

**PERFORMANCE WORK STATEMENT (PWS)  
FOR  
DUCT CLEANING AND GRAVIMETRIC  
SAMPLING OF BUILDING 120 AT NEW  
BOSTON SPACE FORCE STATION**



**06 SEPTEMBER 2023**

**PERFORMANCE WORK STATEMENT (PWS) FOR  
DUCT CLEANING AND GRAVIMETRIC SAMPLING OF BUILDING 120 AT  
NEW BOSTON SPACE FORCE STATION**

**1. DESCRIPTION OF SERVICES:** The Contractor shall provide all management, tools, supplies, equipment, parts, and labor necessary to perform:

- Cleaning of all ductworks (interior) (approximately 2000lf.) to include supply and return vents, restroom exhaust fans, main air handling unit (interior), and VAV's (variable air volume) located inline in the ductwork after all restoration work that can create dust is complete. If access points are required to be cut out, reseal point with all-weather metal tape, and replace all insulation disturbed during duct cleaning process. Building drawings are available upon request. Contractor to ensure proper disposal of any debris/materials resulting from the Duct Cleaning.
- Perform Gravimetric Sampling at completion of Duct Cleaning. Official results shall be given to the Government NLT 5 business days after testing has been completed.

1.2. Period of performance: Work to be completed by Contractor within 30 business days after

Notice to Proceed (NTP) is provided by the Contracting Officer to begin work.

1.3. Work to be performed at the New Boston Space Force Station, 317 Chestnut Hill Road, Building 120. New Boston, NH 03070.

**2.1. SAFETY:** The Contractor is solely responsible for compliance with the Occupational Safety and Health Act of 1974 (OSHA), which includes and the protection of their employees and all sub-contractor employees. Due to the inherent dangers pertaining to this contract, the Contractor shall submit a written contractor safety plan (see US Army Corps of Engineer Safety and Health Requirements Manual EM 385-1-1) prior to performing work. The safety plan shall include and identify the details of the Contractor's safety organization, responsibilities, method of program implementation, and how corrective action is to be done. In performing work under this contract on a Government installation, the Contractor shall report any accidents involving Air Force personnel injuries, illnesses, or property/equipment damage, or Contractor personnel injuries occurring on the job or an accident resulting in death, injury, occupational disease, or adverse environmental impact to the Contracting Officer within five days of each incident. All provisions in AFFARS Clause 5352.223-9001, Health and Safety on Government Installations apply to this contract.

**2.2 INSTALLATION OPERATION HOURS:** Monday through Friday; 0700 to 1500

**2.3 STANDARDS OF CONDUCT:** Contractor Personnel must adhere to standards of conduct as established by the Installation Commander.

**2.4 SECURITY REQUIREMENTS:** Contractor shall adhere to current installation security policies listed in section 4 of this PWS.

### **3.0 GOVERNMENT FURNISHED PROPERTY (GFP) AND SERVICES:**

**3.1** The U.S. Government will not provide any equipment, fuel, personnel, utilities, or facilities to the contractor for the execution of this contract.

### **4.0 SECURITY REQUIREMENTS**

#### **4.1 REFERENCES**

4.1.1 50 U.S.C. 797 Penalty for Violation of Security Regulations and Orders DoD Manual 5200.01, DoD Information Security Program

4.1.2 DoD Instruction 5200.1-R, Information Security Program Regulation

4.1.3 DoD Instruction 5200.8, Physical Security Program

4.1.4 DoD Manual 5200.01, DoD Information Security Program

4.1.5 DoD Regulation 5400.7, Ch. 4; DoD Freedom of Information Act Program

4.1.6 DFARS 237.76 Continuation of Essential Contractor Services

4.1.7 AFI 31-218, Motor Vehicle Traffic Supervision

4.1.8 AFI 16-1404, Air Force Information Security Program

4.1.9 AFI 31-501\_374 AWSUP, Personnel Security Program Management

4.1.10 AFMAN 31-113\_AFGM 2018-01, Installation Perimeter Access Control

**5.0 INSTALLATION ACCESS:** All contractor personnel shall in-process at Building 103, Pass and Registration Office. Contractor personnel shall provide proper registration, proof of insurance, valid driver's license, and proof of state inspection to operate on base. Contractor personnel shall provide Building 103, Pass and Registration with two (2) forms of identification from I-9 form List B. Contractor personnel shall obtain all necessary cards, passes, or other items required for access to installation and restricted areas where work shall be performed. The Government is not responsible for work delays caused if the contractor personnel does not have proper documents in hand at the time of processing.

**5.1 DBIDS CARD/PASS:** Received following successful identity proofing and vetting of personnel at Building 103 Pass & Registration Office. Everyone shall present DBIDS Card/Pass to Base Entry Controller when requesting entry to installation Main Gate. Initial processing time for each contractor person is approximately twenty (20) minutes. Immediately report lost or stolen DBIDS Cards to CO and Pass & Registration Office. Any individual no longer employed or required under contract shall immediately return DBIDS Card/Pass.

#### **5.2 VEHICLE PROCEDURES:**

5.2.1 Vehicle Processing. All contractor/delivery vehicles operated on NBSFS shall be verified at B103, Pass & Registration. Delivery vehicles with time-sensitive cargo such as

concrete should coordinate five days in advance with Pass & Registration (471-2379) to expedite entry. Verification includes examining:

5.2.2 State driver's license

5.2.3 Registration (including trailers)

5.2.4 State inspection

5.2.5 Proof of current insurance

5.2.6 Speed Limits. All personnel entering NBSFS shall comply with base traffic regulations.

5.2.6.1 NBSFS twenty-five (25) mph

5.2.6.2 Restricted areas fifteen (15) mph

5.2.6.3 Parking lots five (5) mph

**5.3 VEHICLE SEARCH:** All vehicles entering or leaving NBSFS, by order of the Commander, are subject to search by Security Forces. Contractor personnel shall cooperate with Security Forces personnel at all times in the performance of their assigned duties or lose their on base driving privileges. Prohibited items (listed below) found in possession, are grounds for prosecution and removal from NBSFS and denial of future access.

5.3.1 Controlled Drugs without accompanying prescription. (Opioids)

5.3.2 Illegal Drugs (Marijuana or paraphernalia are not allowed on federal installations.)

5.3.3 Open Alcohol

5.3.4 Explosives

5.3.5 Weapons

5.3.6 Firearms or Ammunition

5.3.7 Knives longer than four (4") inches

5.3.8 Dangerous Items

**5.4 OPERATOR SEARCH PROCEDURES:** Park vehicle requiring search in Truck Check Area adjacent Building 131 Main Gate. Relinquish DBIDS pass, vehicle registration, and proof of insurance to Main Gate personnel. Proceed to temporary shelter until released to vehicle by Security personnel.

**5.5 OPERATIONAL DELAYS:** Contractor personnel shall immediately leave mission areas upon direction by Security Forces or the Contracting Officer. Contractor employees may experience delay waiting for an escort.

**5.6 MAIN GATE:** Anticipate delay at B131 Main Gate & B131 Truck Check Area when Security Forces verify vehicle and personnel access credentials, and search vehicles and hand-carried items.

**5.7 REAL WORLD:** Delays shall be anticipated due to real world force protection measures requiring Security Forces to enter a heightened state of security. Measures may increase the time to enter Restricted Area or deny access altogether. The contractor shall anticipate these delays and contact the Contracting Officer should the delay be considered an unreasonable delay.

**5.8 ACCESS DENIAL:** Installation Commander or designee reserves the right to deny entry to any individual whose investigation is unfavorable, or upon disclosure of information that indicates individual's continued entry to NBSFS is not in the best interest of the US Air Force. Any contractor employee who violates local policy shall be escorted off the installation and denied future access. A contractor's disregard or willful non-compliance of the local policies shall be grounds for removal and debarment from the installation. NBSFS Security Manager shall be notified anytime an employee is removed from site for cause.

**5.9 EXERCISES AND CONTINGENCIES:** Exercises occur approximately fifteen (15) workdays per year. Contractor shall continue to perform work in a timely manner.

**5.10 REAL WORLD CONTINGENCY:** Contractors are expected to maintain mission essential services in time of crisis, to the best of their ability in accordance with IAW DFARS 237.76 Continuation of Essential Contractor Services.

**5.11 FOR OFFICIAL USE ONLY:** Contractor shall comply with DoD Regulation 5400.7, Ch. 4, DoD Freedom of Information Act Program requirements during performance of this contract and are prohibited from accessing classified information. The regulation sets policy and procedures for the disclosure of records to the public for marking, handling, transmitting, and safeguarding For Official Use Only (FOUO) material. All requests for information shall be referred to the Contracting Officer.

**5.12 PHYSICAL SECURITY:** Areas controlled by contractor personnel shall comply with Force Protection Condition (FPCON) procedures, Random Antiterrorism Measures (RAMS) and local search/identification requirements as briefed by Security through CO. Contractor personnel shall safeguard all government property, including controlled forms, provided for contractor use. At the close of each work period, government training equipment, ground aerospace vehicles, facilities, support equipment, and other valuable materials shall be secured. Contractor personnel shall be responsible for locking and safeguarding buildings, vehicles, equipment etc. when workers are not present. Contractor personnel shall respond to security violations found during security inspections and make such situation secure immediately.