

**PERFORMANCE WORK STATEMENT  
FOR  
IN-SERVICE FIRE WATER TANK  
INSPECTION & SEDIMENT REMOVAL**

DRAFT

**Dover AFB**  
**8 March 2023**

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FOR  
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INSPECTION & SEDIMENT REMOVAL**

**1. DESCRIPTION OF SERVICES.** The contractor shall provide all labor, supervision, specialty equipment, and insurance to professionally evaluate and remove sediment in water reservoirs 718, 946, 1908 T1, 1908 T2, 1215 T1, 1215 T2. See Appendix C for reservoir sizes and capacities.

**1.1. BASIC SERVICES.** This work is In-Service, and reservoirs must remain full during all phases of evaluation. The contractor shall conduct sediment removal prior to conducting assessment of each reservoir. The contractor shall inspect the interior and exteriors of tanks and associated devices to include Cathodic Protection (IAW with NACE Standards RP0388-2001, RP0196-96 & RP0193-2001).

**1.1.1. IN-SERVICE CLEANING.** The contractor shall remove accumulated bottom sediment with vacuum type equipment. Material that cannot be vacuumed shall be removed manually and disposal is to be coordinated through the government.

**1.1.2. IN-SERVICE ASSESSMENT.** The interior and exterior assessments are to include review of structural, sanitary, safety, security and any installed coating conditions. Reporting shall be provided based on water tank inspection criteria, referencing applicable OSHA, EPA, AWWA, TCEQ and NFPA requirements. The minimum items to be examined will include ladders, shell, roof, vent, manways, welds, seams, foundation, anchors, safety systems, hatches, external overflow and plumbing. Underwater interior video documentation will be completed with real-time closed circuit high-resolution color underwater video equipment. All pertinent findings will be recorded on DVD format video disc (including dive maintenance technician's findings and narrative summary). Services will include detailed interior video documentation of the potable water tanks/clear-wells as described in Appendix C.

**1.2. UNDERWATER OPERATIONS.** All Dive Maintenance Technicians and associated in-tank equipment are to be fully disinfected in accordance with AWWA Standard C652-02. All system entries will be conducted in accordance with applicable OSHA regulations pertaining to Diving and Confined Space; including 1910.401 thru 1910.441. Specialty equipment to be used but not limited to; appropriate OSHA climbing and personal fall protection, AWWA and ADC approved commercial diving equipment dedicated to in-service potable water operations.

### **1.3. DELIVERY SCHEDULE.**

**1.3.1. ON-SITE DELIVERY.** The deliverable provided on site will consist of the contractor's checklist, summary of recommendations and Immediate Needs Assessment, with documented discrepancies that require urgent action and is supplemented by the interior DVD documentation. The DVD documentation shall be transferred to the government upon completion of on-site inspection.

**1.3.2. FOLLOW-UP REPORTS.** A bound detailed report for each tank/reservoir is to be delivered within 30-45 days of completion of on-site work. This documentation is to include a comprehensive listing of all discrepancies found, with corresponding photos and recommendation provided by the contractor. All bound detailed reports are to be signed and stamped by a licensed professional engineer.

**2. GOVERNMENT-FURNISHED PROPERTY/SERVICES:** The government will provide an approved discharge location (sewer, cofferdam, etc.) within 300 feet of the reservoir access hatch. Access into the tanks and/or clear wells are a minimum of 24" diameter with no obstructions in the hatchway.

### **3. GENERAL INFORMATION.**

**3.1. HOURS OF OPERATION.** DAFB standard hours of operation are 0700 to 1600 Monday through Friday. Federally recognized holidays are to be observed and are considered off-days. The Contractor may be requested to respond on off-days to include weekends for emergency services. The standard two-hour response requirement for emergency services applies regardless of work-day or off-day status.

**3.2. VEHICLES AND PASSES.** All contractor or contractor employees' vehicles used for the performance of this contract shall comply with all local, state and federal regulations. In addition, all vehicles described above must be registered through the Security Forces Squadron, Pass and Registration and will comply with DAFB directives.

**3.3. CONTRACTOR PERSONNEL.** The contractor's personnel shall conduct themselves in a professional manner. Contractor uniforms, badges, and appearance standards shall be commensurate with industry standards. The military uniform or any part thereof, may not be worn by Contractor's employees while performing work under this contract.

**3.4. ROSTERS.** The contractor shall provide a list of employees to the contracting officer and to the COR. The contractor shall submit changes to the list immediately as employees begin or stop working on the contract. The list will also identify key personnel with cell phone or pager numbers.

### **3.5. RECORDS MANAGEMENT.**

Records Management. The contractor understands that when creating, handling and maintaining records for the Air Force, either electronic or paper, they must meet the requirements established in AFRIMS Records Disposition Schedule (RDS), AFI 33-322, Records Manage Program, AFI 33-364, Records Disposition Procedures and Responsibilities, and AFM 33-363, Management of Records. In order to meet the requirement established IAW the above-mentioned regulations contact the Base Records Management Office {436 CS/SCXK, Bldg. 310} at (302) 677-3642 for guidance and training.

**4. SECURITY AND SAFETY REQUIREMENTS.** In performing any work under this contract on premises which are under the direct control of the Government, the Contractor shall conform to all safety rules and requirements prescribed in Air Force Pamphlet 91-210, Contract Safety and Public Law 91-596, The Occupational Safety and Health Act of 1970. Effective on the date of this contract, the contractor shall take such additional precautions as the Contracting Officer may reasonably require for security, safety, traffic fire, personnel clearances, and accident prevention purposes. The Contractor agrees to take all reasonable steps and precautions to prevent accidents and preserve the life and health of the Contractor, Government Property and Government personnel performing or in any way coming in contact with the performance of this contract on such premises. These requirements are additional to and do not replace the standards promulgated by the Department of Labor under the Occupational Safety and Health (OSHA) Act. In the event of a conflict between the OSHA Standards and these requirements, the most stringent shall apply. Any violation of such rules and requirements, unless promptly corrected, as directed by the Contracting Officer, may be considered grounds for termination of this contract in accordance with the default provisions hereof.

**4.1. SECURITY.** All personnel employed by the contractor in the performance of this contract, or any representative of the contractor entering the governmental installation shall abide by all security instructions and directives of DAFB. Employees are responsible for safeguarding all government property provided for contractor use.

**4.1.1.** At the close for each work period, government facilities, equipment and materials shall be secured, lights, heat and water turned off and all doors and window secured.

**4.1.2.** The contractor and, as applicable, subcontractor shall not employ persons for work on this contract if such employee is identified as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population, nor shall the contractor or subcontractor employ persons under this contract who have an outstanding criminal warrant as identified during the Criminal Background Check (CBI).

**4.1.3.** Contractors shall ensure their employees and those of their subcontracts have the proper credentials allowing them to work in the United States. Employees and subcontractors later found to be undocumented or illegal aliens will be remanded to the proper authorities.

**4.1.4.** All contractors and subcontractors when working in a Controlled, Restricted, or other sensitive area must be escorted at all times. The military agency or unit responsible for the project or work is responsible for providing the escorts. The Contractor shall follow existing procedures and instructions for obtaining entrance to restricted or controlled areas.

**4.2. CONTRACTOR BADGE POLICIES.** All requests for contractor badges will be submitted through the Base Contracting Squadron Office and/or the Contracting Officer Representative. The Contracting Squadron Office or base point of contact will then fill out an Operational Risk Management Assessment Form (ORM) for the requesting agency and submit it to the Pass and Registrations section for approval IAW OPlan 31-101. As a minimum the ORM will be submitted 10-days prior to the requested date of employment.

**4.2.1.** All contractor employees who'll be granted unescorted access to the installation are required to consent to a Criminal Background Investigation (CBI) prior to being granted entry to the installation. Continued employment is contingent upon successful completion and favorable reporting of the criminal background check.

**4.2.2.** DAFB Contractor badges will be issued for the period of performance. In the event a badge is lost or stolen, immediately contact the 436 SFS, Pass and Registration office. The badge holder must accomplish the Loss/Theft of Identification Worksheet and provide it to his/her supervisor. The supervisor of the contractor will investigate the loss and report in writing the circumstances in which the badge was lost to the 436th Contracting Squadron and 436 SFS, Pass and Registration office and submit a new request for badge before a new badge can be reissued.

**4.2.3.** Base Contracting Office or base point of contact will immediately notify Security Forces, Pass and Registration when a contractor's employment has been terminated. The Site Supervisors are responsible for notifying and returning the contractor's badge to Pass and Registration when this occurs. At no time will a contractor contact Security Forces directly regarding badge denial; they need to contact the Contracting Office.

**4.3. INSTALLATION ACCESS.** The contractor shall obtain personal contractor identification badge for all employees and vehicle passes for all contractor and personal vehicles requiring entry onto DAFB from Pass and Registration, for the duration of the contract. Employees are only permitted to enter the installation during the date and time periods indicated on their contractor badge.

Vehicle registration, proof of insurance and a valid driver's license must be presented for all vehicles while operating on the installation. All vehicles entering the installation or sensitive areas are subject to search. Any refusal or non-consent by an employee will result in termination of their base access and immediate confiscation of this access badge.

**4.3.1.** During Force Protection Condition (FPCON) Normal and Alpha, personnel without base issued badges must be sponsored onto the installation.

**4.3.2.** During FPCON Bravo, Charlie and Delta, personnel without base issued identification shall be physically escorted onto the installation.

**4.3.3.** During Higher FPCONs (Charlie and Delta) the base will curtail non-essential operations/functions; access by Non-Essential Contractors will be suspended as the direction of the Installation Commander.

**4.4. FLIGHTLINE DRIVING.** Contractors will have to adhere to the provisions in DAFBI 13-202 if operating on the airfield.

**5. HAZMAT REQUIREMENTS:** The contractor shall submit Material Safety Data Sheets (MSDS) of all chemicals planned for use on DAFB.

**5.1. Purpose.** As required by AFI 32-7086, paragraphs 2.5.5.2.4, 2.5.5.2.8 and 2.5.5.2.9; requires DAFB to account for all hazardous materials (HAZMATs) brought on the facility to include contractors as well as providing procedures for the reporting of those items.

**5.1.1.** This part outlines actions to be taken by the contractor in the request for approval of hazardous materials prior to initiating field activities associated with the subject project and the reporting of approved hazardous materials usage during contract performance.

**5.1.2.** Compliance with this part is mandatory and contractor failure to comply will result in the contractor not being allowed to bring any hazardous materials on DAFB. Contractors must also comply with mandatory Federal, State and local guidelines, regarding storage and management of hazardous materials, failure to comply can result in legal action by Federal, State or local enforcement officers against the offender.

**5.2. RESPONSIBILITIES:** Contractor Reported Usage of HAZMAT.

**5.2.1.** Contractors must submit to the associated Contracting Office the information and supporting documentation including Material Safety Data Sheets (MSDSs) necessary to obtain HAZMAT usage authorization. Report data on the HAZMAT used during the performance of the contract at intervals and in the format specified by DAFB.

**5.2.2.** The contractor shall provide a completed DAFB HAZMAT Chemical Worksheet (**Appendix A**) for each HAZMAT to be used during the duration of the contract to include MSDS. This list of all HAZMATs shall be provided at the beginning of the contract. Any additional HAZMATs required during the course of the contract shall be requested for approval at that time. In addition, the quantity of chemicals expended will be reported to the DAFB Hazardous Materials Pharmacy (HAZMART) by filling out the Contractor's Monthly Report (**Appendix B**) for HAZMATs. Both the Worksheet and Monthly Report forms shall be provided upon award of contract.

**5.3. WASTE and HAZARDOUS WASTE REMOVAL:** The contractor shall dispose of all wastes generated in the performance of their task. No hazardous waste or solid waste materials shall be placed in any trash receptacle on DAFB. The Contractor must comply with all federal,

state, and local regulations regarding the transport and disposal of any and all hazardous wastes generated as a result of maintaining and repairing fire extinguishing and fire alarm systems under this contract.

**5.4. MATERIALS.** All materials used in the performance of services on the installation shall be in compliance with industry standards, local, Federal and State laws, and will be used according to manufacturers' recommendations. Materials will be used for intended purposes and will be stored and utilized in accordance with industry standards. The Contractor will submit Material Safety Data Sheets on all materials to be used fifteen (15) days prior use for approval by the COR and the Environmental Flight Hazardous Waste Coordinator.

**6.0. ANTITERRORISM AWARENESS LEVEL I TRAINING.** DoD Contractors supporting a Base Service Contract (e.g., Custodial Services, Ground Maintenance, etc.) are highly encouraged to complete AT Awareness Level I training IAW AFI 10-245, *Antiterrorism*, Standard 25, by completing the—Force Protection computer based training (CBT) course through the Advanced Distributed Learning System (ADLS) site or the Defense Technical Information Center (DTIC) at <https://atlevel1.dtic.mil/> for individuals without access to government Non-classified Internet Protocol Router Network (NIPRNET) computer and who do not possess a CAC card.

## **7.0. CONTRACTOR MANPOWER REPORTING.**

**7.1.** The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this contract for the **Fire Tank Cleaning & Inspection** Service Contract via a secure data collection site. The contractor is required to completely fill in all required data fields at <http://www.ecmra.mil>.

**7.2.** Reporting inputs will be for the labor executed during the period of performance for each Government fiscal year, which runs 1 October through 30 September \* of each calendar year. Contractor may direct questions to the CMRA help desk.

\*Reporting Period: Contractors are required to input data by 31 October of each year.

**7.3. Uses and Safeguarding of Information:** Information from the secure web site is considered to be proprietary in nature when the contract number and contractor identity are associated with the direct labor hours and direct labor dollars. At no time will any data be released to the public with the contractor name and contract number associated with the data.

**7.4. User Manuals:** Data for Air Force service requirements must be input at the Air Force CMRA link. However, user manuals for government personnel and contractors are available at the Army CMRA link at <http://www.ecmra.mil>.

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## APPENDIX A

<b>Contractor Name:</b>							
[Company performing the work]							
<b>Contract Number and Title:</b>							
<b>Project Number (FJXT):</b>							
<b>Estimated Start Date:</b>		<b>Estimated Completion Date:</b>					
<b>Shop Code (DV):</b>							
[To be completed by base personnel]							
<b>PROCESS CODE:</b>							
[To be completed by Bioenvironmental Engineering]							
<b>National Stock Number (NSN), or Part Number:</b>							
<b>Manufacture:</b>							
<b>Material Name:</b>		<b>Size:</b>					
[Be Specific]		[ounces, gallons or pounds, etc.]					
<b>Amount used:</b>		<b>Container type:</b>					
[Per week, month, year]		[box, bottle, can, tube, drum etc.]					
<b>Unit of Issue:</b>		<b>Units per container:</b>					
[each, dozen, kit, etc.]		[2 ea., one dz., 3 part kit, etc.]					
<b>Will the process be performed inside or outside?</b>							
<b>Will the process be performed on equipment, structure or aircraft?</b>							
<b>Physical location of process performance:</b>							
<b>Location Of stored Material:</b>							
<b>Is a Hazardous Waste Generated?</b>		YES	NO				
<b>If yes, how is waste disposed:</b>							
[remarks]							
<b>Is a site digram available?</b>		YES	NO				
[remarks]							
<b>Does the site have a listing of base procedures for reporting a spill?</b>				YES	NO		
[remarks]							
<b>This request requires both the contractors and QAE signature for processing.</b>							
<b>Contractor and Title:</b>							
<b>Phone:</b>		<b>Date:</b>					
<b>Government Representative:</b>							
<b>Phone:</b>		<b>Date:</b>					

## APPENDIX B

### CONTRACTOR'S MONTHLY REPORT FOR HAZMATS

Contractor:

Shop Code:

Contract#

Location:

The following information is required for tracking of Hazardous Materials on Dover AFB. For contracts **exceeding** six months, this form is required to be filled out on a monthly basis and returned to the Government Representative (QAE). Contracts less than six months, this form is required at the beginning and at the completion of the work. The QAE will provide a copy to the Hazmat Pharmacy. This information is required to comply with State, Federal and Air Force laws and regulation.

Material Name	Manufacture	NSN/Part #	Start Balance	Amount Used

**Use additional sheets are required.**

Contractor printed and name and date:

Signature:

Government Rep. printed name and date:

Signature:

## APPENDIX C

### RESERVOIR INFORMATION

<u>Tank</u>	<u>Capacity</u>	<u>Dimensions</u>	<u>Type</u>	<u>Cubic Yards Included</u>
Building 718	500,000	22' high x 66' dia.	Steel welded – o/g	10.5
Building 946	300,000	32' high x 40' dia.	Steel welded – o/g	4
Building 1908 T1	125,000		Steel welded – o/g	
Building 1908 T2	125,000		Steel welded – o/g	
Building 1215 T1	125,000		Steel welded – o/g	
Building 1215 T2	125,000		Steel welded – o/g	