



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
U.S. Army Prime Power School
Building 12630 FLW 28
Fort Leonard Wood, Missouri 65473

CEPPS

Date: 2 February 2023

MEMORANDUM FOR:

SUBJECT: Outsourcing Motor Vehicle Lease for Power Line Distribution Course Performance Statement of Work

1.0 General Information

1.1 Description of services and introduction:

The U.S. Army Prime Power School (USAPPS) PLDC requires equipment for the training yard, operations and maintenance and to instruct the Soldiers in the PLDC at the USAPPS, Fort Leonard Wood Missouri. Services to be provided through a vehicle contract include leasing of a Digger Derrick Truck, Aerial Lift Bucket Truck, and required maintenance for all vehicles as outlined in the Performance Work Statement (PWS). The number of classes and timelines the vehicles will be required are determined by the USAPPS. Classes conducted annually can range from two to three, with four to twelve Students per class, depending on resource and personnel availability.

1.2 Background:

The USAPPS provides industry standard technical training to Soldiers and Sailors to enable them to install, operate and maintain utility grade power production and distribution systems in support of unified land operations and humanitarian support missions worldwide. The PLDC trains active duty and reserve Soldiers in construction, installation, operation, and maintenance of low and medium voltage power distribution systems in support of the USAPPS mission. This mission focus training prepares Soldiers to be safe, productive, and efficient technical specialists in a complex and dynamic operating environment.

1.3 Objectives:

- 1.3.1 The contractor shall provide one 47 foot Digger Derrick 4x4 Truck with hydraulic extending full capacity intermediate and upper booms. Provided vehicle shall meet the technical specifications listed in the Digger Derrick Technical Specifications (Enclosure 1).
- 1.3.2 The contractor shall provide two 60 foot Aerial Lift Bucket 4x4 Truck with Material Handler. Provided vehicle shall meet the technical specifications listed in the Aerial Lift Bucket Truck technical specifications (Enclosure 2).

- 1.3.3 The contractor shall ensure that all service maintenance (PM maintenance) as outlined in each vehicle's maintenance manual (lube, oil, filters, and fluid levels) is completed on all vehicles prior to the vehicles arrival at the U.S. Army Prime Power School. The contractor shall perform the service maintenance required by the maintenance manuals in a timely manner so that all vehicles will not require any service maintenance for the duration of the period of the performance as outlined in this PWS.
- 1.3.4 The contractor shall perform all vehicle breakdown maintenance repairs on the vehicles during the period of performance. The contractor shall have maintenance personnel on site to assess the vehicle's deficiency no later than 48hrs from the time the deficiency was reported to the contractor. Once the deficiency is identified, the vehicle shall be repaired or replaced within seven calendar day from the day the deficiency was reported to the contractor.

1.4 Scope:

The US Army Prime Power School requires one 47 foot Digger Derrick 4x4 Truck and two 60 foot material handling Aerial Lift Bucket 4x4 Truck to conduct the Power Line Distribution Course. PLDC is programed for three (3), 40 training day classes per year with a minimum of four (4) and a maximum of 12 (12) students per class. PLDC cadre consist of three (3) active duty military instructors. The military instructors are qualified persons to operate the equipment and will assure that its operation is in compliance with any applicable laws, regulations, or standards.

1.5 Period of performance:

- 1.5.1 The period of performance for this contract will start on the effective date of award for a period of one (1) year and four (4) option years.
- 1.5.2 The government reserves the right to extend the terms of this contract at the prices set forth in accordance with the terms and conditions contained in clause 52.217-9 entitled, "Option to extend the terms of the contact".
- 1.5.3 Each option year shall be awarded based on the continued needs of the government for the services outlined in this contract. The period of performance for each option year shall be provided by the government to the contractor upon award of each option year.

1.6 General Work Information:

- 1.6.1 Quality Control: The contractor shall develop and maintain an effective QC program to ensure all vehicles are maintained and remain in service in accordance with this PWS. The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of vehicle deficiencies. The contractor's QC program is the means to assure work complies with the requirement of the contract.
- 1.6.2 Quality Assurance: The government shall evaluate the contractor's performance under this contract in accordance with the quality assurance surveillance plan. This plan is primarily focused on what the government must do to ensure the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rates.

- 1.6.3 Government remedies: The Contracting Officer (KO) shall follow Federal Acquisition Requirement (FAR) 52.212-4, "Contract Terms and Conditions-Commercial Items" or 52.246-4, "Inspection of Services-Fixed Price" for a contractor's failure to perform satisfactory services or failure to correct non-conforming services.
- 1.6.4 Recognized holidays: The Prime Power School recognizes all federal holidays. Contractor shall not be required to perform any services at the USAPPS on these holidays. A list of all observed federal holidays is available upon request approximately two months prior to the start of the fiscal year.
- 1.6.5 Hours of operation and place of performance: USAPPS hours of operation are Monday through Friday between 0730hrs. and 1630hrs. The PLDC observes all Saturdays and Sundays as non- duty days (weekends). Contractor shall be required to perform any vehicle service or maintenance during normal hours of operation at Building 12630 FLW 28, Fort Leonard Wood, MO 65473.
- 1.6.6 Security requirements: Contractor employees shall possess the credentials required to enter a military installation. This may require registering the vehicle with the visitor processing center and submitting to vehicle inspections at access control points. State or federal issued photo identification is required to gain access to Fort Leonard Wood. A security clearance is not required in the performance of this contract.
- 1.6.6.1 Physical security. The contractor shall be responsible for safeguarding all government property provided for contractor use. At the close of each work period, government facilities, equipment, and materials shall be secured.

2.0 Definitions and acronyms:

This section includes all acronyms, special terms and phrases used in the PWS.

- 2.1 Contracting Officer (KO): KO has authority to enter into, administer, or terminate contracts and make related determinations and findings. KO may bind the Government only to the extent of the authority delegated to them. KO shall receive from the appointing authority clear instructions in writing regarding the limits of their authority. Information on the limits of the contracting officers' authority shall be readily available to the public and agency personnel.
- 2.2 Contracting Officer's Representative (COR): COR is an individual designated in accordance with subsection 201.602-2 of the Defense Federal Acquisitions Regulation Supplement and authorized in writing by the KO to perform specific technical and administrative functions. A representative from the requiring activity appointed in writing by the KO to perform surveillance and to act as liaison to the contractor.
- 2.3 Performance Work Statement (PWS) is a statement of work for performance-based acquisitions that describes the required results in clear, specific and objective terms with measurable outcomes.
- 2.4 The USAPPS Power Line Distribution Course (PLDC) is the course that will utilize the vehicles to train students on overhead and underground distribution tasks.
- 2.5 Quality assurance surveillance plan (QASP): A written document specifying the surveillance method used for surveillance of contractor performance.

- 2.6 Quality control (QC): Actions taken by a contractor to control the performance of contracted services to meet PWS requirements.
- 2.7 Quality assurance (QA): Actions taken by the government to assure contracted services meet PWS requirements.
- 2.8 Defective Service: Service output that does not meet the standard of performance associated with it in the PWS.

3.0 Government-furnished items and services:

The government shall provide the facilities and utilities, as listed in sections 3.1 and 3.2. The contractor shall furnish everything required to perform maintenance on all vehicles as outlined in this PWS.

- 3.1 Facilities: The government shall furnish the necessary storage space, security, and preventive maintenance for all rented vehicles during the contracted periods of performance as outlined in the PWS. This includes daily, weekly, and monthly Preventive Maintenance Checks and Services (PMCS) and the replacement of any fluids lost due to normal use, such as fuel replacement. If a deficiency is detected during a PMCS inspection, the PLDC Instructor will immediately inform the KO, so that the contractor can dispatch maintenance personnel as outlined in this PWS. Lodging, transportation, and meals are not provided by the government when the contractor is on site.
- 3.2 Utilities: All utilities in the facility are available for the contractor's use in performance of duties outlined in this PWS. The Contractor shall instruct employees in utilities conservation practices. The Contractor shall be responsible for operating under conditions that preclude the waste of utilities.

4.0 Contractor-furnished items and services:

The contractor shall furnish everything required to perform work outlined in this PWS.

- 4.1 Post-award conference or periodic progress meetings: The contractor agrees to attend any post-award conference convened by the contracting activity or contract administration office in accordance with FAR Subpart 42.5. The KO, COR, and other government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings, the KO will apprise the contractor of how the government views the contractor's performance, and the contractor will apprise the government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the government.
- 4.2 The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: assure the contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including government drawings, designs, and specifications; monitor contractor's performance and notify both the KO and

contractor of any deficiencies; coordinate availability of government-furnished property; and provide site-entry of contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates, or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

- 4.3 Contract manager: The contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate who shall act for the contractor when the manager is absent shall be designated in writing to the KO. The contract manager or alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract.
- 4.4 Identification of contractor employees: All contract personnel attending meetings, answering government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression in the minds of members of the public that they are government officials. They must also ensure all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed.

5.0 Specified Tasks:

Specified Tasks:	Performance Objective:	Performance Requirement:
Provide a 47 ft. Digger Derrick Truck	Deliver Truck to the USAPPS prior to the class start date	Contractor shall ensure that the truck is fully operational able to perform all task required of a 47 ft. Digger Derrick truck to include but not limited to: pulling, setting, and transporting 40 and 60 ft. class three utility poles, operation of hydraulic lines for hydraulic tamper and other hydraulic tools, and digging holes to depths of eight feet.
Provide two 60 ft. Aerial Lift Bucket Truck with Material Handler	Deliver Trucks to the USAPPS prior to the class start date	Contractor shall ensure that the trucks are fully operational able to perform all tasks required of a 60 ft. Aerial Lift Truck to include but not limited to: full pressure hydraulic system capable of raising the bucket to work height above 60 ft., material handling system with hydraulic extend jib with a max. lift capacity of 2000lbs., hydraulic tool circuits at the platform, and platform(s) capable of a max. weight capacity of over 500lbs.

Provide service maintenance on all Trucks	Completed as outlined in the vehicles maintenance manual	Contractor shall ensure that the service maintenance is completed so that no service maintenance will be required by the USAPPS during the period of performance with the exception of daily inspections and replacement of fluids used such as fuel.
Provide vehicle breakdown maintenance	Repair or replace vehicles due to a breakdown	Contractor upon notification from the KO of a vehicle breakdown will dispatch maintenance personnel to assess the damage within 48 hours and have the vehicle repaired or replaced within 7 calendar days.

6.0 Delivery Schedule:

- 6.1.1 Vehicles shall be delivered to the USAPPS for each class iteration. The KO shall inform the contractor of the delivery date 30 days prior to each class start date.
- 6.1.2 The Contractor shall coordinate deliver with the On-Site Coordination POC prior to delivery taking place. Contact information will be provided by the KO for the following address;
United States Army Prime Power School
BLDG. 12630, FLW 28
Fort Leonard Wood, MO 65473

7.0 Publications:

All work performed under the PWS shall comply with applicable Local, State, Federal, and Department of Defense regulations.

Enclosure 1: Digger Derrick Truck Technical Specifications

Enclosure 2: Aerial Lift Bucket Truck Technical Specifications