

**PERFORMANCE WORK STATEMENT (PWS) FOR
CANINE DRUG AND EXPLOSIVE DETECTION SERVICES at
DEFENSE LOGISTICS AGENCY (DLA) DISTRIBUTION SUSQUEHANNA, PENNSYLVANIA**

1. OBJECTIVE

The purpose of this Canine Drug and Explosive Detection Services procurement is to provide canine detection/deterrent resources in support of DoD installation security regulations and anti-terrorism measures currently in place for the protection of employees, visitors, information and properties at DLA Distribution Susquehanna, Pennsylvania facilities located in New Cumberland and Mechanicsburg, PA.

2. SCOPE

A. The contractor shall be required to provide Canine Detection Teams in adequate numbers and composition to provide installation-wide detection/deterrent capability against illegal and potentially life-threatening activities directed against employees, visitors, information, and properties. A canine detection team shall be comprised of a detection-specific (i.e., drugs or explosives) canine and a handler. Only single purpose canines shall be used. The same canine shall not be used for both drugs and explosives detection.

B. The types of canine detection services include, but are not limited to: conducting inspections of delivery/service vehicles and cargo at truck control and installation gate areas; conducting inspections of employee/contractor vehicles and property entering DLA Distribution Susquehanna, Pennsylvania at the New Cumberland site; conducting drug and explosives detection sweeps of designated areas within the DLA Distribution Susquehanna, Pennsylvania facilities at New Cumberland and Mechanicsburg; inspecting unaccompanied vehicles, packages or items discovered on or adjacent to DLA Distribution Susquehanna, Pennsylvania at New Cumberland property; periodically conducting roving patrols for deterrent purposes. Designated areas within the DLA Distribution Susquehanna, Pennsylvania at New Cumberland installation may include but not limited to, office work areas, warehouse work areas, warehouse storage buildings, military quarters, and family housing quarters. Designated areas within DLA Distribution Susquehanna Pennsylvania facility located at Mechanicsburg are limited to office work areas, warehouse work areas, and warehouse storage buildings that are leased from the Navy. The Contractor shall perform canine detection services in a variety of environmental conditions. These conditions include working in hot or cold outdoor temperatures (i.e., below 32 degrees or above 90 degrees) and in dusty, dirty warehouse conditions.

C. The Contractor shall provide properly trained and certified Canine Detection Teams as required in this PWS and in accordance with (IAW) Air Force Instruction AFI31-121 and Air Force Manual AFMAN31-219. These documents can be found at <http://www.e-publishing.af.mil/>. The handler and the canine must be trained and certified together to perform the specific detection services. Each canine handler shall possess at least two years of recent general canine handling and care experience.

D. This contract provides for the acquisition of canine drug and explosive detection services. The Government reserves the right to acquire additional canine detection services outside of this contract by whatever methods deemed appropriate.

3. LOCATION OF WORK

All work shall be performed at DLA Distribution Susquehanna, Pennsylvania with facilities at 2001 Mission Drive, New Cumberland, PA 17070 and 5450 Carlisle Pike, Mechanicsburg, PA 17055.

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4. PERIOD OF PERFORMANCE

This contract period of performance shall be for a one (1) year base period with two (2) one-year option periods.

5. SCHEDULE

A. The Contractor shall provide the following two canine detection teams as scheduled by the Contractor and the Contracting Officer's Representative (COR) which will consist of one hundred and fifty-six (156) visits each per period of performance (PoP). One team shall consist of one (1) drug detection canine and one (1) handler. The other team shall consist of one (1) explosive detection canine and one (1) handler.

B. Each canine detection team shall work a four (4) hour shift.

C. The COR and the Contractor shall to the maximum extent possible establish a schedule for the weekly canine detection services three months in advance. Since this installation operates seven (7) days a week, 24 hours a day, the Contractor shall be required to provide canine detection services anytime during this operational period.

D. Modifications to the established weekly schedule are permissible with the COR's approval. The COR will notify the Contractor when the facilities at New Cumberland, PA and/or Mechanicsburg, PA are not accessible to the Contractor to perform a scheduled canine detection event. The COR and the Contractor will reschedule this event.

E. In addition to the weekly canine detection services, contingency support may be required anytime during the installation's operational period. When notified by the COR that contingency support is required, the Contractor shall respond within two hours on site with an explosive canine detection team. A drug canine detection team will not be required for contingency support.

6. SERVICE REQUIREMENTS

A. The Contractor shall provide trained and certified canine detection teams to perform the drug and explosive detection services prescribed herein. Drug Detection Teams and Explosive Detection Teams shall be required to detect the substances outlined IAW AFI31-121 paragraph 5.1.2.6.

B. The canine detections teams shall remain available for immediate response during all breaks and meal periods.

C. The Contractor shall provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance as specified within the terms and conditions of the contract. Before commencing work under this contract, the Contractor shall submit proof to the Contracting Officer (KO) that the required insurance has been obtained.

D. All canines shall be physically able to perform the types of detection services identified herein. All canines shall be trained to disregard artificial detectors (substances purposely placed in the article to confuse the canine). All canines shall be trained not to paw or retrieve a substance once it has been detected; all canines shall be trained to sit or lay to alert the handler that a substance has been detected.

E. All canine detection teams (canine and handler) shall complete a minimum of sixteen hours of training per month to maintain and improve the proficiency level of the team.

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(1) Drug Detection Teams shall have successfully completed a drug detection training program IAW AFI31-121. The handler and the canine must complete the program together. The program shall include the detection of illicit drugs and residue. The canines shall be trained using actual substances. The training program and certification shall include and shall demonstrate, at a minimum, the canine's ability to detect Marijuana, Cocaine, Heroin, Methamphetamine, Hashish, and MDMA IAW AFI31-121 paragraph 5.1.2.6.1.

(2) Explosive Detection Teams shall have successfully completed an explosive detection training program IAW AFI31-121. The handler and the canine must complete the program together. The program shall include the detection of illicit explosives and residue. The canines shall be trained using actual explosive substances. The training program and certification shall include and shall demonstrate, at a minimum, the canine's ability to detect Ammonium Nitrate (AN), Ammonia Dynamite, C-4, Detonation Cord, Nitroglycerin Dynamite, Potassium Chlorate, Semtex, Smokeless Powder, Sodium Chlorate, TNT, and Water Gel IAW AFI31-121 paragraph 5.1.2.6.2.

B. Canine Handler Training and Certification

(1) As described above, the handler shall complete the program and be verified with the canine which will perform the drug detection services under this contract IAW AFI31-121. The training program shall consist of a curriculum that exposes the handler to, and requires a demonstrated proficiency in and the knowledge of the subject areas listed below:

- a. Fundamentals and Handling Techniques for Drug Detector Canines.
- b. An exposure to and hands on familiarity with common Illicit Drugs, including recognition.
- c. Execution of effective searches in various environments.
- d. Setting up, preparing, and executing routine training scenarios.
- e. Preparing and maintaining documentation to ensure the thorough maintenance and search training

(2) As described above, the handler shall complete the program and be certified with the canine that will perform the explosive detection services under this contract IAW AFI31-121. The training program shall consist of a curriculum that exposes the handler to, and requires a demonstrated proficiency in the knowledge of the subject areas listed below:

- a. Fundamentals and Handling Techniques for Explosives Detector Canines.
- b. An exposure to and hands on familiarity with common Military and Commercial Explosives, including composition, combinations, and bases.
- c. Fundamentals of Explosive Devices.
- d. An overview of common Improvised Explosive Devices, including recognition, structure, and composition.
- e. Execution of effective searches in various environments.

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- f. Setting up, preparing, and executing routine training scenarios.
- g. Preparing and maintaining documentation to ensure the thorough maintenance and search training.

8. Transition Period

(1) The incoming contractor will shadow the current contractor to see the operations at the assigned posts and canine details that are conducted. They will ask any questions of the current contractor as far as operations and handling of canine. The new contractor will meet with the COR and go over expectations of the contract and work to be performed.

8. DELIVERABLES

A. Certifications

(1) The Contractor shall provide the training program completion certificates for all canine detection teams to be used in performance of this contract. The certifications shall include a written detailed description of the training content and a written detailed description of the certification test. The written detailed description of the certification test shall include, at a minimum, the following information.

- a. The date of the test.
- b. The location of the test.
- c. The environment in which the test was conducted:
 - Indoors/Outdoors
 - Temperature
 - Weather Conditions
 - Wind Direction
 - Wind Speed (light, heavy, gusts, etc.)
 - Other surrounding conditions which may impact canine and Handler performance.
- d. A description of how the test was conducted.
- e. The type and amount of detectable substance used during the test, to include residue test result for drug canine.
- f. The use of distracters.
- g. The name of the canine.
- h. The name of the handler.
- i. The name and contact information of the certifying official.
- j. The results of the test.

(2) The Contractor shall submit training program completion certificates for all canine detection teams to be used in performance of this contract to the COR. All canine detection teams shall obtain a detection-specific training program certification annually IAW AFI31-121. The Contractor shall ensure that the certifications for all canine detection teams are used in performance of this contract remain current. The Contractor shall obtain annual certifications at no additional cost to the Government. The Contractor shall provide annual recertification documentation including a written description of the proficiency assessment to the COR.

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B. Proficiency Sustainment/Maintenance Training

(1) Per AFI31-121, the Contractor shall maintain and document the structured canine handling proficiency sustainment/maintenance training program. The maintenance training documentation shall include, at a minimum, the following information:

- a. The date of the training.
- b. The name of the individual conducting the training.
- c. The type and amount of training aid used.
- d. The length of the training session.
- e. The location of the training session.
- f. A detailed description of the training session to include the type of training and the environmental conditions (described in section A (1)) (i.e., vehicle, luggage, building, open area, etc.)

(2) The Contractor shall provide all proficiency sustainment training/maintenance documentation monthly to the COR. This documentation shall be submitted to the COR within fifteen (15) days after the end of the month in which training was conducted.

9. VALIDATION TESTING

A. Scope. The Contractor shall conduct periodic Validation Testing per AFI31-121. This test is only designed to assess a drug canine's ability to successfully recognize drug odors and an explosive canine's ability to successfully recognize explosives odors. The Validation Testing will not occur more than four (4) times per year. The Validation Testing shall occur on the Defense Distribution Center, Susquehanna installation. The COR and other authorized Government representatives may witness the Validation Testing; however, these Government representatives will not communicate during or interfere with the Contractor personnel performing the Validation Testing. A failed test occurrence will necessitate an immediate repeat test. The second test would not count toward the four (4) tests required for the year.

B. Overview of the Test. This test will involve simple recognition of all mandatory drug and explosive odors (hereinafter referred to as targeted odors) IAW AFMAN31-219. A blind test method will be used. For this test, blind testing means the handler will not know where the targeted odor samples are placed. This will verify that the canine is recognizing the targeted odors and is not responding to any external cues. A contractor-provided test administrator will be responsible for selecting and recording the placement of all sample containers and evaluation the test results. A sample container may be empty, may contain a distraction odor or may contain a targeted odor.

C. Materials. Uncontaminated distraction and targeted odor samples will be utilized. For the purpose of this test, a distraction odor sample may consist of any non-drug or non-explosive odor that the canine may encounter in its environment. Appropriate distraction odors for this test may include food, health and beauty aid products, and textiles. Since the Government requires the Contractor to provide single purpose canines, the Government reserves the right to use drugs and explosives as distraction odors. Drug odor samples will be no less than two grams. Explosive odor samples will be not less than one quarter pound. The actual substance samples will be used. Substitutes or pseudo samples will not be used.

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D. Preparation of Samples. In order to avoid cross contamination, proper handling and storage procedures will be strictly followed. Each test sample (distraction, drugs, or explosives) will be placed in a clean unused container, with a perforated top (e.g., unused cardboard boxes, metal paint can, etc.). All perforated sample containers will be identical. All sample containers will be placed in a larger external container. All external containers will be identical. External containers may or may not be sealed and/or have lids. All external containers will be weighted with unopened reams of copy paper. All containers will be devoid of external marking and all perforations will be small enough to eliminate the presence of visual cues.

E. Test Method

(1) Canine Drug Detection Teams and Canine Explosive Detection Teams will be tested separately and at random once per quarter. All mandatory drug and explosive odors will be utilized as test samples IAW AFMAN31.219 paragraph 6.1 and AFI31-121. Any training odor not used during validation testing must be reflected in the validation report with a general statement explaining why they were not used. The sample containers will be placed in a line with a minimum of 10 feet between each container. The test administrator will determine the overall arrangement of the sample containers. To allow for sufficient odor availability, the samples will be placed in the containers for a minimum of 30 minutes prior to instructing the canine detection team to report to the testing area and starting the testing. The test administrator will record the time or day, temperature, weather conditions, quantity and type of each sample, and the amount of time between the placement of the last sample and the start of the test.

(2) At least two trials per odor and one negative test (no training aids planted) per validation for both drug and explosive canines will be conducted. Drug canines are also required to conduct 2 residual odor tests. Validation testing must be conducted in at least three of the following areas, but efforts should be made to conduct testing in as many areas possible: Vehicles, Luggage, Warehouse, Buildings/Dormitories, and Open areas IAW AFMAN31-219 paragraphs 6.1.2, 6.1.2.1, 6.1.2.3, 6.1.2.4, 6.1.2.5, 6.1.2.6 and AFI31-121.

F. Test Procedures. Prior to starting the test, the canine handler will be explained the following:

- (1) The canine detection team will be allowed to search each sample container twice.
- (2) The handler will identify when the canine has made an alerting response and report it to the test administrator.
- (3) The test administrator will record the placement of the container where each alerting response is identified.
- (4) The test administrator will evaluate the test results.

G. Evaluation of Test Results. The detection rate will be evaluated on the canine's capability based upon the totality of all exposed training aids used during the validation or certification test IAW AFI31-121 paragraph 6.1.7, Detection Standards.

- (1) PASS: To successfully pass the validation test, the canine must make positive responses on 90% detection for drug odors and 95% detection for explosive odors used in the test.
- (2) FAIL: The canine will fail the validation test if the detection rate is less than 90% for drug odors and 95% for explosive odors.

10. SECURITY REQUIREMENTS

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A. The Contractor shall register all contractor owned vehicles at the DLA Distribution Susquehanna, Pennsylvania's Pass and ID office in New Cumberland and the Naval Support Activity Pass and ID office in Mechanicsburg and shall possess a valid driver's license, valid vehicle registration and inspection, and insurance. The Contractor's vehicles accessing the DLA Distribution Susquehanna, Pennsylvania's facilities located at New Cumberland and Mechanicsburg shall have a contractor vehicle pass conspicuously posted in the vehicle window at all times.

B. All Contractor personnel entering DLA Distribution Susquehanna, Pennsylvania facilities located at New Cumberland and Mechanicsburg shall abide by all security regulations and may be subject to security checks. All personnel and vehicles are subject to search and seizure of contraband and/or unauthorized Government property. Contractor's vehicles (Contractor-owned and personnel), Contractor personnel, and their personal property shall be subject to searches upon entering and leaving the installation. Contractor personnel are permitted to bring training aids on to DLA Distribution Susquehanna, Pennsylvania facilities located at New Cumberland and Mechanicsburg. These training aids will not be subject to seizure as long as Contractor personnel have the proper documentation authoring their possession for training purposes.

C. IAW 18 USC 1382, the Installation Commander has the authority to bar individuals from the installation. The removal from the job site or dismissal from the premises shall not relieve the Contractor of the requirement to provide sufficient personnel to perform the services as required by this contract. Contractor personnel shall conduct themselves in a proper, efficient, courteous, and businesslike manner. The Contractor shall remove any individual from the site whose continued presence or employment is deemed by the KO or COR to be contrary to the public interest or inconsistent with the best interests of national security.

D. The Government will not be responsible in any way for damage to the Contractor's supplies, materials, equipment, and property or to Contractor employees' personal belongings that are damaged or destroyed by fire, theft, accident, or other disaster.

11. CONTRACT MANAGEMENT

A. The Contractor shall develop a Quality Control Plan (QCP) that defines the detection services teams and describes how each team will complete the services identified in this PWS. The QCP shall include how the Contractor will maintain acceptable quality standard to include those defined in this PWS. The Contractor shall update the QCP at least quarterly.

B. The Contractor's QCP shall be incorporated into and become part of this contract after the plan has been accepted by the Government. Changes made after initial KO or COR acceptance shall be submitted in writing to the KO or COR for review and acceptance. The Contractor's QCP shall be maintained throughout the life of the contract and shall include the Contractor's procedures to routinely evaluate the effectiveness of the plan to ensure the Contractor is meeting the performance standards and requirements of the contract.

12. QUALITY ASSURANCE SURVEILLANCE PLAN (QASP)

A. The Quality Assurance Surveillance Plan (QASP) is a government developed document used to evaluate Contractor actions while implementing the PWS. The QASP is designed to provide an effective surveillance method for monitoring and evaluating the Contractor's performance for each of the performance

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objectives, to ensure that the Contractor performs in accordance with the performance metrics set forth herein, and to ensure that the Government receives the acceptable performance levels of service.

B. The Contracting Officer’s Representative (COR) performs surveillance activities under direction of the DLA Distribution J7 KO. The QASP will also afford the KO and the COR a productive mechanism to preclude major deficiencies in Contractor performance, provide input for the annual Contractor performance evaluations, make the determination of exercising contract options, and ensure the Government only pays for acceptable level of services received. The Contractor, and not the Government, is responsible for management and quality control actions to meet the terms of the contract. The role of the Government is to carry out quality assurance surveillance actions to ensure contract standards are achieved. This QASP may be revised periodically as determined by the COR and KO. The Contractor shall be provided a 30-day notice of revision. When the Contractor performance fails to achieve the acceptable performance level and is clearly the fault of the Contractor, the COR will prepare a Contract Deficiency Report (CDR) and forward it to the KO to issue to the Contractor. In response to the CDR, the Contractor shall explain within seven business days, in writing, why performance was unacceptable, how performance will be returned to acceptable levels and how recurrence of the problem will be prevented in the future. The KO will evaluate the Contractor’s explanation and determine the appropriate actions.

(1) COR QASP Checklist

Date of Inspection: _____ Performance Objective	Contractor accomplished performance objective satisfactorily	Contractor did not accomplish performance objective satisfactorily (Provide brief description)
Adhere to established schedule - report on site ready to work on the day and at the time scheduled unless otherwise approved by the COR		
Provide trained and certified canine detection-specific teams		
All canine detection teams (canine and handler) perform a minimum of four hours per week of proficiency sustainment/maintenance training. Maintenance training documentation has been submitted to the COR within 15 business days after the end of the month during which training was conducted.		
Conduct periodic Validation Testing to assess a drug canine’s ability to successfully recognize drug odors and an explosive canine’s ability to		

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successfully recognize explosive odors.		
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C. Performance objectives for the Contractor

(1) The Contractor shall perform canine detection services with oversight and approval of the COR. These services include conducting drug and explosive searches to provide installation-wide detection/deterrent capability against illegal and potentially life-threatening activities directed against employees, visitor, information and properties. The types of canine detection services are identified in the PWS.

(2) The Contractor shall ensure that trained and certified canine detection teams are provided to meet the Acceptable Performance Levels (APLs) detailed in this QASP. The Contractor shall be evaluated to ensure performance meets or exceeds the APLs listed below. Penalty deductions may be used to reduce the fixed price invoice when APLs are not met.

D. Metrics/Penalties

(1) Performance levels will be monitored, measured, and compared against the APLs by the COR. If a performance objective is not met during an evaluated period, the Contractor’s invoice may be reduced by the penalty listed in the APL.

(2) Actual use and application of monetary penalties may be waived by the COR if the COR and Contractor agree that such penalties are not necessary or are not appropriate based on the circumstances associated with creating the penalty.

E. Acceptable Performance Levels (APLs):

Performance Objective 1: Adherence to established schedule

Measure 1: The Contractor shall adhere to established schedule by reporting on site ready to work on the day and at the time scheduled unless otherwise approved by the COR.

Surveillance 1: The COR will perform 100% inspection

Acceptable Performance Level 1: 98% of all scheduled days and times are achieved

Penalty 1: \$500.00 per occurrence after second incident per contract year

Performance Objective 2: Trained and certified canine detection-specific teams

Measure 2: The Contractor shall provide trained and certified canine detection-specific teams.

Surveillance 2: The COR will perform periodic inspections

Acceptable Performance Level 2: 100% of canine detection teams possesses current detection-specific certificates.

Penalty 2: \$1000.00 per occurrence

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Performance Objective 3: Canine detection-specific team proficiency sustainment/maintenance training.

Measure 3: All canine detection teams (canine and handler) shall perform a minimum of four hours per week of proficiency sustainment/maintenance training.

Surveillance 3: The COR will perform periodic inspections.

Acceptable Performance Level 3: 100% of all proficiency sustainment/maintenance training has been performed and maintenance training documentation has been submitted to the COR within 15 business days after the end of the month during which training was conducted.

Penalty 3: \$500.00 per occurrence

Performance Objective 4: Validation Testing

Measure 4: The Contractor shall conduct periodic Validation Testing to assess a drug canine's ability to successfully recognize drug odors and an explosive canine's ability to successfully recognize explosive odors.

Surveillance 4: The COR will perform periodic inspections of the test results

Acceptable Performance Level 4: 100% of all test results are 90% for drugs and 95% for explosives

Penalty 4: \$1000.00 per occurrence. Each contract year the contractor will not be assessed a deduction for the first failed test occurrence of the Validation Testing.

The table below summarizes the performance factors, APLs, and penalties.

PWS Paragraph	Performance Metric	Goal	Acceptable Performance Level (APL)	Surveillance method(s) used to determine performance level	Penalty/ Deduction if APL is not met
5	The Contractor shall adhere to established schedule by reporting on site ready to work on the day and at the time scheduled unless otherwise approved by the COR.	100%	98% of all scheduled days and times are achieved	100% inspection	\$500.00 per occurrence after second incident per contract year
6.A,7 and 8.A	The Contractor shall provide trained and	100%	100% of canine detection teams possess current	Periodic inspections	\$1000.00 per occurrence

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	certified canine detection-specific teams		detection-specific training certificates		
6.E and 8.B	All canine detection teams shall perform a minimum of four hours per week proficiency sustainment/maintenance training	100%	100% of all proficiency sustainment/maintenance training has been performed and the support documentation has been submitted to the COR within 15 business days after the end of the month during which the training was conducted	Periodic inspections	\$500.00 per occurrence
9	The Contractor shall conduct periodic Validation Testing to assess a drug canine's ability to successfully recognize drug odors and an explosives canine's ability to successfully recognize explosive odors.	100%	100% of all test results are 90% for drugs and 95% for explosives	Periodic inspections or the test results	\$1000.00 per occurrence **First occurrence of each contract year does not result in a deduction

END OF PERFORMANCE WORK STATEMENT (PWS)