (POC) who shall be responsible for the performance of work under this award. This person shall be reachable by both telephone and electronic message, through which all communication shall flow between the Government and the Contractor. This POC must be able to answer questions pertaining to all aspects of the order quickly and accurately.

5.2. On-site Foreman: The Contractor shall designate an on-site foreman that shall be present during the entire installation for each requirement. That on-site foreman shall be responsible for the conduct of the entire installation crew, and compliance with this Procedure for Installation Services.

5.3. Contractor Employees: The Contractor's employees shall present a neat appearance and be easily recognized as Contractor employees. This may be accomplished by wearing distinctive clothing bearing the company name and the employee's name.

5.4. Contractor Access To Government Installations: All access to Government installations shall be coordinated with the Technical Representative. The identity of this individual will be available to the Contractor during the initial coordination meeting.

5.5. Damage To Government Property and Facilities: In all instances where government property or facilities have been damaged by the Contractor, a full report of the facts and the extent of the damages shall be submitted to the Government Representative within 24 hours following the incident. The Government Representative shall forward the report to the Contracting Officer within 24 hours of receipt. If the Contractor is found to be negligent, the Contractor shall be held responsible for all expenses related to reimburse of all damages to the Government.

5.6. Storage: The Contractor is responsible for storage of delivered items onsite prior to installation.

5.7. Shortages And Missing Equipment and Accessories, Or Components of Equipment and Accessories: Missing end items or components must be DELIVERED within a period NOT TO EXCEED fifteen (15) days of the identification of the shortage. All missing items shall be procured and delivered by the Contractor, and such expenses shall be without cost to the Government.

5.8. Excess Equipment and Accessories, Or Excess Components of Equipment and Accessories: The Contractor shall be responsible for the removal or disposal of excess end items or components at no cost to the Government.

5.9. Incidental Damage to Equipment and Accessories: Damages to equipment and related accessories caused by Contractor employees shall be replaced at the Contractor's expense as if it were missing. All repairs and replacements must be completed in a timely fashion to ensure the Contractor meets the delivery schedule.

6.0. General Information:

6.1. Place of Performance: The services shall be performed at Building 2463, MCIPAC Camp Hansen, Kin Town, Okinawa, Japan.

6.2. Hours of Operation: The Contractor shall commence set-up and installation during the normal duty hours of 0700 - 1600, Monday through Friday. In cases where installation is needed outside normal working hours, coordination shall be done with the Technical Representative.

6.3. Performance of Services: Unless specified differently in the Decommission/Installation Information, services will not be accepted on Saturdays, Sundays, or Federal holidays. Technical Representatives shall sign for inspection and acceptance of all services between 0700 and 1600, Monday through Friday.

6.4. Period of Performance: The Contractor shall start the decommissioning of legacy baler and installation of new baler services within thirty (30) calendar days from the notification by the Technical Representatives. The training shall be conducted immediately following the installation and commissioning of Baler Equipment.

6.4.1. Federal Holidays. The contractor shall not be required to provide services on federal holidays unless the holiday is particularly specified otherwise in this PWS

Federal Holiday	Occurrence
New Year's Day	1 January*
Martin Luther King Jr.'s Birthday	Third Monday of January

President's Day	Third Monday of February
Memorial Day	Last Monday of May
Independence Day	4 July*
Labor Day	First Monday of September
Columbus Day	Second Monday of October
Veterans' Day	11 November*
Thanksgiving Day	Fourth Thursday of November
Christmas Day	25 December*

*When a federal holiday falls on Sunday, the following Monday will be observed as a holiday by the U.S. Government. When a federal holiday falls on a Saturday, the preceding Friday will be observed as a holiday. In addition to these federal holidays, if the President of the United States issues an executive order closing the federal government, that date shall also be considered a recognized federal holiday (Reference Executive Order 11582 of February 11, 1971, and 5 U.S.C. 5546 and 6103(b) and other similar statutes insofar as they relate to the pay and leave of employees of the United States).

6.5. Government Furnished Equipment (GFE): The Government will not provide a forklift and/or crane with an operator during the installation. Contractors must provide their own means of heavy equipment support through local vendors and/or rental agencies. A loading dock will also not be available for the Contractor to utilize from the Government.

6.6. Typhoon Readiness: The Contractor shall depart military bases when Tropical Condition of Readiness 1C (TCCOR 1C or TC-1C) is declared by Military Weather Station authorities. The Contractor shall depart military bases and monitor radio/television until it changes to TCCOR SW. When Tropical Cyclone Condition of Readiness "STORM WATCH" (TCCOR SW or TC-SW) is declared by Military Weather Station authorities, the contractor shall restart the service within 2 hours. In this case, services will begin the next normal workday at 7:00am.

6.7. Safety: The Contractor shall be responsible for ensuring the safety of their personnel along with any other personnel who should enter the worksite. Requirements for safety will be strictly adhered to as they pertain to Contractor operations and as required by Industrial Safety and Health Law and Related Legislation of Japan (ref: a), and NAVMAC Directive 5100.8 - Marine Corps Occupational Safety and Health (OSH) Program Manual (ref: b).

Publication/ MRC	Description of Publication	Date	Ref
NAVMC DIRECTIVE 5 100.8	Marine Corps Occupational Safety and Health (OSH) Pro ram Manual	15 May 2006	b)

Ref a): http://www.mhlw.go.jp/(Home Page for "Ministry of Health, Labor and Welfare")
Ref b): http://www.marines.mil/Portals/59/PublicationsfNAVMC%20DIR%205100.8 .pdf

6.8. Safety Plan: A written safety plan must be submitted as part of the Contractor's quote if the Contractor intends to use overhead devices including (but not limited to) crane, cherry picker, etc., that will create an overhead hazard. If required, the plan shall ensure compliance with NAVMAC Directive 5100.8. The Contractor shall address general safety guidelines as well as specific safety requirements, such as fall protection measures. Plan shall also address required training prior to the provision of required training prior to the start of work in order to perform the work safely. Training must be documented, and documentation of the training must be provided with the safety plan to include, but not too limited to, indication that proper equipment for the work will be utilized.

6.9. Key Personnel: There will always be a Government Representative of the building during decommissioning, installation, and clean-up process to report any damage or problems that occur with the facilities.

6.10. Government Furnished Property Utilities: The Contractor shall be provided with the use of utilities (i.e., water and electricity) when needed to perform the job. The Contractor shall use the utilities conservatively. Lights shall be used only in areas where work is actually being performed. Water faucets or valves shall be turned off when not in use. Use of Government telephones is not authorized.

6.11. Police and Fire Department: The following telephone number is furnished.

Marine Corps 911 Center: 098-911-1911

7.0 Special Instructions and Administrative Information

7.1. Non-Personal Services. This is a non-personal service, performance-based contract. The contractor bears responsibility to manage its employees and guard against any actions that could be characterized as personal services as defined in FAR 37.104, or which convey the perception that personal services are being delivered. No provisions are implied nor provided in this contract for any benefits such as medical care, retirement, or worker's compensation, other than those incorporated through enumerated clauses.

7.2. Identification of Contractor Personnel and Equipment In accordance with DFARS 211.106, contractor personnel performing non-personal services on DoD installations or other government facilities shall ensure that they are readily identifiable as contractor employees (including subcontractors and consultants). All contractor employees shall always comply with the following:

7.2.1. Telephone Identification: Identify themselves as contractor personnel at the onset of every telephone call made from a government telephone or any other phone if the call is made in support of Government-related requirements and activities.

7.2.2 Recorded Messages: Identify themselves as contractor personnel in all recorded messages, including those which are heard by callers attempting to contact contractor employees via answering machines or voicemail.

7.2.3. Meetings, Conferences, and Events: Identify themselves as contractor personnel at the onset of every meeting, conference, or any other gathering attended in support of any Government-related requirements or activities.

7.2.4. Correspondence: Identify themselves as contractor personnel on any correspondence, documents, or reports accomplished or sent in support of any service provision to the Government, including, but not limited to, correspondence sent via the U.S. Mail, facsimile, or electronic mail (email), inclusive of out-of-office replies.

7.2.5. Personal and Corporate Identification: Wear or display contractor-provided nametags, badges, or attire which display, at a minimum, the name of the contractor and their respective company.

7.3. Designated Third Country Nationals (DTCN)

Persons from certain countries are considered DTCN and are generally restricted from entering Marine Corps Bases Japan (MCBJ) Camps, Air Stations, or facilities. A listing of DTCN countries and other related information

regarding this policy can be found in USFJ Instruction 31-204 (Designated Third Country Nationals), which can be made available upon request.

7.4 Exemption from Japanese Taxes

Pursuant to the U.S. – Japan Status of Forces Agreement and the Joint Committee, the governments of the United States and Japan have agreed that the procurement in Japan of materials, supplies, equipment, and services for official purposes may be exempt from certain Japanese taxes. When incorporated, paragraph c. of the clause FAR 52.229-6, "TAXES – FOREIGN FIXED PRICE CONTRACTS" and/or DFARS 225.229-7001 'TAX RELIEF'

stipulate that contract/order pricing shall not include the Consumption Tax. Submission of, and/or incorporation into the contract of, your offer, certifies that pricing does not contain any cost related to the Consumption Tax. Questions concerning this matter should be directed to your local Japanese Tax Office.

7.5 Subcontract Management

The contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible for and accountable for subcontractor's performance on this requirement. The prime contractor will manage work distribution to ensure there are no Organizational Conflict of Interest (OCI) considerations. Contractors may add subcontractors to their team after notification to the Procuring Contracting Officer (PCO) or Contracting Officer Representative (COR). Cross-teaming may or may not be permitted.

7.6 Mission Essential Personnel / Tasks. Unless specified otherwise in this Performance Work Statement, contractors supporting this contract/order are not considered "Mission Essential" personnel (as defined in DFARS 237.76) who would be required during crisis or emergency operations.

7.7 Hazardous Materials and Safety. The contractor and its subcontractors shall comply with all applicable laws, including Public Law 91-596 (Occupational Safety and Health Administration (OSHA)) and DOD Directive 4715.1E, Environmental, Safety, and Occupational Health (ESOH). Contractor personnel performing services on a DOD installation shall participate in local Voluntary Protection Programs (VPP). Information on the VPP is available at http://www.osha.gov/dcsp/vpp/index.html.

7.7.1 Emergency Contact Information

Emergency: 911

Provost Marshall Dispatch: DSN 315-636-3332

Comm Japan: 098-970-5555, wait for dial tone and enter 636-3332

Comm US: +81-98-970-5555, wait for dial tone and enter 636-3332

Crash Fire Rescue: DSN 315-636-3515

Comm Japan: 098-970-5555, wait for dial tone and enter 636-3515

Comm US: +81-98-970-5555, wait for dial tone and enter 636-3515

7.8. Installation Access and Personnel Credentialing

7.8.1. Motor Vehicles. Vehicle licensing, registration, and insurance requirements must all be conducted in accordance with host nation law, USFJ Instruction 31-205, and applicable local installation policies.

7.8.1.1. Registration/Permits. Vehicle registration on Okinawa, Japan, is conducted with the Provost Marshal via the Joint Services Vehicle Registration Office (JSVRO) at Bldg. 5638, Marine Corps Base, Camp Butler. Information may be obtained at the JSVRO website at:

https://www.mcbbutler.marines.mil/Base-Information/Vehicle-Registration/, or by calling +81-

7.8.1.2. Registration Termination. Vehicle permits will expire upon termination date of this contract/order, expiration of an individual base pass or DBIDS ID, expiration of vehicle inspection sticker, or termination of their employment (whichever occurs first). Permits issued to individuals who overstay any of these authorized dates become void and invalid.

7.8.1.3. Insurance. Vehicle permitting procedures require that all vehicles, personal or corporate, must be properly inspected and insured in accordance with Japanese Compulsory Insurance (JCI) requirements. Additionally, for SOFA status personnel and U.S. corporate vehicles, the contractor or SOFA status individual is required to procure and maintain, during the entire period of performance under this contract, the following minimum insurance on each vehicle used by the contractor at the work site:

Automobile Property Damage Insurance Amount: ¥30,000,000 (or U.S. Dollar equivalents)

Bodily Injury Insurance Amount: ¥30,000,000 (or U.S. Dollar equivalents)

Prior to the commencement of work, the contractor shall furnish to the Contracting Officer a certificate or written statement of the above-required insurance for any and all corporate vehicles to be used. The policies evidencing required insurance shall contain an endorsement to the effect that cancellation or any material change in the policies adversely affecting the laws of the state in which this contract is to be performed and in no event less than thirty (30) days after written notice thereof to the Contracting Officer.

7.8.1.4. Road Laws. All personnel operating motor vehicles under this contract/order are subject to U.S. military installation regulations and Japanese Road Laws. Failure of the contractor, its employees, or its subcontractors to comply may result in revocation of driving privileges or other legal action.

7.8.1.5. Vehicle Disposal. Personnel protected under the Status of Forces Agreement (SOFA) are required by regulation to properly dispose of vehicles prior to departure from Japan. For individuals performing under this contract, the contractor may be held financially liable for vehicles abandoned or vehicles not disposed of properly, in accordance with vehicle regulations as agreed with the Government of Japan.

7.8.2. Personnel Access / Credentialing. Access to local installations is inherently required to accomplish specified tasks under this contract/order. The contractor shall therefore ensure all necessary actions are taken to obtain such access by its personnel in time to affect access in accordance with the requirements of the PWS and POP. Failure to complete such actions in a timely manner, some of which may occur prior to the POP or individual mobilization/relocation to the place of performance, shall not constitute excusable delay. Upon request, the Contracting Officer will provide a 'check-in' sheet that summarizes required actions.

7.8.2.1. Common Access Cards (CAC). N/A

7.8.2.2. Base Passes and/or Defense Biometrics Identification System (DBIDS) Cards. Personnel that do not qualify for CAC require an alternate credential for installation access, as governed by Marine Corps Installations Pacific Order 5512.2, which can be provided upon

(0)98-970-7481.

request. The process to request access requires approval from the Contracting Officer in an access request letter.

7.8.2.3. Return and/or Disposal of Access Credentials. The contractor's employees shall return to the applicable issuing office all base passes, DBIDS cards, and/or CAC, immediately upon termination of employment or completion of this contract and certification of receipt shall be obtained and submitted to the Contracting Officer. The Contractor shall submit a listing of employees terminated under this contract to the Contracting Officer within seven (7) days of the effective date of termination.

7.8.2.4. Status of Forces Agreement. Possession of a CAC or other credential does not, alone, determine the legal status of personnel performing under this contract. Additionally, unless specifically identified on the CAC, the credential does not necessarily authorize logistical support privileges such as commissary/exchange access. The individual status of personnel performing under this contract, and the privileges authorized, are governed in accordance with United States Force Japan Instructions (predominantly USFJI 64-100), applicable credentialing

regulations, and the information prescribed via DFARS clauses regarding Contractor Personnel in Japan, as contained herein.

7.9. Privacy Act. Pursuant to FAR clause 52.224-3, as incorporated, DoD requires agency-specific Privacy Act training as prescribed in DODM 5400.11-R. DODM 5400.11-R also prescribes required actions regarding information and privacy, which are applicable to the contractor and its personnel performing under this contract/order. The regulation may subject the contractor and/or contractor's personnel to criminal liability under Title 18, Section 793 and 7908 of the United States Code.

7.10. Key Control N/A

7.11. Travel. Travel costs are NOT reimbursable unless specifically provided for in this order/contract through an enumerated cost reimbursable Contract Line-Item Number (CLIN) entitled Travel.

7.11.1. Travel Pre-Authorization. All travel shall be pre-approved, in writing, by the Contract Officer or COR. The request shall include total cost, and itemized airfare, rental vehicle, per diem, mileage, parking, fuel, and toll charges. Travel requests will include the purpose of the trip and why VideoTeleConference (VTC) or phone conversations would not meet the business requirement. Costs for travel shall be billed in accordance with the regulatory implementation of Public Law 99-234 and FAR 31.205-46 Travel Costs

7.11.2 Authorized Travel. Authorized travel costs will only be reimbursed for:

- Contractor employees who otherwise perform direct day-to-day services at the designated place of performance under the requirements of this order/contract,
- Who has a need to travel to fulfill the performance of those duties, and
- Upon the direct request and written pre-approval of the Contracting Officer (KO) or appointed Contracting Officer Representative (COR)

7.11.3. Unauthorized Travel.
Travel costs are explicitly not reimbursable for the following:

- Relocation or initial mobilization costs, or any other travel not pre-approved by the KO or COR.
- Contractor personnel who indirectly support this order/contract (such as visiting management or supervisory personnel not otherwise providing on-site day-to-day support),

7.11.4. Foreign Travel. N/A

7.11.4.1.
Compliance with DoW Foreign Clearance Guide (FCG). Personnel performing under this contract who may be required to travel to other countries during performance, shall comply with all FCG prescriptions for each country to be visited. Access to the FCG can be found here: https://www.fcg.pentagon.mil/fcg.cfm . Contractors unable to access the site, or otherwise requiring assistance, shall contact the contracting officer, or appointed Contracting Officer Representative (COR) for assistance.

7.11.4.2.
Compliance with U.S. Indo-Pacific Command (INDOPACOM) and other directives. Contractor personnel traveling within the INDOPACOM Area of Responsibility (AOR) are subject to, and shall comply with, INDOPACOM directives related to such travel. Additionally, contractor personnel traveling in support of exercises, or other specified events and activities, shall comply with applicable travel instructions published for the designated area or event, as issued by General Order, Planning Conference Memorandum, Exercise Directive, Initiating Directive, or other similar correspondence.

7.11.4.3.
Personnel with security clearance are subject to additional requirements and shall consult with the supported command G-2 when contemplating and/or completing foreign travel.

7.11.5. Allowable Costs

7.11.5.1.
All travel shall be conducted in accordance with Federal Travel Regulations (FTR) and/or U.S. Department of State Standardized Regulations (DSSR).

7.11.5.2.
Reimbursement is strictly limited to only those direct costs authorized in FAR 31.205-46. Overhead and/or G&A expenses are not allowable.

7.11.5.3.
As indicated in FAR 31.205-46(a)(3)(iv), 31.205-46(a)(7), and 31.250-46(b), all costs must be supported by appropriate documentation and receipts provided to the KO/COR

SECTION II PERFORMANCE REQUIREMENT SUMMARY

Task	Performance Objective	PWS Reference	Performance Standard	Acceptable Quality Level	Surveillance Method	Incentive
Dismantle legacy baler system.	The contractor will dismantle / remove the legacy baler system in accordance with the PWS.	Section 3.1.1.(c)	Proper removal off all components associated with the legacy baler system currently installed at Recycling Center at Camp Hansen	Accuracy: 100%	100% Inspection	Payment
Installation of new baler system	The contractor will install the new baler system in accordance with the PWS.	Section 3.1.1(d)	Proper installation of all components associated with the new baler system	Accuracy: 100%	100% Inspection	Payment
Staff Training	The contractor will train recycling staff on before, during, and after operations along with maintenance and troubleshooting procedures.	Section 3.2, 3.3.(f)	Conduct comprehensive operational and safety training for all designated recycling staff.	100% attendance of scheduled staff. All trainees must pass a practical safety check.	Review of training logs, sign-in sheets, and signed safety competency checklists.	Payment. Milestone release of training funds. Training must be repeated at vendor's expense if staff fail basic safety checks.
Final Inspection	The Government and contractors will conduct a final inspection of new baler and its functions.	Section 3.1.1.(e)	Participate in joint final walkthrough, address punch-list items, and obtain formal sign-off.	Zero critical safety defects. All minor punch-list items resolved within 48 hours.	Physical walkthrough and review of the final sign-off documentation.	Final contract closeout and release of final payment retention.

END OF PERFORMANCE WORK STATEMENT

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