

PERFORMANCE WORK STATEMENT (PWS)
FOR
DLA DISPOSITION SERVICES LEWIS
KEEL BLOCK REMOVAL

TABLE OF CONTENTS

1. INTRODUCTION
2. KEEL BLOCK REMOVAL
3. PLACE OF PERFORMANCE
4. FEDERAL HOLIDAYS
5. BASE ACCESS, SAFETY & SECURITY
6. USG FURNISHED PROPERTY, MATERIALS, EQUIPMENT, AND SERVICES (GFP/M/E/S)
7. CONTRACTOR FURNISHED PROPERTY, MATERIALS, EQUIPMENT, AND SERVICES (CFP/M/E/S)
8. ACCEPTABLE PERFORMANCE LEVELS (APLs)
9. DLA DISPOSITION SERVICES ENVIRONMENTAL MANAGEMENT SYSTEM (EMS)
10. SPILL RESPONSIBILITY
11. POINT(S) OF CONTACT (POC) INFORMATION
12. INVOICING INFORMATION
13. PHOTOS

1. **INTRODUCTION:**

- a. Defense Logistics Agency Disposition Services (DLADS) is a Major Subordinate Command (MSC) of the Defense Logistics Agency (DLA) with the responsibility of disposing and reutilizing the United States Government's (USG) Department of Defense (DoD) excess and surplus property generated by the military services. This is accomplished through reutilization to other DoD activities, transfer to other Federal agencies, donation to authorized state and local organizations, sale to the general public, or ultimate disposal through abandonment or destruction. The headquarters for DLA DLADS is in Battle Creek, Michigan.
- b. DLADS Lewis requires the removal and disposal of approximately 2,200 tons of keel blocks composed of reinforced concrete. There are approximately 630 keel blocks of varying dimensions and weights. Dimensions range from 80 inches long x 72 inches wide x 30 inches high to 48 inches long x 43 inches tall x 21 inches high.
- c. This is firm fixed price that consists of one (1) 24-month performance period.
- d. The Contractor shall provide all personnel, equipment, tools, materials, supervision, and quality control necessary to perform the removal of all keel blocks identified by the Contracting Officer's Representative (COR) at Joint Base Lewis-McChord (JBLM).
- e. Any reference to Contractor throughout this PWS refers to the Contractor or Subcontractor should one be utilized. The Contractor is solely responsible for all associated work to be completed In Accordance With (IAW) the PWS.

2. **KEEL BLOCK REMOVAL:**

The Contractor shall:

- a. Remove keel blocks from the JBLM and dispose of them in accordance with (IAW) all federal, state, and local laws and directives.

3. **PLACE OF PERFORMANCE OF SERVICES:**

- a. The Contractor shall provide services on USG premises at the JBLM, Washington, during normal business hours, except on recognized US holidays or when the USG facility/installation is closed due to local or national emergencies or holidays, administrative closings, or similar USG-directed facility/installation closings. When hiring personnel, the Contractor shall keep in mind that the stability and continuity of the work force are essential. "Adequate personnel" is defined as a sufficient number of qualified personnel to successfully perform the duties required to be successful in accordance with the terms and conditions in this PWS.

4. **FEDERAL HOLIDAYS:**

The Contractor is not required to provide services on the 11 federal holidays observed by the DLA unless approved by the KO or COR. When one of the holidays falls on a Sunday, the following Monday will be observed as a legal holiday. When the legal holiday falls on a Saturday, the preceding Friday is observed as the holiday. The following holidays are observed:

New Year's Day	January 1 st
Martin Lither King's Birthday	Third Monday in January
President's Day	Third Monday in February
Memorial Day	Last Monday in May
Juneteenth Day	June 19 th
Independence Day	July 4 th
Labor Day	First Monday in September
Columbus Day	Second Monday in October
Veteran's Day	November 11 th
Thanksgiving Day	Fourth Thursday in November
Christmas Day	December 25 th

5. **BASE ACCESS, SAFETY & SECURITY:**

- a. Unscheduled gate closures by the installation security personnel may occur at any time causing all personnel entering or exiting a closed installation to experience a delay. This cannot be predicted or prevented. Contractors are not compensated for unexpected closures or delays. Vehicles operated by Contractor personnel are subject to search pursuant to applicable regulations. Any moving violation of any applicable motor vehicle regulation may result in the termination of the Contractor employee's installation driving privileges.
- b. The Contractor's employees shall become familiar with and obey the regulations of the installation, including fire, traffic, safety and security regulations while on the installation. Contractor employees should only enter restricted areas when required to do so and only upon prior approval. Contractor employees shall always carry proper identification with them and shall be subject to such checks as may be deemed necessary. The Contractor shall ensure compliance with all regulations and orders of the installation which may affect performance. The USG reserves the right to direct the removal of an employee for misconduct, security reasons, or any overt evidence of communicable disease. Removal of Contractor employees for reasons stated above does not relieve the Contractor from responsibility for total performance of this contract.
- c. The Contractor shall comply with all applicable installation/facility access and local security policies and procedures, which may be obtained from the COR. The Contractor employees shall provide all information required for background checks to

meet installation access requirements to be accomplished by installation security personnel. The Contractor shall ensure compliance with all personal identity verification requirements as directed by DoD and/or local policy. Should the Force Protection Condition (FPCON) change, the USG may require changes in Contractor security matters or processes.

6. USG FURNISHED PROPERTY, EQUIPMENT AND SERVICES (GFP/E/S):

The USG will provide the property, material, equipment, and/or services listed below solely for the purpose of performance under this contract:

- a. Property: The USG will furnish the necessary workspace for the Contractor to perform services as outlined in this PWS.
- b. Equipment: The USG will, at its sole discretion, and upon approval of the COR, provide MHE for the Contractor to assist with the performance of PM or CM of other MHE.
- c. Utilities: All utilities in the facility will be available for the Contractor's use in the performance of this contract. The Contractor shall instruct employees in utilities conservation practices. The Contractor shall operate under conditions that preclude the waste of utilities, which include turning off the water faucets or valves after using the required amount.

7. CONTRACTOR FURNISHED PROPERTY, MATERIALS, EQUIPMENT, AND SERVICES (CFP/M/E/S)

The Contractor shall provide the equipment, and/or services listed below solely for the purpose of performance under this contract:

- a. Provide all personal protective equipment for employees IAW the Occupational Safety and Health Administration guidance.
- b. Provide all materials to clean up spills caused by their employees during the performance of this contract.
- c. Ensure their employees are trained and certified to perform maintenance on MHE.

8. ACCEPTABLE PERFORMANCE LEVELS (APLs):

Deliverable	Time Frame	Section	Acceptable Performance Level	Method of Surveillance
Remove all required keel blocks	24-month performance period	PWS 2.a	100% of all keel blocks removed	COR

9. **DLA DISPOSITION SERVICES ENVIRONMENTAL MANAGEMENT SYSTEM (EMS):**

DLADS implemented EMS in accordance with ISO 14001:2004(e), DOD and DLA requirements at all DLADS appropriate facilities. An EMS is an overall management system that includes organizational structure, planning activities, responsibilities, practices, procedures, processes, and resources for developing, implementing, achieving, reviewing, and maintaining the environmental policy of an organization. The DLADS EMS is designed to ensure that all personnel, including contract personnel, whose work activities can cause real or potential significant environmental impact, are aware of how their work supports the EMS and are competent to perform their roles, responsibilities and authorities while supporting the DLADS mission. The DLADS EMS program is explained in DRMS-I 6050.2, EMS Core Instruction. Site supplements detail information required by EMS at a local level such as local, state and host environmental regulations as well as local emergency procedures and operating procedures unique to the location. Site supplements also contain information concerning the local interaction between the DLADS tenant appropriate facility and the DOD/DLA host facility EMS program. Contractors and their personnel are required to be aware that each DLAD appropriate facility has an EMS and to be aware of EMS policies to perform work and/or gain access to an installation. Each DLADS appropriate facility maintains EMS awareness posters that identify the DLADS Environmental Management Representative (EMR) and Host facility EMR for specific guidance concerning an individual facilities' EMS program. Contractors may request current copies of EMS information identified in this paragraph by sending an e-mail request to DRMSEMS@dla.mil.

10. **SPILL RESPONSIBILITY:**

- a. The Contractor is solely responsible for all spills or leaks during the performance of this contract, which occur because of, or is contributed to by the actions of its agents, employees, or subcontractors. The Contractor shall clean up such spills or leaks to the satisfaction of the USG in a manner that complies with applicable Federal, state, and local laws and regulations. The clean-up shall be at no cost to the USG. The Contractor shall report all such spills or leaks, regardless of their quantity, to the COR and KO immediately upon discovery. A written follow-up report shall be submitted to the COR and KO not later than twenty-four hours after the initial telephonic report. The written report shall be in narrative form, and as a minimum shall include the following:
 - i. Description of item spilled (including identity, quantity).
 - ii. Whether amount spilled is EPA or state reportable, and if so, whether it was reported. Exact time and location of spill including a description of the area involved.

- iii. Containment procedures initiated.
- iv. Summary of any communications Contractor has with press or USG officials other than the KO.
- v. Description of clean-up procedures employed or to be employed at the site including disposal location of spill residue.
- vi. Description of item spilled (including identity, quantity).

11. **POINT(S) OF CONTACT (POC) INFORMATION:**

a. [REDACTED]

12. **INVOICING INFORMATION:**

- a. The Contractor shall invoice on a monthly basis through the Department of Defense Wide Area Workflow (WAWF) system. Invoices must be submitted through WAWF in accordance with DFARS 252.232-7003. Refer to <https://wawf.eb.mil> for additional information.

13. **PHOTOS**

