

DRAFT

**PERFORMANCE WORK STATEMENT
FOR
AIR FORCE RESERVE COMMAND
ENTERPRISEWIDE COMMAND POST COMMAND AND CONTROL (C2) SYSTEM
13 July 2018**

1.0 DESCRIPTION OF SERVICES.

1.1 Scope. This Performance-based Work Statement (PWS) describes the services required for replacement and sustainment of the AFRC Command Post (CP) Command and Control Advanced Console Systems (ACS). The scope includes removal of old systems, installation of new systems, preventative maintenance, and sustainment of the new consoles located at 19 reserve sites (HQ AFRC, nine AFRC host bases and ten tenant bases). ACS consoles are currently employed in AFRC CP, Alt. CP, FD, and SF facilities at these locations listed in Table-1 below.

Command Post: The Air Force Reserve Command (AFRC)/A3 needs to standardize a technical solution for Command & Control (C2) capabilities to replace End of Life (EOL) console communications systems at AFRC Numbered Air Forces (NAFs), tenant Wings, and dispatch centers throughout the Air Force Reserve Command (AFRC). The AFRC organization with primary responsibility for this requirement is HQ AFRC Directorate of Communications (A6X), Plans & Programs Division. The replacement communication system must meet the AFMAN 10-207, paragraph 5.3.4 – 5.3.5 standard which states “Command Posts will have Telephones or Communications Consoles. The telephones or communication consoles must meet requirements outlined in DoDI 8100.04. DoD Unified Capabilities. All systems must comply with Telecommunications Electronics Material Protected from Emanating Spurious Transmissions in accordance with AFI 33-200, Cyber Security Program Management and AFSSI 7700, Emission Security. All telephone handsets within the Emergency Actions/Console area, to include any collocated agencies (e.g., Air Terminal Operations Center, Maintenance Operations Center, Emergency Operations Center) must have a push-to-talk feature installed. Command Posts will have High-Frequency/Ultra High-Frequency/Very-High-Frequency Radio (at least one of the three). High-Frequency/Ultra High-Frequency/Very-High-Frequency radios are used to communicate directly with aircraft and mission essential personnel. At a minimum, all Command Posts, regardless of installation mission/configuration should have an Ultra High-Frequency radio, to facilitate Command and Control with aircraft transiting their area. All Command Posts and Specialized Command and Control Elements with Ultra High-Frequency Radio capabilities/responsibilities will maintain AFI 11-418, Operations Supervision, and have a Conference Hotel Quick Reaction Checklist. ”

The contractor will include an Authority to Operate (ATO) prior to connection to the Air Force Network (AFNet). If no ATO exists contractor will provide POC who will provide all system artifacts required for securing ATO for connection to the AFNet. If system software is IA-enabled (product or technology whose primary role is not security, but which provides security services as an associated feature of its intended operating capabilities), it must be National Information Assurance Partnership (NIAP) certified. Contractor personnel

performing maintenance support shall meet DoDD 8570.1 Certification Information Assurance Technical Level-II certification. The system will include a Voice over Internet Protocol (VoIP) capable system which includes a redundant communications server with redundant power supplies and hot-redundant LAN interfaces. The system will include a VoIP capable dispatch capability, crisis management dispatch consoles, and other associated telecommunications hardware and software. Command Post C2 switches must provide for rapid and assured selection of radios, telephone systems, direct lines, remote controls, and voice recording capability. They must also provide for ground-to-air, radio-to-wire phone patch, and conference calls. The VoIP upgrade solution provides required services, smaller hardware footprint, redundancy/survivability and lowers future sustainment costs.

Security Forces: The Base Defense Operations Centers (BDOC) at our nine BOS locations will have three workstation configurations with touch screen user interface and multi-line phone system at each station. Push-to-talk handsets/headsets consisting of shielded, twisted-pair cabling to enhance emissions security. Must include capability of monitoring telephonic/radio communication of all workstations. Each handset/headset configuration have capability to manage five or more calls from touch-screen. Each workstation will have conference call capability with “drag and drop”, break-in, add, transfer or delete callers. Fully integrated into the Giant Voice Systems and EMNS systems where applicable via touchscreen and multi-line telephone system. Visual message waiting indicators (phones) multiple programmable phone ring alerts. Transfer of incoming calls to secure voice system with integrated voice logging system (landline & radio), caller name/number caller ID, and redial last number, call transfer/forwarding and call history. Programmable keys/buttons form touch-screen with telephone directory able to maintain a minimum of 1,000 numbers. BDOC will have integrated High Frequency/Ultra High Frequency/Very high Frequency capability.

Fire Emergency Service (FES): Base Operation Support (BOS) FD Emergency Communications Center (ECC) dispatcher workstations must provide emergency response command & control (C2) capabilities IAW National Incident Management System (NIMS) directive (directive?) for communications and clear text interoperability. To include but not limited interoperability with installation-level command post, security forces, aircraft maintenance operations control center, and aircraft control tower mission partners. Additionally BOS FD ECCs are required to maintain C2 interoperability with off-base local community hospital medical control centers, first responder agencies, and/or FD mutual aid partners. Equally important, due to installation-level non-organic AFRC medical response capabilities - our BOS FDs delivery emergency medical services (EMS) at the EMT-B level.

- 1.1.1 REMOVAL OF LEGACY CONSOLES.** The contractor shall be responsible for removal all legacy systems. See table X. The removal will include removal and preparing for disposition by the government.

1.1.2 INSTALLATION. The contractor shall install all consoles. As the consoles are installed the contractor shall train the government identified personnel on operations of the new system.

1.1.3 RENNOVATIONS, REMOVALS, ADDITIONS, MODIFICATIONS.

The contractor is responsible for removing any and all consoles upon request of the customer within 2 business days. The contractor will do a reinstall within 2 business days of customer notification. The contractor is responsible for uninstalling and reinstalling consoles when there is renovation, organizational realignment. The contractor is responsible for any additional consoles to added at installation.

The Contractor shall provide hardware removals and reinstallations for all building renovations due to mission changes, natural disasters, facility upgrades, and organizational realignments within two business days of notification and have no more than one failure per quarter

1.1.2 The ACS Maintenance Contractor shall provide remote systems monitoring and diagnostics testing of consoles upon completion of software security updates. The Contractor shall monitor, diagnose and provide testing results no later than one business day after notification of issue from the Government Contracting Officer's Representative (COR) or Procuring Contracting Officer (PCO). The Contractor shall respond within two hours of notification or service call initiation. There shall be no more than one failure per quarter. The Contractor shall provide software security updates, additions, and changes within one business day of notification from an authorized Government personnel. There shall be no more than one failure per quarter.. The Contractor shall schedule system downtime one week in advance notifying the Government COR and PCO to ensure that the location potentially affected is properly notified. There shall be no more than one discrepancy per quarter regarding the two week advanced notification.

The Contractor shall dispatch a technician when required at the 19 AFRC sites no later than four hours after notification by the Government COR or PCO that a technician is required. If a technician is not available due to unforeseen Acts of God, the Contractor shall dispatch a technician no later than two business days. No more than one failure is permissible per quarter. The Contractor shall provide deliverables as described in subsequent task orders. Deliverables shall be specified by the Government. Format and delivery schedule for all required deliverables stated in paragraph 1.1.1 shall be outlined in the CDRL. (CDRL A001, DI-MGMT-80227)

1.1.2 The Contractor shall conduct annual Preventative Maintenance Inspection (PMI) visits. The Contractor shall maintain the current certification of their personnel using the consoles by providing initial and refresher training as required to meet the PWS requirements. The Contractor shall prepare a report of the PMI visit results in accordance with PWS paragraph (?). The PMIs shall include, but are not limited to,

- Verification of button/feature configurations of trade-boards
- Programming flash feature (base switch allowed)
- Identifying safety issues including environmental, storage accessibility of switch, and server

- General inspections of console housings, trade-boards, handsets, switches, alarm panel, and foot switch
- Performing minor software changes involving line keys, speed keys and macros on the system manager terminal

The Contractor must submit monthly status reports including PMI visit reports and customer feedback. No more than one failure per contract year. (CDRL A002, DI-MGMT-80368A)

1.1.3 The ACS Support Contractor shall ensure uninterrupted service to recover/restore any catastrophic outages (*An Incident which (i) severely impacts the operation of the Covered Products or its functions or applications in a production environment; and/or (ii) causes continuous interruption of use of the Covered Products, and the Company does not have an available workaround*) associated with the ACS 24 hours a day/7 days a week. The Contractor shall respond remotely to any outage. If unable to restore system remotely, the Contractor shall provide a technician on-site during the hours of 8 a.m. and 5 p.m., Monday – Friday local time. The Contractor shall provide 100% operational capabilities for main consoles and additional consoles located at alternate facilities, excluding scheduled maintenance downtime. Scheduled downtime shall not interfere with normal business hours. There shall be no more than two valid customer complaints during the reporting period. (CDRL A003, DI-MGMT-80227)

1.1.4 The ACS contractor shall provide as built system drawings for all system installations once work is completed. (CDRL A---, DRPR-80651)

1.2 Organization. The AFRC organization with primary responsibility for this requirement is HQ AFRC/A6XP with input from HQ AFRC/A3, AFRC/A4SO, and AFRC/A4CE.

1.3 Place of Performance. These services described in paragraph 1.1 may be performed primarily from the Contractor’s facility with periodic travel required for training or repair in accordance with the Joint Travel Regulation (JTR) not to exceed 36 trips annually (excludes annual PMI). All travel requirements (including plans, agenda, itinerary, or days) shall be pre-approved by the Government. Cost for travel shall be billed in accordance with regulatory implementation of Public Law 99-234 and FAR 31.205-46, Travel costs. The Contractor shall make necessary travel arrangements for their personnel. Telework is not authorized without written approval by the CO. Work will be performed at the following locations:

TABLE 1 Supported Bases

Location	CP Consoles to be Installed	Consoles to be Removed	Projected Install Complete
Robins	5	5	1-Apr-19
Homestead *	5	11	15-Apr-19
Duke	5	13	30-Apr-19
March *	5	11	15-May-19
Seymour Johnson	5	4	1-Jun-19
Niagara *	5	0	15-Jun-19
Grissom *	6	5	1-Jul-19
Tinker	5	0	15-Jul-19
JB Andrews	6	2	1-Aug-19
Beale	5	0	15-Aug-19
Westover *	5	17	1-Sep-19
Youngstown *	5	11	15-Sep-19
Pittsburgh	5	11	1-Oct-19
Dobbins *	6	8	15-Oct-19
Carswell	5	3	1-Nov-19
Minneapolis	5	2	15-Nov-19
Whiteman	5	6	1-Dec-19
Kelly/Lackland	5	4	15-Dec-19
Wright Patterson	5	2	30-Dec-19
	98 CP Consoles	115 Consoles to be removed	

Note: Bases with * have either BDOC or separate SF and FD facilities. Estimates will increase up to 50 Consoles for the installation (RFI). May fluctuate 5% - 10%. 45

2.0 SERVICES SUMMARY (SS).

Performance Objective	PWS Reference	Performance Threshold
Quality of CDRL deliverables	1.1.1, 1.1.2, 1.1.3, 4.7.2, 4.10.1, 4.17, Appendix A	There shall be no more than two total rejection(s) of deliverables per contract year. The Government will reject a deliverable if accuracy errors are found within the deliverable. The rejected deliverable shall be corrected and resubmitted within five business days of notification of Government rejection. Minor errors (e.g., grammatical, typographical, etc.) will not be counted.
Timely delivery of CDRLs	1.1.1, 1.1.2, 1.1.3, 4.7.2, 4.10.1, 4.17, Appendix A	There shall be no more than one late submission(s) of deliverables per contract year. The Contractor shall

		notify the Government if the delivery of any data/document will not meet the scheduled delivery date and negotiate a revised delivery date. The data/document shall be delivered by the revised delivery date acceptable to the Government.
Provide remote systems monitoring and diagnostics testing	1.1.1	The Contractor shall respond within two hours of notification or service call initiation, whichever is earlier. The Contractor shall monitor, diagnose and provide testing results no later than one business day after notification of issue. There shall be no more than one discrepancy per quarter.
Software updates, additions, and changes	1.1.1	The Contractor shall provide software updates, additions, and changes within one business day of notification of software update. There shall be no more than one discrepancy per quarter.
Hardware removals and moves for building renovations; hardware removals and reinstallations for all building renovations due to mission changes, natural disasters, facility upgrades, and organizational realignments	1.1.1	The Contractor shall provide hardware removals and moves for building renovations within two business days of notification. There shall be no more than one failure per quarter.
Scheduling of system downtime	1.1.1	System downtime shall be scheduled one week in advance with the Government COR and PCO so the location affected is properly notified.

		There shall be no more than one discrepancy per quarter.
Technical support at the 19 AFRC sites	1.1.1	The Contractor shall dispatch a technician no later than four hours after notification that a technician is required. If a technician is not available due to unforeseen Acts of God, the Contractor shall dispatch a technician no later than two business days. There shall be no more than one discrepancy per quarter.
PMI visits and Training on phone and IT components of the system	1.1.2	The Contractor shall conduct annual PMI visits. The Contractor shall maintain the current certification of their personnel and Government personnel by providing initial and refresher training as required. The Contractor shall provide training reports and customer feedback. There shall be no more than one discrepancy per contract year.
100% operational capabilities of ACS	1.1.3	The Contractor shall ensure uninterrupted service 24 hours a day/7 days a week. There shall be no more than two valid customer complaints per quarter.

3.0 GOVERNMENT PROPERTY AND SERVICES. Not Applicable to this requirement.

Government-Furnished Property (GFP) is defined as property in the possession of or acquired by the Government and subsequently furnished to the Contractor for performance of a contract. If the equipment is located on a Government facility or military installation, used within the location, or remains accountable to the Government, it is not considered GFP.

3.1 BASE SUPPORT. Not Applicable to this requirement.

Contractor personnel will not be located at any AFRC location in a Full-Time Equivalent (FTE) capacity. Contractor personnel will be dispatched when system outages cannot be resolved

remotely and dispatching a technician is required. Dispatched technicians will be escorted at all times when performing maintenance on systems.

4.0 GENERAL REQUIREMENTS.

4.1 Post Award Meeting. The Contractor shall attend a one day post award meeting convened and hosted by the AFRC/A6XP COR. The post award conference will be held within two weeks following contract award. The location will be a mutually agreed upon site to be determined after award. The Functional Commander, AFRC/PKA CO and AFRC/A6XP COR will participate in the meeting with Contractor representatives. The meeting will provide an orientation and overview of the contract scope, terms and conditions. The meeting will detail the roles and responsibilities of AFRC team members, QASP requirements, performance evaluations, and contract closeout.

4.2 Training Requirements. All authorized users of Department of Defense (DoD) information systems (IS)/Platform Information Technology (PIT) systems must receive initial cybersecurity user awareness training as a condition of access to an IS in accordance with DoD 8570.01-M, thereafter all users will complete annual cybersecurity awareness refresher training. This training can be found on the Defense Information Systems Agency (DISA) Information Assurance Support Environment (IASE) portal: <http://iase.disa.mil/eta/Pages/index.aspx>

4.4 Contractor Identification. Contractor personnel shall wear contractor-provided identification at all times while in Government facilities so as to distinguish themselves from Government personnel. Contractor personnel may attend meetings, answer phones, and work in other situations where their status is not obvious to third parties; therefore, Contractor personnel shall always identify themselves as Contractor support to avoid potential misrepresentation as Government personnel or to avoid situations arising where sensitive topics might be better discussed solely amongst Government personnel. Electronic mail signature blocks shall identify their company affiliation. Where practicable, Contractor personnel occupying collocated space with their Government program customer shall identify their work space with their name and company affiliation.

4.5 Travel. The Contractor shall coordinate specific travel arrangements with the COR thirty calendar days in advance, except for emergency travel (which will be coordinated immediately), and obtain advance, written approval from HQ AFRC/PKA CO for any travel. The Contractor's request for travel shall be in writing and contain the purpose of the trip, number of participants, dates, locations and estimated costs of the travel. The Contractor travel payment is limited to reasonable and allowable costs to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel as set forth in the Government's Joint Travel Regulation, Volume 2 and allowable per FAR 31.205-46, *Travel costs*.

4.6 Contractor Manpower Reporting. Per 10 U.S.C. 2330a, the Contractor shall provide an annual count of contractor/subcontractor personnel performing work for each fiscal year if the DoD is the requiring activity, if the acquisition is using United States (U.S.) Government appropriated funds, and if the acquisition is in excess in excess of \$3,000,000. The Contractor shall report all Contractor labor hours, including subcontractor labor hours, required for

performance of the services provided under the contract in the Enterprise-wide Contractor Manpower Reporting Application (eCMRA). Reporting shall be conducted for each fiscal year, which extends October 1 through September 30. While inputs may be made any time during the fiscal year, all data shall be reported no later than October 31 of the following fiscal year. The Contractor shall establish a record for the contract/order in eCMRA no later than 30 calendar days after contract/order award. The Contractor shall enter Order Data, Contact Data and Location Data. Data for Air Force service requirements must be input at the Air Force CMRA link at <http://www.emra.mil>. User manuals for government personnel and contractors are available at the Army CMRA link. The Contractor may direct questions to the help desk at the eCMRA site: <http://www.ecmra.mil>

4.7 Continuation of Mission-Essential Services during a Crisis.

4.7.1 Designation of Services as Mission-Essential. The Functional Commander (FC) or civilian equivalent has determined, by placing the decision in writing, that all or a portion of the Contractor services performed under this contract are mission essential (M-E) and will continue in the event of a crisis. If a crisis is declared by the Secretary of Defense, the PCO or COR will verbally advise the Contractor of the revised requirements, followed by written direction. The Contractor shall continue providing on-call service to the requesting organization 24-hours a day until the crisis is over. The Contractor shall ensure enough skilled personnel are available during a crisis for any operational emergency. The M-E contract services required in the event of a crisis are the minimum essential to ensuring all AFR Advanced Console Systems remain operational. Contractor personnel for on-call or remote access to AFR Advanced Console Systems include the Contractor's technicians and others as determined by the A7KA PCO, AFRC/A6XP COR and Contractor's program manager based on the declared crisis.

4.7.2 Mission-Essential Contractor Services Plan. The Contractor shall submit a plan describing procedures for continuing performance of mission-essential services during a crisis. The Contractor shall identify provisions for ensuring required personnel and resources are available to support continuity of operations for up to 30 calendar days or until normal operations can be resumed. The Contractor shall submit any revision to the plan for approval prior to implementation. The Contractor shall activate the plan only if authorized by the PCO acting under the direction of the FC or civilian equivalent.
[CDRL A004, DI-MGMT-80004A, Management Plan]

4.8 Non-personal Services. The Government will neither supervise contractor personnel nor control the method by which the contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual contractor personnel. It shall be the responsibility of the Contractor to manage its personnel and to guard against any actions that are of the nature of personal services, or give the perception of personal services. The Contractor shall notify the AFRC/PKA CO immediately if any task requires action by the Contractor personnel that constitutes, or are perceived to constitute personal services. These services shall not be used to perform work of a policy/decision making or management nature, i.e. inherently governmental functions. All decisions relative to the AFRC Command Post C2 Advanced Console Systems (ACS) program supported by the Contractor shall be the sole responsibility of the Government.

4.9 Security. The Contractor shall comply with all security regulations and directives identified herein and other security requirements as shown elsewhere in the contract. The Contractor shall immediately notify the Government Security Office of any potential or actual security incident or violation.

4.9.1 Information Security Program. Not applicable to this requirement.

4.9.2 Industrial Security Program. Not applicable to this requirement.

4.9.3 Personnel Security Program. Not Applicable to this requirement.

4.9.3.1 Background Investigation Requirements. The Contractor shall be responsible for processing background investigations for all employees that require access to classified information. The Servicing Security Activity at the installation will be responsible for processing background investigations for contractor personnel that do NOT require a National Security determination.

4.9.3.2 Contractor Notification. The Contractor is notified by Servicing Security Activity at the installation Personnel Security section of the results of the Contractor personnel background investigation for Trustworthiness Determinations.

4.9.3.3 COR Notification. The Servicing Security Activity at the installation will document the HSPD-12 credentialing determination when the case file is returned to the submitting office number (SON) for a local decision. The Contractor personnel shall not have access to sensitive information, automated information systems, or restricted areas until a final determination is made. The Servicing Security Activity at the installation provides final credentialing determinations to the COR and sponsoring unit security manager.

4.9.3.4 Terminations. If Contractor personnel are terminated before the Government completes the Trustworthiness Determination, the Contractor's PM shall immediately forward written notice to the Servicing Security Activity at the installation with a copy of the notice to the COR.

4.9.4 Physical Security Program.

4.9.4.1 Installation Perimeter Access Control. The requirements for installation perimeter access are detailed in Air Force Federal Acquisition Regulation Supplement (AFFARS) clause 5352.242-9000 entitled, *Contractor Access to Air Force Installations*, in Section I, *Contract Clauses*, of the basic contract. Contractors merely requiring unescorted access to the installation to perform services, that don't require access to classified information or network access, will be vetted IAW AFM 31-113, para 4.3 and issued a DBIDS Identification Card. The Contractor is only allowed to visit the installations specified in the contract and/or DD254.

4.9.4.2 Resource Protection and Integrated Defense. The Contractor shall safeguard all government property in accordance with AFI 31-101, *Integrated Defense*, and any forms provided for Contractor use. The Contractor shall immediately report all thefts, vandalism, or

destruction of property and equipment (Government or Contractor owned) to the Contracting Officer Representative (COR) of this contract.

4.9.4.3 USAF Restricted Area and Controlled Area Access. The requirements for USAF Restricted Area and Controlled Area access are detailed in AFI 31-101, *Integrated Defense*, and governed at each installation by the Integrated Defense Plan, if required.

4.9.4.4 HQ AFRC Facility Access. The Contractor personnel shall be issued access control badges which will allow access to work centers, as applicable.

4.9.4.5 Privacy Act of 1974. The Contractor personnel shall have access to Privacy Act information that requires adherence with the Privacy Act of 1974, Title 5 of the U.S. Code, Section 552a, AFI 33-332, *Air Force Privacy Act Program*, and other applicable agency rules and regulations. The Contractor personnel shall follow agency procedures to identify and safeguard reports and data accordingly. The Contractor shall ensure that Contractor personnel assigned to this requirement are briefed annually on properly identifying and handling Privacy Act data and reports.

4.9.5 Network Security.

4.9.5.1 Overview. Network access is a privilege extended to Contractor personnel. Network access will be granted by the Government after all criteria have been met and may be suspended for cause as defined in AFI 33-115V2, Section 5.6. Network access will be approved by the Government in accordance with AFI 31-501, AFI 16-1406, AFI 33-115V2 and V3, AFI 33-200, DoDI 8510.01, and DoDM 5220.22-M and its supplement. Pursuant to AFI 33-115V2, every individual who has access to the Air Force (AF) network (af.mil) or af.smil domain, specialized systems, and mission systems is a network user. Before becoming an Air Force network user, the Contractor personnel shall have a favorable background investigation for the designated IT level and system, be trained, and licensed. This process of training and licensing ensures every AF network user is trained and aware of the basic principles of network security and their role in Information Assurance (IA). The Government will issue a Common Access Card in accordance with Air Force FAR Supplement clause 5352.242-9001 entitled, *Common Access Card for Contractor Personnel*, to Contractor personnel that meet the criteria (favorable trustworthiness determination, training and licensing).

4.9.5.2 Information Technology (IT) Level and Investigation Required. Contractor personnel shall possess a *Tier 3 background investigation for IT Level II* as mandated by DoD Regulation 5200.2-R entitled, *Personnel Security Program*, paragraph C3.6.15 and DoD Instruction 8500.1 entitled, *Cybersecurity*, para 3i. These background investigations will be submitted by the Govt and they do not result in security clearance eligibility. Contractor personnel shall possess a current and favorable background investigation for designated level *IT Level II* access prior to contract performance. Contractor personnel without a current investigation shall follow the procedures in paragraph 4.9.3.1. above.

IT LEVEL 2 (Limited Privileged): An individual that has elevated administrative access over one or more programs but not network configuration.

4.9.5.3 Foreign National Network Access. All Contractor personnel that are Foreign Nationals shall meet the requirements of AFI 31-501 prior to network access. The Contractor shall ensure the request for network access for Foreign Nationals in their employ are processed and approved by the Foreign Disclosure Office (FDO) in accordance with Air Force Security Systems Instruction (AFSSI) 8522 entitled, *Access to Information Systems*, paragraphs 3.2.1 and 3.2.3. All requests for must be staffed through the AFRC Foreign Disclosure Office at least 30 days in advance of the intended visit.

4.10 Health & Safety Program. The Contractor is responsible for the safety and health of their personnel and protection of the public on Government work sites (DODI 6055.1, Paragraph E5.1). The Contractor shall maintain a health and safety program that meets OSHA [Public Law 101-552, Occupational Safety and Health Act of 1970 (OSHA)] standards. If the AFRC/PKA CO notifies the Contractor of a potential OSHA violation, the Contractor is obligated to comply with the applicable OSHA regulations.

4.10.1 Safety and Health Plan. The Contractor shall submit a Safety and Health Plan to the MFT or as indicated by CDRL instructions. The Contractor shall establish and maintain a safety program in accordance with the contract/order, applicable Government regulations and the Safety and Health Plan.

[CDRL A005, DI-ENVR-81375, Environmental Health and Safety Plan]

4.11 Incident or Mishap Procedures. The Contractor shall immediately call 911. The Contractor shall within one hour notify the AFRC/PKA CO, AFRC/A6XP COR and Government Safety Manager of any mishaps or incidents at or exceeding \$3,000 (material + labor) for damage to Government property or injury to Government personnel. The Contractor shall provide competitive quotes for replacement parts costing more than \$3,000. This notification requirement shall also include physiological mishaps/incidents. A written or email copy of the mishap/incident notification shall be sent within three calendar days to the AFRC/PKA CO (with copy to AFRC/A6XP COR) who will forward it to the Government Safety Manager. For information not available at the time of initial notification, the Contractor shall provide the remaining information not later than twenty calendar days after the mishap, unless extended by the AFRC/PKA CO. Mishap notifications shall contain, at a minimum, the following information:

- (A) Contract, contract number, name and title of person(s) reporting
- (B) Date, time and exact location of accident/incident
- (C) Brief narrative of accident/incident (events leading up to the accident/incident)
- (D) Cause of accident/incident (if known)
- (E) Estimated cost of accident/incident (material + labor to repair/replace)
- (F) Nomenclature of equipment and personnel involved in the accident/incident
- (G) Corrective actions (taken or proposed)
- (H) Other pertinent information

The Contractor shall, in the event of an accidental incident/mishap, take reasonable action to establish control of the incident/mishap scene, prevent further damage to persons or property, and preserve evidence until released by the incident/mishap investigative authority.

4.12 Fire Emergencies. The Contractor personnel shall dial 911 to report fire related emergencies.

4.13 Department of Labor (DoL) Inspection of Contractor Operations. The Contractor is subject to DoL inspections and enforcement by OSHA health and safety officials while performing work on a Government installation. The OSHA health and safety officials may access workplaces on Government installations at any time, scheduled or unscheduled, during regular business hours. The OSHA health and safety officials must meet security requirements to enter restricted or classified areas. The Contractor shall notify the AFRC/PKA CO and AFRC/A6XP COR upon notification of a visit.

4.14 Fire Protection and Prevention Program - Robins AFB GA. (*This example is for Robins- tailor for your installation*) All Contractor personnel performing work on properties under jurisdiction of Robins AFB GA shall be responsible for fire safety and compliance with all applicable OSHA, State, Air Force, AFMC, and base regulations and directives. The Contractor personnel shall attend a contractor's briefing on fire safety prior to any work. The Contractor shall ensure that all Contractor personnel and sub-contractors under their control are briefed on fire prevention practices in accordance with Robins AFBI 32-2001, *Fire Protection Operations & Fire Prevention Program*. The Contractor personnel who work on Robins AFB GA are required to take annual fire prevention refresher training in accordance with RAFBI 32-2001, paragraph 2.4.

4.15 Environmental Management System (EMS). These services shall not be performed at a Government facility; therefore, the EMS requirement does not apply.

4.16 Agency Affirmative Procurement Programs (APP). In accordance with FAR 23.404, 100% of purchases of Environmental Protection Agency (EPA)-designated products included in the Comprehensive Procurement Guidelines (CPG) list [<https://www.epa.gov/smm/comprehensive-procurement-guideline-cpg-program>] and/or United States Department of Agriculture (USDA)-designated products included in the biobased product listings [<http://www.biopreferred.gov>] shall, at a minimum, meet the EPA or USDA standards for recovered materials or biobased content, respectively, unless an item cannot be acquired competitively within a realistic timeframe, meet appropriate performance standards, and/or be acquired at a reasonable price.

4.17 Inspection of Services. In accordance with the Inspection of Supply/Services clause(s) identified in the contract/order, the Government reserves the right to inspect Contractor performance.

4.18 Quality Management System (QMS). The Contractor shall ensure the quality of services through a quality and/or inspection system. The Contractor shall submit a Quality Control Plan (QCP) addressing detection of quality program problems and defects, identification of root

causes for quality related problems/defects, correction of root causes related to detected problems/defects, and follow-up to ensure quality related problems/defects do not recur. The plan shall include the schedule of quality assurance/control inspections planned by the Contractor. The Contractor shall provide the QCP in accordance with PWS paragraph 2.0. (CDRL A006, DI-QCIC-81722)

Appendix A, CDRLs

Document Identifier	DID	Title	PWS Reference(s)
A001	DI-MGMT-80227	Contractor's Progress Status & Management Report	1.1.1
A002	DI-MISC-80555A/T	Monthly Status Report	1.1.2
A003	DI-MGMT-80227	Contractor's Progress Status & Management Report	1.1.3
A004	DI-MGMT-80004A	Management Plan	4.7.2
A005	DI-ENVR-81375	Environmental Health and Safety Plan	4.10.1
A006	DI-QCIC-81722	Contractor's Quality Control Plan	4.17