

**PERFORMANCE WORK STATEMENT
FOR INDOOR FIRING RANGE
HAZARDOUS WASTE AND LEAD
ABATEMENT SERVICES**

March Air Reserve Base, California

Date

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PERFORMANCE WORK STATEMENT (PWS) FOR INDOOR FIRING RANGE HAZARDOUS WASTE AND LEAD ABATEMENT SERVICES

1. DESCRIPTION OF SERVICES

- 1.1. The contractor shall provide all management, tools, supplies, equipment, and qualified personnel necessary to ensure hazardous waste and lead abatement services are performed at the March Air Reserve Base (March ARB) indoor firing range (Building 1260), in a manner that will maintain satisfactory facility condition to perform firing operations. Sources of hazardous waste include weapons cleaning and firing range operation. Contractor will provide a Safety plan and Activity Hazard Analysis before beginning work. Contractor will ensure all personnel will receive PPE (personal protection equipment) and proper safety training in accordance with Occupational Safety and Health Administration (OSHA) 1910.1025 and related California Health and Safety regulations. A work report will be provided for scheduled maintenance and emergency calls. Reports must be countersigned by supervisor and a copy will be kept in firing range register. Workload data is provided in Appendix A, Facility List/Estimated Workload Data. Cleaning frequencies are established in Appendix B and Appendix C provides a Floor Plan identifying areas requiring services.

2. HAZARDOUS WASTE CLEANING

- 2.1. The contractor will inspect and clean the weapons cleaning room. This material may be potentially hazardous due to ignitability characteristic and/or lead/arsenic toxicity. Verify that firing range wastes from the weapon cleaning room and the firing range are properly segregated and accumulated in closed, properly labeled containers. Confirm that proper waste disposal practices are conducted including the recycling and reclamation of spent projectiles, and disposal of hazardous firing range wastes (e.g., lead contaminated dust, vacuum High Efficiency Particulate (HEPA) filters, air system filters) in accordance with federal and state regulations.

3. LEAD ABATEMENT

- 3.1. The facility will be cleaned as such that an average of swipe samples collected across the facility will contain no more than 200 micrograms per square foot, 2152 micrograms per square meter, or 21.52 micrograms per 100 square centimeters. Contractor shall follow frequencies in Appendix B.
 - 3.1.1. HEPA vacuum range surfaces to include floors, mats, walls, ceilings, windows, doors, bullet catch, conveyer room floors, conveyer room walls, conveyer system exterior, conveyer belt, conveyer duct exterior, air compressor and electrical equipment in conveyer room. HEPA vacuum will be of a commercial quality, explosion proof, and at a minimum be able to filter out and trap particles with a size of 0.3 microns or less.
 - 3.1.2. Water/Solution Cleaning of Range Surfaces: Perform deep cleaning of firing range surfaces using a commercial practice of a water solution method that consist with commercial industry standards. This method will be used to clean surfaces listed in (Para. 3.1.1) and all electrical and mechanical equipment shall be protected during this cleaning process.
 - 3.1.3. Remove Projectiles from Ballistic Material: Projectiles will be removed throughout the entire range from the ballistic material. Ballistic material is placed throughout the range to include

the walls, floors and anywhere else the ballistic material is found. Dispose in authorized containers labeled Hazardous Waste.

- 3.1.4. Empty Bullet Traps: Empty bullet traps and take precaution, producing minimal lead dust. Dispose in authorized containers labeled Hazardous waste.
- 3.1.5. Air Ventilation Abatement: Complete air handler unit cleaning - clean and remove lead dust accumulation in the exhaust ventilation systems, and ventilation grates. Replace air filters and HEPA filters as scheduled in Appendix B. (Government provided filter of various types, sizes).
- 3.1.6. Cleaning Schedule: The contractor will provide the government a periodic schedule of the cleaning at the beginning of the contract award beginning prior to the first service. The schedule shall be in digital format. The schedule shall include the dates the services will be provided listed in Appendix A and based on tasks and frequencies specified in Appendix B. Changes to the schedule requested by the contractor or government will be agreed upon through the Contracting Officer (CO) a month prior to the scheduled services. Scheduled cleaning should not exceed 3 working days.

4. LEAD SAMPLE COLLECTION AND ANALYSIS

- 4.1. Sample Collection: After lead abatement cleaning is completed the contractor will take lead sample collections. Samples shall be taken around every other shooting position, in between every other target retriever and the bullet trap area. Samples shall be labeled to clearly identify the location each sample was taken.
- 4.2. Sample Analysis: The samples must be analyzed by a laboratory certified under a program equivalent to U.S. Environmental Protection Agency (USEPA) Environmental Laboratory Lead Analysis Program. The required threshold for a successful cleaning is less than forty micrograms per square foot ($40\mu\text{g}/\text{ft}^2$) for interior floor surfaces; or two hundred and fifty micrograms per square foot ($250\mu\text{g}/\text{ft}^2$) for interior horizontal surfaces; or four hundred micrograms per square foot ($400\mu\text{g}/\text{ft}^2$) for exterior floor and exterior horizontal surfaces. Failure to meet below the required threshold will result in the contractor re-performing the service at no additional cost to the US government. Contractor will provide sample analysis reports to the Contracting Officer's Representative (COR) on a quarterly basis, no later than the fifth working day of the following month.

5. DISPOSAL OF LEAD CONTAMINATED WASTE

- 5.1. Disposal: Contractor shall follow frequencies in Appendix B. Disposal of any contaminated waste collected at the indoor range, including HEPA filters must be disposed in accordance with California Hazardous Waste Disposal Regulations by a certified company. It is the contractor's responsibility to characterize and properly dispose of contaminated materials generated in either the weapons cleaning room or the firing range in accordance with governing California laws and regulations. After each cleaning session is complete all contaminated waste will be removed. Contaminated waste will not be stored at March ARB. The contractor will provide copies of all waste characterization results, manifests, and disposal results for material removed by the contractor from Building 1260.
- 5.2. On Call Cleaning: No on call cleaning will be provided due to in place ongoing monthly services.

- 5.3. Contact Numbers: The contractor must provide and maintain current emergency contact numbers/communication means for March ARB. The contractor shall only respond to emergency calls placed by individuals authorized by the CO. The emergency contact numbers for communication means shall be provided by the Contractor to the CO and COR within 5 days of the award of the contract.
- 5.4. Response Time: The Contractor must provide on-call response within 24 hours for March ARB. This type of service must be available 7 days a week during normal business hours 7:00 a.m. - 5:00 p.m. PST.

6. SERVICES SUMMARY

- 6.1. The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Item No.	Performance Objective	Performance Threshold
1	Hazardous substances management (Section 2.1)	No validated discrepancies found after 2 separate services. No occurrence of non-performance.
2	Lead Abatement (Section 3)	No validated discrepancies found after 2 separate services. No occurrence of non-performance.
3	Lead Sample Collection and Analysis (Section 4)	No validated discrepancies found after 2 separate services. No occurrence of non-performance
4	Disposal of Lead Contaminated Waste. (Section 5)	No validated discrepancies found after 2 separate services. No occurrence of non-performance
5	Quality Control (Para 8.1, 8.1.1, 8.1.2, 8.1.3)	No more than 1 validated discrepancy found after 2 separate services. No occurrence of non-performance

- 6.2. Performance Objectives: Performance objectives are based on the tasks identified in Section 1, 2, 3, 4 and 5 of this PWS and establish the criteria for inspections. The contractor’s performance will be assessed against these objectives. If the contractor fails to perform service, fails to re-perform service satisfactorily or cannot re-perform due to frequency requirements, the CO will take appropriate actions.
- 6.3. Performance Thresholds: Performance thresholds have been established to identify the acceptable number of discrepancies found within related observation period, before a Contract Discrepancy Report (CDR) is submitted.

- 6.4. Contractor Responsibility: The contractor shall be responsible for performing all other requirements stated throughout the PWS.

7. GOVERNMENT/CONTRACTOR FURNISHED PROPERTY/SERVICES:

- 7.1. Key Control Program: The contractor shall establish and implement a key control program to ensure keys issued by the government are not lost, misplaced, used by unauthorized personnel, or duplicated. The contractor shall control access to all government-provided lock combinations to prevent unauthorized entry. In the event keys, locks or combinations are compromised due to contractor negligence, the government will replace the affected system and the cost deducted from the monthly payment due to the contractor.
- 7.2. Utilities: The government will provide access to existing/commonly available utilities to include electricity and water for the contractor's use in executing requirements of this PWS.
- 7.3. Utility Alterations: The government will not make alterations to existing utilities systems to specifically supply the contractor with their utility needs. If utilities are not available, the contractor shall provide the required utility to perform service.
- 7.4. Contractor Equipment Requirement: The contractor's equipment shall be of commercial quality, size, and type suitable for accomplishing the various phases of work specified. All electrical equipment shall be IAW with all laws and norms of the United States and California. The contractor shall prevent the operation or attempted operation of electrical equipment, or combinations thereof, which require power exceeding the capacity of existing building circuits. The COR or CO may inspect the contractor's equipment and tools at any time and direct the removal of any improper or unsafe equipment and tools. These items shall be removed from the job site and replaced with satisfactory equipment at no additional cost to the government.
- 7.5. Government will provide all filters in Appendix A and B.

8. GENERAL INFORMATION

- 8.1. Quality Control Plan: The contractor shall develop and maintain a Quality Control Plan (QCP) to ensure services are performed in accordance with this contract, applicable laws and regulations and commercial practices. The contractor shall develop and implement quality control procedures to identify, prevent and ensure non-recurrence of defective services. Quality control procedures should present all aspects of quality control to include the responsibility for surveillance, description of records to be kept and corrective actions to be taken to correct unsatisfactory performance. A copy of the contractor's QCP shall be submitted with the bid proposal. Proposed changes to the plan shall be provided to the CO for approval prior to implementation. The plan shall include, but is not limited to:
 - 8.1.1. Metrics: Metrics containing information on the type, quantity, timeliness, and quality of services performed. Metrics objectively depict effectiveness in meeting contract requirements and goals and specify the actions the contractor will take to identify, correct, and prevent the recurrence of defects. The CO reserves the right to request the contractor to change type and format of metrics if the metrics provided do not objectively and effectively reflect actual quantity, timeliness, and quality of the services performed. Metrics need to be submitted to the COR monthly no later than the fifth working day of the following month.

- 8.1.2. Inspection System: An inspection system covering all the services listed in this PWS. It must specify areas to be inspected, frequency of inspections to be accomplished and the title and name of the individual(s) to perform the inspections.
- 8.1.3. Personnel Identification: Identification (in the form of names and titles) and clearly defined authority of key personnel in the contractor's organization, to include, but is not limited to, the Contract Manager (CM), Quality Control Inspector (QCI) and alternates. This may be in the form of an organizational chart.
- 8.2. Contractor Representatives: During the days of the scheduled services the QCI shall be available within one (1) hour during normal duty hours to meet with the COR to discuss service matters. During non-service periods the contractor's QCI shall be available within 1 day to discuss problems and issues. The CM and QCI contact information shall be provided to the CO and COR upon contract award. The CO and COR shall be notified in writing within 5 working days when changes in the personnel and/or contact information occur. The contractor shall provide points of contact and phone numbers to discuss urgent and emergency issues after 1700 hours and on weekends.
- 8.3. Quality Assurance: The government will periodically evaluate the contractor's performance by appointing a COR(s) to ensure services are received. The COR(s) will evaluate the contractor's performance through periodic or random on-site inspections of the contractor's quality control program. Lead analysis tests results performed by the U.S. Government will also be an important inspection tool used for quality assurance. The COR(s) may inspect and rate each task as acceptable or unacceptable. If the COR(s) determines an unsatisfactory performance, the COR(s) will document the written discrepancy and notify the QCI. The QCI will sign and return the inspection sheet indicating an agreement or non-agreement to re-perform the service. The discrepancy shall be filed for monitoring future recurring performance. If the QCI challenges the validity of the discrepancy even after the COR(s) determines its validity, the QCI shall notify the COR and the CO shall make the final determination.
- 8.4. Re-Performance: The contractor will be given the opportunity to correct or re-perform tasks not performed or found unacceptable. The QCI shall inform the COR of the date/time of the corrective action or re-performance. Re-performance shall be considered satisfactory when all tasks have been accomplished according to the PWS and within the following guidance:

TASK	SATISFACTORY RE-PERFORMANCE
Lead abatement cleaning of range surfaces, including (lead analysis tests must below the forty micrograms per square foot (40µg/ft ²) for interior floor surfaces; or two hundred and fifty micrograms per square foot (250µg /ft ²) for interior horizontal surfaces; or four hundred micrograms per square foot (400µg /ft ²) for exterior floor and exterior horizontal surfaces.	Accomplished within (1) day of failed performance
Cleaning Schedule (all routine frequencies cleanings)	Accomplished within (1) day of failed performance
Disposal of Contaminated Waste	Accomplished the same day of failed performance.
Lead Sample Collection and Analysis	Accomplished within (1) day of failed performance.

- 8.5. Government Remedies: The CO will apply monetary deductions for services not re-performed satisfactory or for unacceptable trends of re-performance indicating an ineffective contractor QCP.
- 8.6. Performance Evaluation Meeting: The contractor’s CM may be required to meet with the CO, CA, COR, or other government personnel as necessary. The contractor may also request a meeting with the CO when the contractor believes such a meeting is necessary. Meeting minutes shall be recorded by the COR, signed by the CO, and included in the contract file.
- 8.7. Hours of Operation: Unless otherwise approved by the CO, the Contractor must schedule all services required by this contract between 7:00am-5:00pm PST, Monday thru Friday. Hours of Operation (not applicable to on-call service).
 - 8.7.1. Holidays: At the beginning of each calendar year the CO will provide an updated list of federal Holidays. The contractor shall not perform services on the listed Federal holidays unless otherwise waived by the CO or COR. Federal holidays falling on a Saturday are observed on the previous Friday. Federal holidays falling on a Sunday are observed on the following Monday.

FEDERAL HOLIDAYS
New Year’s Day, January 1, Friday preceding or the Monday following
Martin Luther King’s Birthday, 3rd Monday in January
President’s Day, 3rd Monday in February
Memorial Day, Last Monday in May
Juneteenth, June 19, Friday preceding or Monday following
Independence Day, July 4, Friday preceding or Monday following
Labor Day, First Monday in September
Columbus Day, 2nd Monday in October
Veteran’s Day, November 11
Thanksgiving Day, 4th Thursday in November
Christmas Day, December 25, Friday preceding or Monday following

- 8.8. Language Proficiency: Contractor’s QCI must be able to read, write, speak, and understand the English language sufficiently to facilitate the performance of this PWS. All written correspondence from the contractor shall be in English.
- 8.9. Alcohol and Drugs: The consumption of and/or being under the influence of alcohol (to include smelling of alcohol) or drugs while on duty is strictly prohibited. At the direction of the CO, contractor personnel found or suspected to be under the influence of alcohol or drugs during duty will be immediately suspended from duty and a qualified replacement provided immediately at no additional cost to the government.
- 8.10. Hygiene: All contractor personnel shall maintain personal cleanliness and hygiene.
- 8.11. Safety: The contractor shall ensure all personnel engaged in the performance of this contract observe all Air Force regulations and federal and state laws concerning safety. Safety or personal protective equipment violations shall result in suspension of work until violation(s) are corrected, at no cost to the US Government. The contractor may also be liable for penalties assessed on such delays. Warning Signs: The contractor shall display warning signs in areas where the performance of their duties may cause hazards to any personnel in the area.

- 8.12. Injuries: In case contractor personnel or customers are injured or government assets are damaged, the contractor shall promptly inform the COR who, in turn, will inform the contract officer. In case injuries are life threatening, the contractor shall contact the contract officer immediately. Contractor shall establish a plan of action if any injuries occur, and plan will be coordinated through Base Safety.

9. TOXIC AND HAZARDOUS MATERIAL/CLEANING SOLUTIONS

- 9.1. Performance of Services: The contractor shall identify, transport, use, store and dispose of all toxic and hazardous material and cleaning solutions in accordance with all federal and state laws and norms. The contractor shall submit to the CO and COR for approval a list of all toxic and hazardous materials and cleaning solutions to be used in the performance of this contract no later than the pre-performance conference. The contractor shall provide a copy of the Safety Data Sheets (SDS) for each material or solution. Once approved, requests for changes shall be submitted to the CO and COR for approval prior to implementation. The Government reserves the right to disapprove the use, storage, or disposal of any items on the list at any time, even if the item has been previously approved at no additional cost to the government. This service is essential and may include performance of required services during weekend and after normal duty hours. The Contractor shall be notified as soon as practicable prior to the required service, but not less than 24 hours.
- 9.2. Environmental Controls: The contractor shall be knowledgeable of and comply with all applicable federal and state laws, regulations, and requirements regarding environmental protection. If federal or state standards differ in tolerance, follow the more stringent regulation. In the event environmental laws/regulations change during the term of this contract, the contractor is required to comply as such laws come into effect. If there is an increase or decrease in cost because of the change, the contractor shall inform the Contracting Officer pursuant to notice requirements and negotiate a modification to the contract.
- 9.3. COVID-19: Read, acknowledge, and comply with the base, CDC and command guidelines when entering March ARB small arms ranges, while these procedures remain in effect. Contractors will insure no employees are allowed to be present if they are experiencing any possible symptoms of COVID-19. Contractors will provide COR with action plan if a manpower shortage occurs due to a COVID-19 related issue. If reschedule of cleaning must occur contractor will notify COR as soon as possible so arrangements could be made as to not affect possible scheduled training.

10. APPENDICES.

- A. Estimated Workload Data
- B. Task Frequency Standards
- C. Floor Plan

APPENDIX A

FACILITY LIST/ESTIMATED WORKLOAD DATA	Bldg. 1260 Indoor firing range (28 Firing Points) (25 Meter range)			
Area	Floor Sq. Ft.	Ceiling Sq. Ft.	Wall Sq. Ft.	Remarks
Firing Bay 1	10,602	10,602		21 firing points and ceiling shall be serviced
Wall Area Bay 1			3,300	Wall is 11 feet high
Firing Bay 2	4,185	4,185		7 firing points and ceiling shall be serviced
Wall Area Bay 2			2,541	Wall is 11 feet high
Bullet Catch 1	3,720	N/A		Top section will be serviced
Bullet Catch 2	1,800	N/A		Top Section will be serviced
Conveyer Room	5,436	N/A	2,024	Conveyer room floor and walls
	Belt Sq. Ft.	Structure Sq. Ft.		
Conveyer System	324	1,620		Conveyer belt and conveyer structure

Conveyer Air Exhaust		
Quantity	Description	Size
18 ea.	Donaldson Torit. Ultra Web filter for dust collector model	11.4 x 14.4 x 26. Donaldson Torit #P191889
4 ea.	Galvaneal steel, High Efficiency Particulate Air Filter (HEPA) Filter Efficiency: 99.99% on .3um Gasket on upstream face.	24 X 24 X 11.5 Flanders Model # 0-011-H-08-03-IU-12-00-GG-F Located outside 12 feet high.
3 ea.	Lead Collection Barrel	55 Gal
Exhaust Unit Left		
Quantity	Description	Size
24 ea.	Pleated Filter Pre Filter	24 X 24 X 2
24 ea.	Galvaneal steel, High Efficiency Particulate Air Filter (HEPA) Filter Efficiency: 99.99% on .3um Gasket on upstream face.	24 X 24 X 11.5 Flanders Model # 0-011-H-08-03-IU-12-00-GG-F

Exhaust Unit Center		
Quantity	Description	Size
24 ea.	Pleated Filter Pre Filter	24 X 24 X 2
24 ea.	Galvaneal steel, High Efficiency Particulate Air Filter (HEPA) Filter Efficiency: 99.99% on .3um Gasket on upstream face.	24 X 24 X 11.5 Flanders Model # 0-011-H-08-03-IU-12-00-GG-F
Exhaust Unit Right		
Quantity	Description	Size
24 ea.	Pleated Filter Pre Filter	24 X 24 X 2
24 ea.	High Efficiency Particulate Air Filter (HEPA) Filter Efficiency: 99.99% on .3um Gasket on upstream face.	24 X 24 X 11.5 Flanders Model # 0-011-H-08-03-IU-12-00-GG-F

APPENDIX B

FREQUENCY STANDARD

LEAD ABATEMENT CLEANING, LEAD SAMPLE COLLECTION ANALYSIS, and DISPOSAL OF HAZARDOUS WASTE

TASK	FREQUENCY
HEPA Vacuum Range surfaces to include floors, walls, ceilings, doors windows, bullet catch, and mats. Conveyer room floor, Conveyer system to include duct and air compressor.	Monthly
Water/Solution Cleaning of Range Surfaces. Perform deep cleaning.	Monthly
Air Ventilation Abatement. Perform Complete Air Handler Unit cleaning.	Monthly
Disposal of Lead Contaminated Waste properly, exp. Water/solution, old filters, vacuum debris, associated supplies and other debris, and items contaminated with lead.	Monthly
Empty Bullet Traps and dispose as hazardous waste in accordance with California laws.	Monthly
Remove Projectiles from Ballistic Material	Monthly
Lead Sample Collection and Analysis. Results must meet a surface standard of less than forty micrograms per square foot (40 µg /ft ²) for interior floor surfaces; or two hundred and fifty micrograms per square foot (250µg /ft ²) for interior horizontal surfaces; or four hundred micrograms per square foot (400µg /ft ²) for exterior floor and exterior horizontal surfaces.	Monthly

AIR VENTILATION CLEANING

TASK	FREQUENCY
Replace Series 400 Pleated Air Filters	As Required Per Monitoring System
Replace Galvanized Steel Frame Cartridge Filters	As Required Per Monitoring System
Replace High Efficiency Particulate Air Filter (HEPA) Filter Efficiency: 99.99% on .3um Gasket on upstream face.	As Required Per Monitoring System

APPENDIX C

