B300 Rm 351 3 SOPS Classroom Reconfiguration Statement of Work (SOW)

(Schriever Space Force Base, CO)

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1.0 Project

This is a new requirement to install furniture in Building 300 Room 351 (main area). This space currently consists of an open area divided into 3 semi-open areas, with workstations along each wall of those areas. The project requestor requires that this main area feature floor-to-ceiling modular dividers (indicated by the orange lines in Figure 1) to allow for 3 separate work areas, with the two classroom areas (left and middle areas) also featuring sliding doors. 50 CES fire and electrical representatives have confirmed that this project will not require additional work or approval through them. This requirement is low risk.

This requirement includes the following: the removal and disposal of the existing cubicle furniture; the relocation of the existing freestanding furniture; the installation of new furniture to meet mission needs; and the connection of the new furniture to power sources.

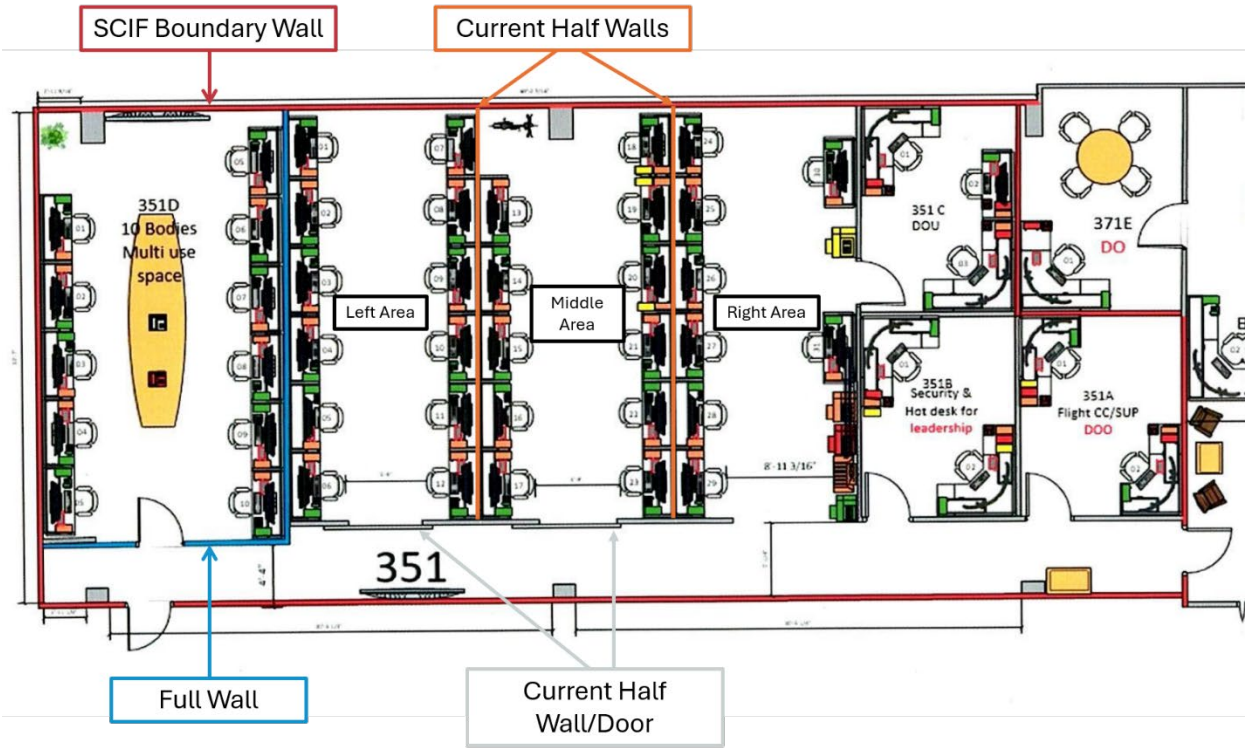

Figure 1. Current Layout

2.0 Scope

2.1 For this project we require:

2.1.1 The removal and disposal of existing desks, chairs, and wall furniture.

2.1.2 The installation of floor-to-ceiling (9 ft.) noise dampening modular walls to divide classroom spaces.

2.1.3 The installation of sliding doors fully integrated into the modular wall systems for each of the two (Left and Middle) classroom areas.

2.1.4 The installation of new desk furniture and chairs oriented to face the "SCIF Boundary Wall" side of the room. The Contractor must install the same number of desks and chairs that were removed.

2.1.5 Assess and execute necessary modifications to existing infrastructure. This may include coordinating with Civil Engineering (CE) for adjustment of power access points.

2.2 Additional Information:

2.2.1 The schedule of site preparation and installation must be sequenced as below to accommodate work schedules and minimize disruption.

i. Phase 1 – Site & Infrastructure Preparation: Complete any necessary ceiling modifications, lighting relocations, and CE assessments for fire suppression. Ensure the immediate installation footprint is clear. Carpet and baseboards will not be replaced.
ii. Phase 2 – Removal and disposal of existing modular half walls, chairs, and desk furniture.
iii. Phase 3 – Construct new, full height modular walls, install sliding doors, and install new chairs and desk furniture for all designated classroom areas. The vendor will ensure any required electrical or infrastructure work is performed by qualified personnel and in compliance with 50 CES.
iv. Phase 4 – Complete clean-up and removal of all packing materials, installation debris, and supplies from the site.

2.3 Description of Products

2.3.1 Floor-to-ceiling modular wall panels and commercial-grade sliding doors (including all necessary hardware and tracks) required to enclose each classroom space.

2.3.2 Ensure desks are free standing and not mounted to the modular walls while maintaining OSHA standards for minimum individual desk and walking space.

2.3.3 Ensure additional panels and furniture match or complement existing furniture in the building.

2.4 Once the contract has been awarded, it becomes the responsibility of the Contractor to validate the actual site conditions as well as any specific programming needs of the customer. It is understood that the actual site parameters or certain customer requirements may deviate from the standard typical layouts; therefore, any deviation that causes an increase in the price submitted during the bid process must be documented in writing and submitted to the Contracting Officer for review, along with a floorplan reference to show just cause.

3.0 Description of Services

3.1 General Services

3.1.1 Coordination and management of all new products, equipment, and people required to create, deliver, and install new systems and modular furniture within a Space Force location. This includes ongoing servicing of any items defective due to manufacturing error as well as for replacement or repair of any damaged item after purchase.

3.1.2 The Contractor must be responsible for all personnel, equipment, tools, materials, supervision, storage, assembly, transportation, incidentals and all other items and services necessary to provide and install modular walls and sliding doors.

3.1.3 The Contractor must be knowledgeable of and must comply with all applicable federal, state, and local laws, codes, permits, DoD, AF, USSF, and base requirements and instructions required for the performance of the duties in this SOW.

3.1.4 The Contractor must ensure policies and procedures are established that protect the safety and welfare of customers, employees, and the community to minimize or eliminate safety or environmental risks. These policies must be in compliance with Federal and Installation policies and procedures.

3.1.5 The Contractor must provide a contract manager who will be responsible for the performance of the work. The name of this person and an alternate or alternates who must act for the Contractor when the manager is absent must be designated in writing to the Contracting Officer (CO) within 10 days after contract award. The contract manager or alternate must have full authority to act for the Contractor on all contract matters relating to the daily operations of this contract on the installation.

3.1.6 The Contractor must provide a Project Manager with a minimum of 3 years of experience installing your company's product, responsible for project site management, scheduling, coordination, and technical assistance to the Air Force representative as required throughout the project. Resumes and letters of intent must be provided upon request.

3.1.7 Any electrician provided by the Contractor must be a licensed electrical contractor. The electrician will be paid in accordance with Davis-Bacon wage determination CO20260022.

3.1.8 The Contractor must submit a complete list of personnel in accordance with installation policy, including deliverymen, who will be expected to work on the installation. This list will contain Privacy Act information as required as well as the expectation that each individual will be able to present a current and valid state/federal identification complying with the REAL ID Act, to meet local Air Force security requirements. Please note that many installations require this information be coordinated days in advance.

3.1.9 The Contractor must not employ persons for work on this contract if such employee is identified to the Contractor by the CO as a potential threat to the health, safety, security, general well-being or operational mission of the

installation and its population. Contractor personnel must present a neat appearance and be easily recognized as Contractor employees.

3.1.10 The vendor must manage ordering, shipment, delivery, and installation of all new furniture from manufacturer to final acceptance by the designated Government Acceptor.

3.1.11 The Contractor must provide customer service during normal duty hours, 0730-1630 hours, Monday through Friday; except for federal holidays.

3.1.12 Recognized US Federal Holidays are as follows: New Year's Day, Birthday of Martin Luther King Jr., Washington's Birthday, Memorial Day, Juneteenth National Independence Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day and Christmas Day. If the holiday falls on a Saturday, it is observed on Friday. If the holiday falls on Sunday, it is observed on Monday. Family days, in conjunction with holidays, will need to be identified and ensured no work is done on those days.

3.1.13 When the Contractor desires to work other than standard times, a written request must be submitted to the Government Acceptor for approval. Written approval from the Contracting Officer must be received before proceeding with the work. The request must be submitted at least five (5) work days prior to the proposed performance of work, and it must indicate the day/days, time/amount of work, and reason why performance is necessary during nonstandard hours.

3.1.14 The Contractor must provide alternate work locations for employees or allow employees to take vacation during designated Government non-work days or other periods where Government offices are closed.

3.1.15 All Air Force inquiries must be responded to by a Contractor representative within two business days.

3.1.16 Meetings may periodically be held between base personnel and Contractor management to discuss contract status. The CO will notify the Contractor in writing in advance of the place and time of required meetings.

3.1.17 Vehicle registration, proof of insurance and a valid driver's license must be presented to gain base access.

3.1.18 The Contractor must be responsible for coordination of an escort through any controlled areas through the assigned Government Acceptor.

3.1.19 Lost vehicle and entry passes must be reported immediately to the Security Police, as well as the Government Acceptor, in accordance with the local security forces policy.

3.1.20 The Contractor must be responsible for any storage of all new modular walls, doors, components, parts, and assemblies prior to and during installation in accordance with the agreed upon delivery schedule.

3.1.21 The only travel required will be from Schriever SFB parking to RA Bldg. 300.

3.1.22 The Contractor must maintain the capability to surge in the event of unforeseen circumstances such as extended duty hours, travel, classes and education, and mission related surges.

3.1.23 The Contractor must maintain continuity between the support operations at the Colorado Office and all other assigned performance locations and the Contractor's corporate offices. The Contractor must provide the necessary resources to manage and administer the contract. The Contractor must, at a minimum, maintain a single point of contact for this effort to be available in person to the Government Acceptor, during the same business day.

3.1.24 The Contractor must provide for the management and support of personnel, to include: making necessary arrangements for employees required to travel; supporting personnel co-located on the Colorado Office and other locations specified with additional resources, expertise, advice; necessary infrastructure to support work to be accomplished off-base; conducting personnel meetings; providing administrative support for employees in a timely fashion; and providing facility and staff security requirements.

3.2 Design Work

3.2.1 Provide professionals versed in programming, space planning, and product specification, and able to communicate product capabilities to the customer to ensure products purchased meets the requirements.

3.2.2 As a part of the request for proposal and quote process, the Contractor will propose products and a design that takes into account site layout considerations, as well as other information gathered during initial customer review at the discounted price upon which the award will be based.

3.2.3 RESERVED

3.2.4 The Contractor must provide design services, including space planning, site verification, material selection, and programming as necessary for the project.

3.2.5 The Contractor must define and furnish the necessary hardware, software, and all other equipment necessary to accomplish design tasks. Standard equipment in addition to the hardware and software must include but not necessarily be limited to: reproduction machines, plotters, paper, pencils, fax machines, and office furniture.

3.2.6 The Contractor must be responsible for collection of information relevant to the design/redesign of a space. Examples could include personnel interviews, questionnaires, and walk-through inspections of the facility.

3.2.7 Services must include site evaluation to ensure proper fit of the modular walls within the given space and that all structural and other anomalies are taken into account.

3.2.8 Design must ensure that all outlets included in the design are accessible to the user, free and clear of obstacles.

3.2.9 Design must ensure that no existing wall outlets or thermostats are covered or concealed by panels or other modular walls.

3.2.10 Design must consider utilize wall mounted applications where possible.

3.2.11 The Contractor must utilize any existing government product to its maximum as applicable when project includes add-on parts to existing systems furniture.

3.2.12 All designs of modular wall layouts, including original designs and any subsequent redesigns, must be accomplished by qualified professional designers and should have three years experience using software similar to that proposed for this contract.

3.2.13 The Contractor must meet with the GPM to review the installation drawings prior to submission of any revised price quote.

3.2.14 The Contractor must provide additional drawings of furniture layouts, if requested by the GPM on a non-rewritable CD or DVD in both .dwg and .pdf formats unless otherwise specified in the contract.

3.2.15 The hardware and software must perform computerized inventory, computer-aided design, automated take-off function, and report generation for all product purchased. The software for this contract must be compatible software for AutoCAD and Microstation. The software must be fully compatible with Microsoft Windows, the most current version.

3.2.16 Design service must include an initial complete design with up to two additional minor revisions prior to final approval.

3.2.17 Designs of each location must include a Basic component floor plan sheet in which all systems furniture and workstation is tagged: to include graphic symbols for all major hanging components as determined by the Government. This design sheet must include station numbers and movable wall and associated product locations, in 1/4" = 1'-0" scale.

3.2.18 Designs of each location must include a Panel and Hardware Layout sheet to include all finish colors and fabrics, panel widths (30", 36", 42", etc.), in 1/4" = 1'0" scale, in addition to display hardware, keys, and locksets.

3.2.19 Within ten (10) workdays after the final design has been accepted by the base requesting organization, a Bill of Materials detailing all inventory, and (3) copies of all plans including basic floor plan, movable wall, panel, and electrical layouts will be provided to the GPM for the project.

3.2.20 The Contractor must maintain an updated, automated master copy of all furniture layouts (designs/redesigns) accomplished under this contract for the duration of the warranty, after Government acceptance of the project.

3.2.21 Drawing changes required to a layout due to contractor errors or omissions must be the responsibility of the Contractor and the corrected drawing and bill of materials must be delivered to the Government within three calendar days of the request.

3.2.22 Contractor must provide the GPM a copy of the installation drawings and Bill of Materials via mutually agreed upon electronic media.

3.2.23 Contractor must make the Government aware of any discrepancies to existing conditions not previously identified.

3.2.24 Design must conform to the parameters established in the Architectural Barriers Act regarding accessibility of persons with disabilities.

3.3 Product Markings/Documentation/Tools

3.3.1 All documentation (Owner's manuals, warranty information, assembly instructions, maintenance and care instructions, operating instructions, etc.) must be provided to and reviewed with the Government Acceptor and/or Government Project Manager upon completion of the installation.

3.3.2 Special assembly tools (security hardware wrench, spare parts provided with the furnishings, etc.) must be provided to the Government Acceptor and/or Government Project Manager prior to final Government acceptance of products and services.

3.4 Delivery Services

3.4.1 Transportation of all new products, loading, unloading, storage, and all necessary movement from factory to final onsite set-up.

3.4.2 The Contractor Project Manager must be responsible for on-site coordination of all staging and deliveries, to include access to and operation of any equipment needed for unloading and movement of materials or product. This includes any products obtained from suppliers other than the holder of the Tier I agreement.

3.4.3 Contractor must be responsible for determination of the appropriate delivery method and handling, based on site conditions to include the nonexistence of loading docks and equipment at any given location. Special circumstances may be identified by and negotiated with the Contracting Officer.

3.4.4 Delivery must be in accordance with the terms of the Contractor's agreement. If the ordering activity designates an accelerated delivery schedule it will be identified in the contract.

3.4.5 A maximum of 30 days storage for new products must be included in the Contractor's agreement.

3.4.6 Work must comply with applicable building standards and codes, specifically: National Electrical Code (National Fire Protection Association (NFPA 70) and National Life Safety Code (NFPA 101).

3.4.7 The Contractor must be responsible for following all safety and security guidelines within the area in which work is being performed, to include securing any Contractor owned tools or equipment and any on-site storage being utilized.

3.4.8 Escorting personnel must maintain accountability and control of any keys provided and must maintain accountability via the sign-in/out sheet in the S4 office. Duplication of keys or other means of access is not authorized.

3.4.9 Escorting personnel will prevent contractor personnel from entering any area other than the designated work area. Contractors must adhere to Schriever SFB escorting procedures.

3.4.10 Escorting personnel must ensure that the workspace has been sanitized for any information CUI or above.

3.4.11 The Contractor must maintain a means of egress within all designated work areas to comply with fire codes.

3.4.12 The Contractor must ensure its personnel eat, drink, or smoke only in designated areas.

3.5 Installation and Removal Services

3.5.1 Manufacturer-certified professionals are to install modular walls, desks, chairs, and sliding doors per the approved design drawings.

3.5.2 Contractor must provide or have capability of obtaining support services to include removal and warehousing of the proposed modular walls and sliding doors.

3.5.3 The Contractor must appoint an authorized representative who will be the company's senior representation on site for all customer communication and enforce compliance of all requirements for the project. This representative must have a physical presence during any delivery and throughout installation unless agreed to by the GPM.

3.5.4 The Contractor representative must meet with Government Acceptor and/or Government Project Manager to review the installation drawings prior to installation.

3.5.5 The Contractor must install modular walls in accordance with each requirement statement and basic component floorplan, panel plan, and electrical plan, designed and provided by the Contractor with each purchase.

3.5.6 Contractor must be liable for any damage to government property caused by the Contractor or their representatives.

3.5.7 During installation the Contractor must protect all furniture and building materials to include carpet existing within the space with industry approved protective coverings including craft paper, moving blankets, and such type material. The Contractor must not use protective materials that will leave any type of residual print, outline, or imaging on any furniture or building materials. Contractor must not repair damage to finishes unless directed by CO but will be responsible to pay for damages. The Government will make repairs and back charge the installation Contractor.

3.5.8 Services must include product transportation of existing inventory as required.

3.5.9 Services must include inspection of products for shipping damage. If damage is found it must be the responsibility of the Contractor to notify the authorized Government representative and make all arrangements for replacement or repair

of the item(s) damaged. Damaged items are not to be installed unless otherwise directed by the Government Acceptor.

3.5.10 Services must include assembly of new product(s) to conform to final Air Force-approved design drawings.

3.5.11 Services must include assembly of product(s) to conform to final CO-approved design drawings.

3.5.12 Installation of new systems and modular furniture must be under the oversight of an onsite manufacturer-certified installer. Resumes and letters of intent must be provided for these employees.

3.5.13 The Contractor must ensure that all communication outlet faceplates are provided with the modular walls, based on the unique specifications of the IT requirements at that location.

3.5.14 Services must include removal of packing materials from the installation and cleaning of product(s), including steam cleaning reused panels and thorough cleaning of all products.

3.5.15 Services must include removal of all excess product(s) and transport to the GPM-approved warehouse or other location as specified.

3.5.16 Light fixtures must have appropriate lamps and be in working order.

3.5.17 Prior to acceptance, the Contractor must clean all new furniture only with the manufacturer's recommended cleaning agents/products.

3.5.18 The Contractor must provide all new components completely assembled, installed, and operational, including keys in each lock set.

3.5.19 New furniture, equipment, and accessories must be level, square, and in proper alignment with adjoining furniture.

3.5.20 The Contractor must inspect to ensure the new furniture is free of surface dirt and defects, that installation is complete, and the new furniture is ready for use.

3.6 Inspection/Acceptance Checklist

3.6.1 Validation between the Contractor and the Government Acceptor that all product has been installed according to manufacturer guidelines and customer specifications.

3.6.2 A post-installation walkthrough must be coordinated with the Contractor’s authorized representative and Government Acceptor and/or Government Project Manager.

3.6.3 All areas requiring correction must be documented in a punch list by the Contractor and provided to the GPM upon completion of a joint walkthrough by the Contractor and the GPM. No payment will be authorized while punch list items remain open.

3.6.4 A final walk through will be performed with the Contractor and the GPM and the CO to ensure all punch list items have been addressed to the satisfaction of the Government.

3.6.5 Upon completion of all contract requirements, the Contractor will submit to the Government Acceptor the Inspection acceptance documentation of completed Items under Scope of work 2.0. The Government Acceptor will complete the Inspection/Acceptance Checklist and return it to the Contractor. The Contractor may then submit a final invoice in the Wide Area Workflow system (WAWF) (https://wawf.eb.mil/) and will attach an electronic copy of the signed Inspection/Acceptance Checklist to the invoice submission.

4.0 Product

4.1 Monolithic Panels and Components

4.1.1 The Contractor must supply all parts and components needed to fulfill the project as referenced in Section 2.0.

4.2 Stackable Panels and Components

4.2.1 The Contractor must supply a stackable panel system product as referenced in Section 2.0.

4.3 Hoteling/Collaboration Furniture

4.3.1 The Contractor must supply furniture products as referenced in Section 2.0.

4.4 Demountable Walls

4.4.1 The Contractor must supply demountable wall products as referenced in Section 2.0.

5.0 Government Furnished Support

5.1 Base support includes Government-controlled working space and utilities.

6.0 Site Conditions

6.1 Standard site conditions must be considered those that include:

6.1.1 Free and clear hard surface access to the receiving and installation location during regular working hours

6.1.2 Parking and off-loading area suitable for access by a semi-trailer combination or truck within 100 feet of the building entrance closest to product installation area

6.1.3 Force Protection Level of Schriever SFB is Bravo. This requires delivery and installation personnel to get base access in order to complete this project

6.1.4 A staging area adequate to sort, stage, and uncrate products along with a waste receptacle suitable for disposal of materials

6.1.5 Includes electric power, working lights, heating and air conditioning, and access to a working freight elevator if location is on a floor other than the first floor

6.1.6 Current and correct CAD drawings of the building shell

6.1.7 A building ready for the installation of modular walls and sliding doors (i.e. other tasks such as painting and flooring are complete so as not to cause any delays in performance)

6.2 Contractor must notify the CO of any deviations from the above standards, as well as any requests for equitable adjustment to the contract price based on a condition not available at site visit.

7.0 Voluntary Protection Program (VPP) & Safety

7.1 Voluntary Protection Program: The Air Force is part of the AOSHA VPP. All Contractors are required to familiarize themselves with the requirements of the VPP. Information on VPP can be accessed at **http://www.osha.gov/desp/vpp/index.html**.

7.2 An Applicable Quality Control Plan must identify the processes and procedures the Contractor will use to track compliance with the Safety and Health Plan, and the process and procedures that will be used to correct violations. Upon award of the contract, the Contractor working will have a safety and security brief by the Delta 9 Safety officer and Delta 9 Security Assistant.

8.0 Base & Installation Specifics

8.1 All commercial trucks must submit a Schriever SFB Vehicle Access Request Form no later than 3 days prior to coming onto base. When coming to base, come to the Visitor Center located off Enoch Road to get a visitor pass and then enter the base through the West Gate near the intersection of Curtis and Irwin Road for inspection. In accordance with the Installation/SBD-41 base entry procedures, delivery personnel must adhere to delivery vehicle process requirements mandated by the SBD-41 IDP 31-1. Once at the West Gate, the driver must have a current pass from the Visitor Center and be able to show the following documents:

8.1.1 A current Vehicle Registration

8.1.2 Current Proof of Insurance

8.1.3 A valid and current Driver's License for the driver

8.1.4 A valid and current Driver's License or other State Identification for any passenger(s) in the vehicle

8.2 Gate Procedures:

8.2.1 Once at the West Gate commercial vehicle inspection port, be prepared to exit the vehicle and allow for vehicle inspection. At this time, you may ask for directions to your final destination.

8.2.2 If the final destination requires the driver to leave the West Gate, and re-enter the base through an alternate gate, the pass received will be sufficient documentation for entry into both gates, within a pre-established time directed by the Security Forces representative.

8.2.3 Arrival at the appropriate gate after the designated allotted time will result in non-admittance to the installation.

8.2.4 This procedure will occur each time a commercial truck requests access to the base.

8.3 Current Bill of Landing (BOL) to get delivery driver and the vehicle on base. BOL must include the AF installation name, date of anticipated delivery, and specific destination (including building number, street address, and point of contact information).

8.4 Personnel should have the following items when entering the installation:

8.4.1 Current Registration for all vehicles

8.4.2 Current Proof of Insurance for all vehicles

8.4.3 Valid driver’s license for each driver

8.4.4 Valid driver’s license or other state identification for each passenger

8.4.5 Depending on the current Force Protection Condition, a Government representative may be required to sponsor those people in person at Pass & ID, 1560 Enoch Road, Colorado Springs, CO 80930.

8.4.6 The sponsor must state the guest's purpose and destination. It is the responsibility of the Contractor to validate this need with their Government POC prior to their arrival so as to coordinate the arrival time accordingly. Sponsors may request that a pass be applicable for multiple days if needed.

8.5 To sponsor 10 or more people, a typed list of those people must be submitted by the Government Acceptor in Word or Excel format, stating LAST NAME then FIRST NAME of each person. The sponsor must submit that list to Pass & ID, 1560 Enoch Road, no fewer than three days prior to the anticipated arrival. Names listed must be complete names, (no nicknames), and correspond to the names on the state ID for each person.

8.6 Mission Essential Services: Contractors are not considered mission essential.

8.7 Prohibitions: Firearms may not be brought on base under any circumstances. Individuals with criminal records are not allowed on base. Contractor personnel are prohibited from sponsoring guests onto the installation.

9.0. APPENDICES:

A. SECURITY REQUIREMENTS

B. ENVIRONMENTAL

C. DAF MANDATORY GUIDANCE

APPENDIX A SECURITY REQUIREMENTS

INSTALLATION ENTRY CONTROL PROCEDURES FOR ALL CONTRACTORS

Compliance: The Contractor must comply with all Space Base Delta 41 security requirements. Schriever SFB includes controlled and restricted areas, and special security procedures are utilized to deter espionage, sabotage, and theft of Air Force resources. The Contractor must be responsible for the security of its work areas in cooperation with applicable base agencies. All contractor personnel must have legal United States residency and work authorization status. The Contractor must be responsible to verify legal work status in accordance with U.S. Code, Section 274a.2, regarding the I-9 (Employment Eligibility Verification Form).

A.1. Base Access:

A.1.1. Verify/identity before entry: 50 SFS personnel will verify the identity and entry authorization of each contractor employee and vehicle at Schriever SFB Visitor Center, located at building 15, and the Enoch Gate (north entrance to the base), and may conduct a search of any baggage, articles, or vehicles on Schriever SFB.

A.1.2. Denying entry to Schriever SFB: The Space Base Delta 41 (SBD 41) commander reserves the right to deny entry to Schriever SFB to any person who fails the background check.

A.1.3. Vehicle Passes: The Contractor must request vehicle passes for all vehicles used in the performance of this contract through the 50 CES Security Manager. Once requested, vehicle passes will be retrieved by the Contractor at the Schriever SFB Visitor Center. The Contractor must provide proper state registration, proof of insurance, and valid driver's license in order to register the vehicle and drive on base. All vehicles will be used in accordance with DAFI 31-218_SCHRIEVERSFBSUP, Schriever SFB Motor Vehicle Traffic Supervision. All vehicles attempting to gain access to Schriever SFB must be available for inspection. All commercial vehicles will present themselves at the Schriever SFB West Entry Gate for inspection prior to gaining access to Schriever SFB. Additionally, commercial vehicles entering the Restricted Area (RA) must enter through the West Vehicle Entrapment for a second inspection prior to entry of the RA.

A.2. Restricted Area (RA) Access: The Contractor must manage Restricted Area (RA) access so that personnel entry, movement, and departure within the Schriever Space Force Base Restricted Area remain under continuous, deliberate control. Contractor personnel must uphold escort responsibilities, ensure visitor badges are used and safeguarded in accordance with base security requirements, and report and resolve any badge related discrepancies in accordance with installation security procedures. The Government will assess performance based on the Contractor's ability to maintain accountability of all contractor and visitor personnel, minimize access related security incidents, and support the installation's overall security posture for mission critical operations. If contract performance requires RA access and the Government determines that an individual's RA access must be withdrawn for security related reasons, the Contractor must remove that individual from performance under this contract in any capacity requiring RA access.

A.2.1. Unescorted Access: Contractor personnel may be eligible to receive unescorted access to the Restricted Area (RA) with an RA badge (Restricted Area badge), which is a controlled credential they must earn and safeguard to maintain secure access to mission-essential resources. Personnel must complete escort official training and pass the required test, as documented by the unit security assistant in accordance with installation security procedures, before becoming eligible for RA badge issuance. After these requirements are met, 50 SFS at the Visitor Center issues the RA badge, which must be worn visibly above the waist while in the RA and protected from loss or misuse; abuse of RA privileges may result in loss of unescorted access and removal of the individual from performance under this contract.

A.2.2. Restricted Area Escorted Entry: Employees who do not possess unescorted entry authority must be continuously escorted while in the Schriever SFB Restricted Area. Restricted Area visitor badges are issued on a daily basis only to individuals requiring access who do not have an RA badge and must be returned to Building 200 North Entry Control Facility (NECF) at the end of each workday or upon departure from the Restricted Area, whichever occurs first.

A.2.2.1. Visitor Badges: Contractor employees who require entry into the Schriever SFB Restricted Area, but do not have unescorted entry authority, must be issued a Restricted Area visitor badge and must remain under continuous, direct surveillance of a contractor employee holding a permanent RA badge with escort authority. Contractor employees entering the Restricted Area will obtain their visitor badge from 50 SFS at Building 200 North Entry Control Facility (NECF). The visitor badge must be returned to the NECF each time the individual departs the Schriever SFB Restricted Area.

A.2.2.1.1. While within the Restricted Area, contractor personnel must display the visitor badge on their outer garment above the waist and must remain at all times within the line of sight and under positive control of the escort official. The escort official must verify the identity and official need of all visitors, provide the required escort briefing prior to entry, and search hand-carried items (and vehicles, if applicable) before entering the Restricted Area. Items not required for use in the Restricted Area must be secured by the escort and will not be left at the Entry Control Facility. The escort official will enter the Restricted Area through the designated entry control point or portal, followed by each escorted person processing through that portal one at a time. Once inside the Restricted Area, the escort official is responsible for the conduct of the visitor and may transfer escort duties only to a person authorized for unescorted entry. Escorted personnel will depart the Restricted Area through the special portals before the escort official.

A.2.3. Reporting of Lost Badges: The Contractor must ensure any lost RA or visitor badge is reported to the COR as soon as the loss is discovered during the workday, but no later than the end of that duty day. If the COR is not available, the contractor must report the loss to 50 SFS at Building 200 North Entry Control Facility (NECF) by the end of that duty day. If the loss is discovered while off base, the contractor must notify the COR or 50 SFS at Building 200 NECF upon the individual's next arrival at the RA. A replacement badge will not be issued until all required reporting procedures are satisfactorily completed.

A.2.4. Photography: All contractor employees, including subcontractor employees, must comply with policies pertaining to the use or prohibition of electronic recorders, devices, cameras, etc. If the Contractor is required to take photographs or videos on a Government Installation, the Contractor must obtain written permission from 50 SFS. Procedures for taking photographs within the RA are established to ensure that only authorized personnel take photos and only for authorized purposes. Photographs, drawings, videotaping, sketches, or any like method of recording operations within the RA for other than approved official use is strictly prohibited.

A.3. Anti-Terrorism/Force Protection: The contractor must adhere to local installation security and force protection postures. Ensure compliance with installation real-world antiterrorism/force protection (AT/FP) measures, traffic laws, and prohibitions against carrying firearms on the installation. Favorable completion of National Crime Information Center and local files checks is required to affording individuals access to the installation. The Contractor must ensure all personnel employed in the performance of the contract, or any representative of the contractor entering the installation, must abide by all applicable security regulations and base policies concerning entry/access to the installation. The Contractor and its employees are offered AT Level I training through https://jko.jten.mil/, or through https://atlevel1.dtic.mil.

A.4. OPSEC Training: All contractor employees must receive OPSEC training before beginning performance on the contract. Record of initial, annual, and remedial OPSEC training will be kept by the Unit OPSEC POC, security manager/assistant, or the COR. OPSEC training is available through STEPP at https://securitytraining.dcsa.mil/enrol/index.php?id=227. This website does not retain records of completion, contractor employees are encouraged to maintain a copy of their certificate of completion for their own records. Additional OPSEC training specific to the requirement will be provided by the unit OPSEC manager if necessary.

APPENDIX B

SSFB ENVIRONMENTAL SUPPLEMENT

FOR ALL PROJECTS ON SSFB, CO

1.0 ENVIRONMENTAL ISSUES

1.1 Activities implemented, in whole or in part, with federal funds must comply with applicable legislation and regulations established to protect the human or physical environment. The Contractor must remain in compliance with federal statutes during the performance of the contract, including but not limited to the Clean Air Act (CAA), Clean Water Act (CWA), Endangered Species Act, Resource Conservation and Recovery Act (RCRA), and other applicable laws, regulations, and requirements.

1.2 SSFB must comply with all Environmental Laws and Regulations as set forth by Federal, State, Department of Defense, Air Force and any other mandated requirements for Federal installations. As such, all SSFB personnel must track all chemicals (hazardous materials), air emissions, storm water, construction and demolition (C&D) debris, and waste/byproducts/excess materials transported, managed, used and disposed from any part of this installation. This requirement is for all installation organizations, workplaces, work centers, shops and for all Contractors doing any work on the installation. Contractors must investigate, comprehend, and comply with all environmental rules, regulations, and permits applicable to their chosen method of accomplishment of the work under this contract. The Contractor is responsible for any fees for the work that needs to be accomplished and also fees that may be required due to permit violations.

1.3 The Contractor must be responsible for, insure and hold the Government harmless for all spills, releases, emission, and discharges of any toxic or hazardous substance, any pollutant, or any waste, whether sudden or gradual, caused by or arising under the performance of this contract. This applies to any substance, material, equipment, or facility utilized by the Contractor. For the purposes of any environmental statute or regulation, the Contractor will be considered the "operator" for any facility used in the performance of the contract, and will indemnify and hold the Government harmless for the failure to adhere to any applicable law or regulation established to protect the human or physical environment. The Contractor must be responsible in the same manner as above regardless of whether activities leading to or causing a spill, release, emission or discharge are performed by the Contractor, its agent or designee, an offender, visitor, or any third party.

2.0 HAZARDOUS MATERIAL/ WASTE MANAGEMENT

The following is a breakdown of all required information that deals with the transport, use and disposal of any hazardous chemicals and waste materials on or from the installation.

2.1 HAZARDOUS MATERIALS

Contractors using any type of hazardous materials (HM) on SSFB must comply with the review and approval process and shall provide the Contracting Officer (CO) with a list of proposed materials that it plans to use on the installation during the performance of the contract.

2.2 No later than 30 days after the contract start date but prior to performance on this contract, the Contractor must provide to the CO a copy of the 3952 Form, SSFB Hazardous Material Tracking Form - Material and Approval Submittal, listing all materials that will be utilized during the contract period as well as the current Safety Data Sheet (SDS). This 3952 Form is local to SSFB and must be provided by the CO to the Contractor. The 50th Civil Engineering Squadron Environmental Management Element (50 CES/CEIE) will determine if any of the proposed materials are classified as hazardous and are covered under Emergency Planning and Community Right-to-Know Act (EPCRA) (42 U.S.C. 11001-11050). If they fall into this category 50 CES/CEIE will issue an authorized use list to the CO for this Contractor.

2.3 Once on site the Contractor must report through the CO to the 50 Logistics Readiness Flight (LRF) HM pharmacy located at building 613 to get approved barcode tracking labels for all HM. The Contractor must maintain a file of all SDSs during the performance of this contract. Any HMs not utilized by the Contractor must be taken off SSFB as soon as the project ends.

2.4 If additional HM is required during the course of the contract or if there is a change to existing HM, the Contractor must update the 3952 Form and provide a SDS for each HM through the CO to 50 CES/CEIE. The Contractor must submit the new authorization request no later than (NLT) 15 days prior to delivery of the HM onto SSFB.

2.5 For each Contractor-identified chemical that 50 CES/CEIE determines does not meet the definition of a HM, EPCRA requirements do not apply. 50 CES/CEIE will notify the CO that the Contractor has authorization to bring and use that material on the installation without reporting usage use unless required under Green Procurement Program or specifications requiring data submittals.

2.6 The main Contractor is responsible for reporting all sub-contractors HM usage from the date of hire throughout the duration of their contract through the CO to 50 CES/CEIE. No HM, lubricants, oils, liquids or related materials must be deposited in the refuse containers on the installation.

2.7 The Contractor must not use products that are, or contain Diisocyanates, Dioxins and Dioxin-like Compounds, Extremely Hazardous Substances, Ozone Depleting Substances (ODS), CFCs or Persistent Bio-accumulative and Toxic chemicals. Any HM containing any of these banned substances will not be allowed on the installation.

2.8 If the HM request is for a Class I ODS, 50 CES/CEIE will ensure there is an applicable and current Air Force Senior Acquisition Official (SAO) approval for contract Class I ODS requirements before approving the HM authorization and made available to the Contractor. The CO will also maintain a copy of the SAO approval in the contract file as required by DAFMAN 32-7002, Environmental Compliance and Pollution Prevention.

2.9 Reporting Requirements: The Contractor must submit all information needed by the base to comply with the following:

a. Emergency planning reporting requirements of Section 302 of EPCRA.

b. Emergency notice requirements of Section 304 of EPCRA

c. List of Safety Data Sheets required by Section 311 of EPCRA

d. Emergency and hazardous chemical inventory forms of Section 312 of EPCRA

e. Toxic chemical release inventory of Section 313 of EPCRA, which includes the reduction and recycling information required by Section 6607 of PPA

f. Toxic chemical reduction goals requirements of Section 3-302 of Executive Order 12856

g. Pollution Prevention and Right-to-Know Information as per the RFO 52.223-5

h. Executive Order 13148, Greening the Government through Leadership in Environmental Management

i. Executive Order 13423, Strengthening Federal Environmental, Energy and Transportation Management

Note: No hazardous or potentially hazardous material may be brought onto the installation without full compliance with all authorization, approval, and reporting requirements specified in the Federal, DOD and Air Force regulations or local supplements.

2.2 DISPOSAL OF WASTES (NON-HAZARDOUS, RECYCLABLES, SPECIAL, AND HAZARDOUS) GENERATED

2.2.1 The Integrated Solid Waste Management Plan (ISWMP) is a comprehensive approach to managing non-hazardous solid waste. It encompasses waste prevention, recycling, composting, and disposal programs. Through the ISWMP, Air Force installations or facilities seek to determine the most cost effective, energy-efficient, least-polluting ways to deal with their waste streams in order to protect human health and the environment. As applicable, the ISWMP will be briefed to the Contractor.

2.2.2 Non-Hazardous Wastes: Non-hazardous solid waste is regulated under 42 U.S. Code Chapter 82 – Solid Waste Disposal - Resource Conservation and Recovery Act (RCRA) Subtitle D, 40 CFR Part 239-259 and set minimum federal criteria for the operation of municipal waste and industrial waste landfills, including design criteria, location restrictions, financial assurance, corrective action (cleanup), and closure requirement. States play a lead role in implementing these regulations and may set more stringent requirements. In absence of an approved state program, the federal requirements must be met by waste facilities.

2.2.3 The Contractor must transport and dispose of all non-hazardous wastes to a permitted facility or other disposal facility permitted by the state in which the disposal facility is located.

2.2.4 Recyclables: Scrap metal (copper, copper wires, aluminum, stainless steel, etc.) recovered during contracting activities must be disposed by Contractor in appropriate SSFB scrap metal recycling bins located in the following locations:

Scrap Metal - East of Bldg. 613 and Southeast of Bldg. 720 Copper Wire - Southeast of Bldg. 720

2.2.5 Special Wastes: Special wastes are any wastes that are non-hazardous yet have to be stored, transported, and/or disposed of in a special manner, for example, asbestos containing wastes or petroleum contaminated soil. The Contractor must store, transport and dispose of all Special Wastes in accordance with all Federal, State, and local laws, rules and regulations as applicable. The Contractor must dispose of special wastes in a permitted facility. The disposal facility must also be approved by 50 CES/CEIE prior to transportation. The Contractor must make all necessary arrangements with the disposal facility for disposal of special wastes. The Contractor must prepare all necessary paper work, including, at a minimum, bill of lading, manifests, and other applicable documentation for approval and signature of 50 CES/CEIE at no additional cost to the Government.

2.3 HAZARDOUS WASTE

2.3.1 The Contractor must accumulate, transport and dispose of all hazardous waste (HW) in accordance with federal HW regulations 40 CFR 260-279, Colorado Department of Transportation, and federal transportation regulations 49 CFR 171-176. The Contractor must prepare, maintain, and submit to the CO all records, shipping documents, training certificates, plans and other documents required by regulation. This includes copies of the manifests and land disposal restrictions.

2.3.2 The Contractor must remove all HW from SSFB on a daily basis unless the accumulation and storage is specifically approved in writing by the CO and 50 CES/CEIE. Such approval must be given prior to the generation of any HW. Approval for accumulation or storage of HW in excess of 1kg of acute and 100 kg of non-acute HW, for greater than three (3) calendar days will require a minimum lead time of forty-five (45) calendar days from the date of the receipt of the request and may not be approved at that time. The Contractor is responsible for proper packaging, labeling, and transportation of HW and

universal waste (UW) from accumulation area to a facility for ultimate disposal. The Contractor must ensure the waste is disposed at a properly permitted treatment storage or disposal facility and that copies of all manifests and other required documents are provided through the CO to 50 CES/CEIE. The Contractor must pay all costs associated with regulated substance management and disposal. The Contractor must pay all fines/penalties assessed by federal, state, or local agencies for the improper management or illegal disposal of regulated substances; or laws/regulations violated by the contractor. No HW or UW may be stored, accumulated or left on the property after finalization of project. Under no circumstances shall disposal or treatment of HW be allowed on SSFB by the Contractor.

2.3.3 Reasonable and appropriate measures shall be taken by the Contractor to prevent chemicals, fuels, oils, greases, bituminous materials, waste washings, herbicides and insecticides, and construction materials or debris from polluting the construction site and surrounding area.

2.3.4 Disposal of any materials, wastes, effluents, trash, garbage, oil, grease, chemicals, and similar hazardous substances shall be transported to a suitable disposal site by the Contractor subject to the approval of the CO and 50 CES/CEIE.

2.3.5 The Contractor must be responsible for any and all spills, releases, emission, and discharges of any toxic or hazardous substance, any pollutant, or any waste, whether sudden or gradual, caused by or arising under the performance of the contract or any substance, material, equipment, or facility utilized therefore for the purposes of any environmental statute or regulation to protect the human or physical environment.

2.3.6 The Contractor must be responsible in the same manner as above regardless of whether activities leading to or causing a spill, release, emission or discharge is performed by the contractor, its agent or designee, an offender, visitor, or any third party.

2.3.7 If the Contractor spills or releases any substance into the environment, the contractor will immediately report the incident to the CO, 50 CES/CEIE and 50 CES/Fire Emergency Services (FES). The liability for the spill or release of such substances rests solely with the contractor and its agent and at no time will the contractor dispose of hazardous, toxic or caustic substances by unsafe methods. Unsafe methods include spreading or pouring it onto the ground, dumping in a lake, river or stream, and flushing into sewers.

NOTICE: No HW, UW, HM, lubricants, oils, liquids or related materials shall be deposited in the refuse containers on base or a solid waste stream. The Contractor must contact 50 CES/CEIE through the CO for disposal of any spent materials as determined to be HW by the 50 CES/CEIE. The Contractor must adhere to all other federal, state, and local guidelines regarding environmental practices.

3.0 GREEN PROCUREMENT PROGRAM (GPP)

3.1 Green Procurement is defined as “The purchase of environmentally preferable products (EPP) and services, in accordance with federally-mandated 'green" procurement preference programs. These products and services will have a less or reduced effect on human health and environment when compared to competing products and services that serve the same purpose.

3.2 Priority should be given to products that empathize the source reduction aspect of the Air Force's Pollution Prevention hierarchy and those that incorporate one, or all, of the following mandatory GPP elements: Recovered materials, Energy and Water Efficiency, Alternate Fuels and Fuel Efficiency, Bio-based, Ozone Depleting Substances, Priority Chemicals, and Environmentally Preferable Products.

4.0 AIR EMISSION SOURCE REPORTING

4.1 The Contractor must comprehend and comply with the current Air Permit 95EP7712 and all applicable Federal, State, County and Municipal laws concerning air pollution, particularly the CAA and all subsequent amendments. All work under this contract must be performed in such a manner that

objectionable or nuisance conditions will not be created in the air nor will objectionable particulates be released into the air.

4.2 Air Emissions: Material usage which produces Volatile Organic Compounds (VOCs) or Hazardous Air Pollutants (HAPs) emissions must be reported through the CO to 50 CES/CEIE. Materials such as welding rods, welding gases, paints, thinners, solvents, blast media, generator use, and asphalt will require reporting through the CO to 50 CES/CEIE, on a monthly basis throughout the project (3952 Form). No open burning is be permitted on base. All generators brought on-site must be immediately reported to 50 CES/CEIE through the CO.

4.3 Dust Control: The Contractor must maintain all excavations, embankments, stockpiles, haul roads, permanent access roads, plant sites, and waste areas, borrow areas, and all other work areas within or without the project boundaries free from dust in accordance with all applicable local, state, and Federal regulations for the control of dust and particulate emissions.

4.3.1Temporary methods of stabilization consisting of sprinkling with water are required to control dust. Sprinkling with water must be repeated at such intervals as to keep all parts of the disturbed area at least damp at all times. Gravel paving must be provided for entrance and exit drives, parking areas, and unpaved roads carrying more than 25 vehicles per day on the construction site.

4.4 Refrigerant Management: The Contractor must comply with 40 CFR Part 82 and any other applicable federal, state, or local regulations. The use of Class I ODS at SSFB is prohibited at all times. The Contractor must refer to the Significant New Alternatives Policy (SNAP) program for alternatives and products made with or containing safe alternatives to Class II ODS. Per current manufacturer's recommendations, Contractor's shall utilize acceptable refrigerant substitutes such as Hydrofluorocarbon (HFC) 134a and (HCFC) 410a until Class II ODS phase out in 2030. Refrigerant must be recovered and disposed by Contractor in accordance with applicable federal and state regulations. Refrigerant recovery and/or leaks from equipment must be immediately reported through the CO to 50 CES/CEIE. Removal of stationary and/or mobile sources containing ODS must be immediately reported through the CO to 50 CES/CEIE for inventory update.

4.5 The installation's environmental function has overall management and execution responsibility of the installation's environmental program and is the focal point for monitoring the installation's compliance status with all applicable federal, state, and local requirements. To ensure that the installation's current Air Emissions Inventory and Potential to Emit emissions contributions are explicitly documented as required, and periodically updated in the air emissions inventory. To maintain the installation's baseline emissions inventory in order to determine if proposed physical or operational changes to stationary sources require "netting" or offset requirements under New Source Review and other CAA programs.

5.0 CONSTRUCTION AND DEMOLITION (C&D) DEBRIS

5.1 Construction and demolition (C&D) debris consists of the waste generated during construction, renovation, and demolition projects. Covering a wide array of materials, this waste often contains bulky, heavy materials, including concrete, wood, asphalt (from roads and roofing shingles), gypsum (the main component of drywall), metals, bricks, plastics, and plant materials from site clearing. C&D debris also includes salvaged building components such as doors, windows, and plumbing fixtures.

5.2 When a project involves any type of construction, remolding, rebuilding or demolition, the Contractor shall use all means available to divert to the greatest extent practicable and economically feasible, construction and demolition waste from landfills. At the end of the project, and prior to final acceptance, the Contractor shall submit a solid waste diversion report form, Construction Waste Management Form, the materials and weights either recycled or diverted from solid waste disposal to other re-use as well as weights of waste disposed in a landfill. The Contractor must submit the report via the 3952 Form through the CO to 50 CES/CEIE for Government approval.

5.3 Generated waste from any type of work being done on the installation, whether it be construction, remodeling, rebuilding, installation or the demolition of roadways, sidewalks, buildings, landscaping or any other type of work that will affect any areas of this installation, is mandated to be reported. The Contractor must submit the report through the CO to 50 CES/CEIE by the 5th day of the following month. If the project is less than 6 months, the Contract/Project Manager will provide the tracking data before the end of the project's targeted suspense date for each said project.

6.0 SPILL RESPONSE

6.1 A 50 CES/CEIE representative will brief the Contractor on the SSFB spill response procedures at the pre-performance conference. The Contractor is responsible to report and promptly cleanup all spills in a manner consistent with current environmental regulations. In the event that it is necessary to utilize Government material, equipment or personnel to clean up a Contractor-caused spill, the Contractor shall be required to reimburse the Government for all associated costs.

6.2 SSFB maintains, follows, and enforces the following spill plans for regulated substances:

Contingency Response Plan (CRP)

6.3 The 50 CES maintains the CRP. The Contractor must take preventive measures (secondary containment for fuel storage, avoid overfilling of trucks, etc.) to avoid spills. If a spill does occur, the Contractor shall immediately notify 50 CES/FES at phone number 719-567-3370 / 719-567-3911 and the CO. 50 CES/FES is the first responder who will take charge to secure/neutralize the event, if required, and will coordinate cleanup/remedial actions. Notification shall be made even if the spill is within the cleanup capabilities of the Contractor.

6.4 If the Contractor spills or releases any substance listed in 40 CFR 302 (hazardous substances) into the environment, the Contractor shall immediately report the incident to 50 CES/CEIE at phone number 719-567-3360 / 719-567-3944 and the CO. The Contractor must be liable and responsible for containment and environmental cleanup of the spill or release of such substance. Accordingly, the Contractor shall report all spills immediately, as they occur, to permit proper response by SSFB and Contractor personnel. Contractor may be held liable for all expenses incurred by the Government during the spill response and any cleanup operations including but not necessarily limited to a hazardous materials/wastes cleanup, supplies and equipment rental, waste transportation, laboratory analysis, and disposal costs.

7.0 PROTECTION OF RESOURCES:

7.1 Protection of Land Resources: The Contractor must confine their construction activities to areas defined by the plans and specifications and/or as approved in their storage or bed down area submittal. Except in areas to be cleared, the Contractor shall not remove, cut, deface, injure or destroy trees or shrubs without the CO's permission. Do not fasten or attach ropes, cables, or guys to existing nearby trees for anchorage unless authorized by the CO. Where such use of ropes, cables, or guys is authorized, the Contractor shall be responsible for any resultant damage.

7.3 Protection of Historical and Archaeological Resources: All known Historical, Archaeological, and Cultural Resources, if any, within the Contractors work area will be designated on the contract drawings. The Contractor must take precautions during the contract to preserve all resources as they existed at the time of contract award and comply with Archeological and Historical Preservation Act and Archeological Resources Protection Act. The Contractor must provide all protective devices such as off limit markings, fencing, barricades or other devices as designated on the contract drawings and shall be responsible for preservation of the sites during this contract.

7.4 Recording and Preserving Historical and Archaeological Finds: The Contractor must follow all procedures identified in the memorandum, Inadvertent Discovery Letter, if items having any apparent historical or archaeological interest are discovered in the course of any construction activities. The Contractor must contact 50 CES/CEIE immediately upon notification. The Contractor must protect the find in-place by leaving the archaeological find undisturbed and by using flags to mark a 50-foot radius

area around the find. All work shall be stopped in the immediate area of the discovery until directed by the CO to resume work. Any work required to preserve or protect these finds shall be accomplished before work resumes.

7.5 Protection of Water Resources: The Contractor must not dump fuels, oils, bitumen's, calcium chloride, acids, construction wastes, siltation from storm water runoff, or other harmful materials identified in 40 CFR Parts 117 and 302. If there is a known discharge of liquid the Contractor must contact 50 CES/CEIE through the CO at least 7 days in advance for permission. If there is an accidental discharge 50 CES/CEIE must be notified immediately (within 15 minutes of knowledge of the accidental discharge).

7.6 For all soil disturbance of more than 1 acre, the Contractor shall prepare a Storm Water Pollution Prevention Plan (SWPPP) meeting all requirements specified in the construction general permit and will include the Contractor's Best Management Practices for erosion and sedimentation control at the site.

7.7 Protection of Fish and Wildlife: The Contractor must follow all Federal, State, County, and SSFB Integrated Natural Resources Management Plan policies as briefed by 50 CES/CEIE regarding the protection of fish and wildlife. The Contractor must at all times perform all work and take such steps required to prevent any interference of disturbance to fish and wildlife. The Contractor must not alter water flows or otherwise disturb native habitat adjacent to the project area, which, through CO and 50 CES/CEIE, that are critical to fish, or wildlife. Construction of check dams in live streams will not be permitted. Fouling or polluting of water will not be permitted.

8.0 RELEASE OF FLUIDS TO THE SANITARY SEWER SYSTEM

8.1 SSFB's sanitary sewer system discharges into the Cherokee Metro District (CMD) operated by Colorado Springs, CO. CMD has established testing requirements for certain constituents as well as discharge limits of those same constituents. Accordingly, any Contractor performing work at SSFB and contemplating a release of non-hazardous water into the sanitary sewer system shall comply with the testing/release requirements established by the Permit CMD-00777 and the CWA. Contractor is also responsible for any and all testing, monitoring, measuring, documenting, etc. to prove compliance with same. If there is a known discharge of liquid the Contractor must contact 50 CES/CEIE through the CO at least 7 days in advance for permission. If there is an accidental discharge 50 CES/CEIE must be notified immediately (within 15 minutes of knowledge of the accidental discharge).

9.0 TRAINING

9.1 The Contractor must ensure all employees complete the required hazardous materials and hazardous waste training including proper spill response and control, required for this project. The Contractor is responsible for training all Contractor personnel regarding hazardous material containers maintained within SSFB. The Contractor must be familiar with the SSFB Environmental Commitment Statement.

10. ENVIRONMENTAL MANAGEMENT SYSTEM (EMS):

10.1 All Contractors' employees must complete an Environmental Management System (EMS) General Awareness Training prior to commencement of any activities. The Contractor's on site supervisory personnel shall complete the EMS Awareness Training (EMS100AFIT00004) program. 50 CES/CEIE should be contacted through the CO for information about this 7 minute awareness training within 60 days of contract award or a new contract employee supervisor begins work. The training will be accomplished utilizing web-based Environmental Awareness Course Hub (TEACH) available through any internet access at: https://usaf.learningbuilder.com/. All Contractor's employees must be familiar with DAFI 32-7001, Environmental Management, as well as all environmental impacts on SSFB, which will be briefed during the pre-contracting meeting.

Appendix C

DAF Mandatory Guidance

The following provisions, previously existing in the Department of the Air Force Federal Acquisition Regulation Supplement prior to implementation of E.O. 14275, Restoring Common Sense to Federal Procurement, are mandated by the DAF.

Ombudsman

1. An ombudsman has been appointed to hear and facilitate the resolution of concerns from offerors, potential offerors, and others for this acquisition. When requested, the ombudsman will maintain strict confidentiality as to the source of the concern. The existence of the ombudsman does not affect the authority of the program manager, contracting officer, or source selection official. Further, the ombudsman does not participate in the evaluation of proposals, the source selection process, or the adjudication of protests or formal contract disputes. The ombudsman may refer the interested party to another official who can resolve the concern.

2. Before consulting with an ombudsman, interested parties must first address their concerns, issues, disagreements, and/or recommendations to the contracting officer for resolution. Consulting an ombudsman does not alter or postpone the timelines for any other processes (e.g., agency level bid protests, GAO bid protests, requests for debriefings, employee-employer actions, contests of OMB Circular A-76 competition performance decisions).

3. If resolution cannot be made by the contracting officer, the interested party may contact the ombudsman, Mr. Erik Symanski.

AFICC/KS

Attn: Ombudsman Mr. Symanski 250 S. Peterson

Peterson SFB, CO 80914-3140

E-Mail:erik.symanski@us.af.mil Phone: (719)554-3668

Concerns, issues, disagreements, and recommendations that cannot be resolved at the Center/MAJCOM/FLDCOM/DRU ombudsman level, may be brought by the interested party for further consideration to the Department of the Air Force ombudsman, Associate Deputy Assistant Secretary (ADAS) (Contracting), SAF/AQC, 1060 Air Force Pentagon, Washington DC 20330-1060, phone number (571) 256-2395, facsimile number (571) 256-2431.

4. The ombudsman has no authority to render a decision that binds the agency.

5. Do not contact the ombudsman to request copies of the solicitation, verify offer due date, or clarify technical requirements. Such inquiries must be directed to the contracting officer.

ELIMINATION OF USE OF CLASS I OZONE DEPLETING SUBSTANCES (ODS)

Contractors must not:

1. Provide any service or product with any specification, standard, drawing, or other document that requires the use of a Class I ODS in the test, operation, or maintenance of any system, subsystem, item, component, or process; or a. Provide any specification, standard, drawing, or other document that establishes a test, operation, or maintenance requirement that can only be met by use of a Class I ODS as part of this contract/order.

2. For the purposes of Department of the Air Force policy, the following products that are pure (i.e., they meet the relevant product specification identified in AFI 32-7086[AR2]) are Class I ODSs:

a. Halons: 1011, 1202, 1211, 1301, and 2402;

b. Chlorofluorocarbons (CFCs): CFC-11, CFC-12, CFC-13, CFC-111, CFC-112, CFC-113, CFC-114, CFC-115, CFC-211, CFC-212, CFC-213, CFC-214, CFC-215, CFC-216, and CFC-217, and the blends R-500, R-501, R-502, and R-503; and

c. Carbon Tetrachloride, Methyl Chloroform, and Methyl Bromide.

Health and Safety on Government Installations

In performing work under this contract on a Government installation, the contractor must:

1. Take all reasonable steps and precautions to prevent accidents and preserve the health and safety of contractor and Government personnel performing or in any way coming in contact with the performance of this contract; and a. Take such additional immediate precautions as the contracting officer may reasonably require for health and safety purposes

2. The contracting officer may, by written order, direct Department of the Air Force Occupational Safety and Health (AFOSH) Standards and/or health/safety standards as may be required in the performance of this contract and any adjustments resulting from such direction will be in accordance with the Changes clause of this contract.

3. Any violation of these health and safety rules and requirements, unless promptly corrected as directed by the contracting officer, must be grounds for termination of this contract in accordance with the Default clause of this contract.

Contractor Access to Department of the Air Force Installations

• The Contractor must obtain base identification and vehicle passes, if required, for all contractor personnel who make frequent visits to or perform work on the Department of the Air Force installation(s) cited in the contract. Contractor personnel are required to wear or prominently display installation identification badges or contractor-furnished, contractor identification badges while visiting or performing work on the installation.

• The Contractor must submit a written request on company letterhead to the contracting officer listing the following: contract number, location of work site, start and stop dates, and names of employees and subcontractor employees needing access to the base. The letter will also specify the individual(s) authorized to sign for a request for base identification credentials or vehicle passes. The contracting officer will endorse the request and forward it to the issuing base pass and registration office or Security Forces for processing. When reporting to the registration office, the authorized contractor individual(s) must provide a valid driver's license, current vehicle registration, and valid vehicle insurance certificate to obtain a vehicle pass.

• During performance of the contract, the contractor must be responsible for obtaining required identification for newly assigned personnel and for prompt return of credentials and vehicle passes for any employee who no longer requires access to the work site.

• When work under this contract requires unescorted entry to controlled or restricted areas, the contractor must comply with DAFI 31-101, Integrated Defense, DODMAN5200.02_DAFMAN 16-1405, Air Force Personnel Security Program, and all applicable SSFB publications.

• Upon completion or termination of the contract or expiration of the identification passes, the prime contractor must ensure that all base identification passes issued to employees and subcontractor employees are returned to the issuing office.

• The Contractor must provide an after-hours contact number or after-hours email in the Emergency Mass Notification System (EMNS) for each of their personnel, whose normal place of duty is on a DoD installation or within a DoD facility. The Contractor must comply with any additional requirements in DAFI 10-206 for emergency operational reporting. Foreign Nationals may participate and may remove themselves from the Emergency Mass Notification System at any time. To update information, personnel can access the globe icon on their system desktop screens and choose the "Access Self-Service" option.

• Failure to comply with these requirements may result in withholding of final payment.