

**Performance Work Statement  
for  
Vehicle Wash Station Maintenance and Repair Services**

**1.0. Description of Services.** The contractor shall provide all tools, parts, equipment, materials, transportation, personnel, labor, supervision, and management necessary to perform Vehicle Wash Station Maintenance and Repair Services for the 309<sup>th</sup> Aircraft Maintenance and Regeneration Group (309 AMARG), Davis-Monthan AFB (DMAFB), AZ.

**1.1. Wash Station Equipment.** The wash station is comprised of a reverse osmosis system (ROS) and 2 bay pumping stations, and a spot free rinse program that support 2 vehicle wash stations. The systems are used throughout the year to wash vehicles, trucks and other equipment. The system is critical to the 309 AMARG mission. Preventative maintenance (PM) and repairs must be completed on a schedule that supports the operation of these systems, with an emphasis on keeping the systems functioning between scheduled preventative maintenance (PM) visits.

**1.2. Preventive Maintenance.** The contractor shall perform preventative maintenance (PM) for the pumping system, foaming brush system, water softener, air compressor, and all other related components. PM visits will be conducted once per month for a total of twelve (12) annual PM visits.

**1.2.1. Preventative Maintenance Tasks.** The contractor shall perform the following preventive maintenance tasks, in addition to any other maintenance tasks recommended by the wash station equipment manufacturer(s).

- a. Inspect the system for proper operation and identify any repairs required.
- b. Make minor repairs such as stopping leaks, replacing fittings or other hardware, replacing worn out hoses, replacing belts, rebuilding pressure washer spray wands, rebuilding foaming brush assemblies, repair or replacement of solenoids, repair of high pressure pumps pressure (limited to rebuild kit), and repair of pressure regulators.
- c. Record meter readings.
- d. Maintain comprehensive maintenance and repair records, and make records available to Government personnel upon request.
- e. Analyze system performance, using maintenance records and observations to identify performance degradation trends and recommend appropriate corrective action.
- f. Inspect cartridge filters and replace filters if unserviceable.
- g. Inspect ROS and ensure proper production rates, and replace ROS membrane when necessary.

- h. Fill water softener with salt bin, test water for hardness and adjust settings as needed
- i. Check wash soap, foaming brush soap, wax solution, triple foam red, blue, yellow, pre-soak, foamy tire motor. Replace drums as needed and dispose of empty drums.
- j. Replace carbon in carbon filters when the filters no longer allow proper water flows
- k. Inspect the oil level in all high pressure pumps and air compressor, add oil as necessary to maintain the proper level. Change pressure pumps and air compressor oil quarterly.
- l. Ensure that the high pressure wand and foaming brush operate properly and are leak free.
- m. Rebuild or replace wands and foaming brushes as required to ensure proper operation.
- n. Check and adjust balanced relief valves, soap injectors, hydro minders, rinse solenoids, and wash solenoids
- o. Check proper operation of air compressor including auto condensate drain valve.
- p. Check operation of each wash station for wash, foaming brush, and rinse.
- q. Verify proper operation of cellular modem connection for remote monitoring of Programmable Logic Controller PLC
- r. Provide a field report and recommendations to the POC, including a written estimate for any recommended repairs outside the scope of the PM contract. PM reports must include all minor repairs completed, all parts replaced, an inventory of all filters and wash/foaming brush soap.
- s. Provide monthly usage report for all vehicle registered in the car Wash Computer system

**1.2.2. Preventive Maintenance/Repair Reports.** Upon completion of maintenance and/or repairs, and prior to departing DMAFB, the contractor shall provide a report to the 309 AMARG Wash Station Manager, and include the following information in the reports.

- a. Date and time preventive maintenance and/or repairs were performed
- b. Maintenance and/or repairs completed
- c. Test results
- d. Condition of the equipment inspected
- e. Parts replaced
- f. Warranty terms and conditions
- g. Notes or recommendations from the service technician
- h. A statement that no asbestos containing material (ACM)/lead were used for the work
- i. Printed name and signature of technician

**1.3. Repairs.** The contractor shall respond to repair service calls placed by Government personnel and perform repairs to the wash station between preventative maintenance (PM) visits. The contractor shall provide year-round repair services Monday through Friday between 7:00 a.m. and 3:30 p.m. and must respond for repair services within a 48-hour notice, not-including Federal Holidays. The contractor may take wash station parts or equipment to their shop for repairs if necessary, but they must clearly provide a list of parts or equipment that will leave DMAFB to the Vehicle Washrack Manager prior to departure.

**1.3.1. Repair Service Calls.** Designated Government personnel will place repair service calls to the contractor. The contractor shall determine the cause of the wash station malfunction and provide the cost and estimated time for repairs to the Government Vehicle Washrack Manager. The contractor shall not begin repairs until authorization is given by a Government representative.

**1.3.2. Repair Costs.** If any repair or replacement parts fall outside the scope of PM, the contractor shall provide the Wash Station Manager a written quote, to include a breakdown of the parts (including description and part numbers), materials, labor, and taxes listed separately. All repairs outside the scope of PM must be approved in writing by the Wash Station Manager, prior to the contractor making the repairs. Repair of damage to the system as a result of improper use by the user will not be covered under the contract and will be the responsibility of the 309 AMARG.

**1.3.3. Maintenance/Repair Delays.** If the contractor is unable to perform PM or repairs due to circumstances beyond their control (e.g. awaiting parts), the contractor shall immediately notify the Wash Station Manager of the delay and provide the estimated downtime and estimated maintenance or repair date. Wash station downtime shall be kept to an absolute minimum. If maintenance or repairs cannot be completed by the estimated date, the contractor shall provide a new estimated date to the Wash Station Manager.

**1.4. Materials and Replacement Parts.** All materials and replacement parts required to accomplish the monthly PM are to be supplied by the contractor. This includes, but not limited to; wash soap, foaming brush soap, triple foam soap, wax solution, pre-soak, foamy tire motor, ROS membranes, hoses, wands, foaming brush assemblies, water softener salt, pump oil, cell phone service for PLC remote monitoring, and pump rebuild kits.

## **1.5. General Information**

**1.5.1. Contractor Personnel Qualifications.** The contractor shall ensure only fully qualified certified technician(s) perform preventive maintenance and repairs to the washrack. The contractor shall provide proof of technician qualifications/certifications upon Government request.

**1.5.2. Additional Contractor Responsibilities.** The contractor is responsible for the following.

- a. Comply with all current applicable City, County, State, and National building codes. The work area is to be maintained in compliance with all health and safety requirements applicable to OSHA standards.
- b. Careful examination of the job site(s) conditions to be encountered in performing the work.
- c. Preparation of a written schedule including dates and times, prior to the performance of the work and notifying the Wash Station Manager one (1) day in advance of scheduled service calls.
- d. Return work area to original condition at completion of work.
- e. Remove all trash and debris created by the work. No materials may be disposed of on DMAFB. The contractor shall properly dispose of all waste materials in compliance with all applicable Federal, State and Local regulatory requirements.
- f. Maintain a sufficient supply of filters, all car wash chemicals/soap, water softener salt, and all other parts and materials required to complete the PM in a timely fashion.
- g. Furnish items that conform to the requirements of this contract and are free from defects in design materials and workmanship. Parts shall be from the original equipment manufacturer, or equivalent approved by the Wash Station Manager.
- h. Maintain sufficient supplies of common repair items to facilitate minor repairs of equipment during routine scheduled service calls.
- i. Special trips to make minor repairs required under this contract resulting from the contractor's failure to maintain the required part or rebuild kit on his service truck, shall be at no additional cost to the Government. It is not acceptable to put off replacement of a part until the next scheduled visit, if doing so renders the system inoperative or poses any risk of injury or equipment damage.

**1.5.3. Contractor Point of Contact (POC).** The contractor shall designate a primary POC who will be responsible for contractor-performed services. Upon contract award, the contractor shall submit the name and telephone number of the POC, in writing, to the Wash Station Manager. The POC shall have full authority to act for the contractor on all matters relating to the execution of the contract. The POC must be available by phone Monday-Friday during normal work hours to receive repair services calls and to discuss any contract issues or problem areas.

**1.5.4. Contractor Arrival and Departure.** The contractor shall contact the Wash Station Manager, at 228-8480, upon arrival and prior to departing DMAFB after maintenance and/or repair services are complete.

**1.5.5. Safety.** The contractor shall comply with all applicable laws and safety regulations. Compliance with OSHA and other applicable laws and regulations for the protection of employees is exclusively the contractor's obligation, and the Government will assume no liability or responsibility for the contractor's compliance or non-compliance with such responsibilities. **Safety Equipment and Clothing.** The contractor shall provide contractor employees with all safety equipment and clothing necessary/required to perform maintenance and repair services, at no additional cost to the Government. These item(s) shall meet all State, Federal and OSHA safety guidelines.

**1.5.7 Processing Hazardous Materials (HAZMAT) for Use on DMAFB.** The contractor shall not bring or use any type of HAZMAT on DMAFB, until the HAZMAT has been approved by the DMAFB Hazardous Materials Pharmacy (HAZMART). Upon contract award, the contractor shall submit Material Safety and Data Sheets (MSDS) to the Contracting Officer for all HAZMAT the contractor intends to use on DMAFB. The Vehicle Washrack Manager will contact the contractor if more data is required for HAZMAT use approval. The Vehicle Washrack Manager will also notify the contractor if the HAZMAT has been approved for use on DMAFB, including information for tracking HAZMAT by the contractor, if required.

**1.5.8. Hours of Operation.** Normal hours of operation will be Monday through Friday from 7:00 a.m. - 4:00 p.m.

**1.5.9. Federal Holidays.** The following federal holidays are observed at DMAFB. If a holiday falls on Saturday, the preceding Friday will be observed. If a holiday falls on a Sunday, the following Monday will be observed. The contractor shall reschedule holiday services on the first duty day after the holiday observance.

New Year's Day

Martin Luther King Day

Washington's Birthday

Memorial Day

Juneteenth

Independence Day

Labor Day

Columbus Day

Veteran's Day

Thanksgiving Day

Christmas Day

## **2.0 Security Requirements**

**2.1 List of Employees.** Upon contract award, the contractor shall provide a list of employees that will perform services on DMAFB, with each employee's name, social security number, drivers license number and state of issue to the Contracting Officer. The contractor shall provide an updated list when an employee's status or information changes. The name of any contractor employee that is terminated during the period of the contract must be reported to the Contracting Officer in writing within one workday of the employee's termination.

**2.2 Pass and Identification Items.** The contractor shall ensure the pass and identification items required for contract performance are obtained for employees and non-Government owned vehicles.

**2.3 Retrieving Identification Media.** The contractor shall retrieve all identification media, including vehicle passes from employees who depart for any reason before the contract expires; e.g. terminated for cause, retirement, etc

**2.4 Traffic Laws.** Contractor employees shall comply with all base traffic regulations. Contractor employees are subject to random vehicle speed control checks. Failure to adhere to base traffic regulations may result in the loss of base driving privileges, debarment from the base, or other administrative action. Seat belt use is mandatory for all vehicle occupants. The use of cell phones is strictly prohibited while driving on DMAFB, except hands-free cell phones.

**2.4.1 Weapons, Firearms, and Ammunition.** Contractor employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or within their contractor-owned vehicle or privately owned vehicle while on DMAFB.

**2.4.2 Random Personnel and Vehicle Searches.** Contractor personnel are subject to random personnel and vehicle searches. If contractor personnel refuse to be searched, they will be denied entry to the base, and may result in loss of base driving privileges, debarment from the base, or other administrative action.

**2.4.3 Reporting Requirements.** Contractor personnel shall report to an appropriate Government authority any information or circumstances of which they are aware may pose a threat to the security of Department of Defense personnel, contractor personnel, resources, and classified or unclassified defense information.

**2.4.4 Physical Security.** The contractor shall be responsible for safeguarding all Government property and controlled forms provided for contractor use. At the end of each work period, all Government facilities, equipment, and materials shall be secured.

### **3.0 Government Furnished Property and Services**

**3.1 Government Furnished Facilities.** The Government will provide an area for preventive maintenance and repairs at the wash station site, next to building 7335.

**3.2 Government Furnished Services.** The Government will provide the contractor with a source of water and electricity.

**3.3 Sludge and Debris Removal.** The Government is responsible for the removal of sludge and debris.

**3.4 Emergency Services.** The Government will provide security forces services (call 228-4444 for emergencies only), and fire protection services (call 228-3333). There are no emergency medical services available on DMAFB, therefore the contractor must dial 911 for emergency medical services. If the contractor calls 911 from a base phone, they must tell the 911 operator that they are calling from DMAFB.