

STATEMENT OF WORK

GOLF CARTS

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2023 SCOTT AFB AIR SHOW

15 February 2023

1. **SCOPE OF WORK:** The contractor shall provide all personnel, equipment, tools, materials, vehicles, supervision, and other items and services necessary to provide **golf cart support at the 2023 Scott AFB Air Show**. The 2023 Scott AFB Air Show will be held on 12 (Practice/Special Needs Show), 13 and 14 May 2023. Golf carts will be used for critical logistical support as well as to provide transportation for FAA and other necessary base agencies as they support the Air Show. The contractor shall perform to the standards in the contract as well as all local, state, federal regulations, and appropriate Final Governing Standards (FGS).

2. **REQUIREMENTS:** See table below for the daily requirements for each type of cart broken out by standard 2-passenger carts, 4-passenger carts, and 6-passenger carts. All golf carts need to be available on base at the times specified below and electrical charging capabilities must be available as well (if battery powered carts are provided). Gasoline powered carts are acceptable and preferred. A laborer/mechanic must be on call on Friday, 12 May from 1000–1700. The laborer/mechanic must be on site on Saturday and Sunday, 13 and 14 May, from 0700–1700 to repair carts if required. Should a cart break down, contractor shall repair it or provide a replacement cart within two (2) hours of notification. Golf carts will be removed from Air Show by noon on 15 May 2023.

Date	Time	2-Pax Standard Carts	4-Pax Carts	6-Pax Carts
Fri 12 May	0700-1700	40	15	5
Sat 13 May	0700-1700	40	15	5
Sun 14 May	0700-1700	40	15	5

Administrative Information:

Contractor Consent to Background Checks: The contractor and, as applicable, subcontractor shall not employ persons for work on this contract if such employee is identified as a potential threat to the health, safety, security, general wellbeing or operational mission of the installation and its population, nor shall the contractor or subcontractor employ persons under this contract who have an outstanding criminal warrant as identified by Law Enforcement Agency Data System (LEADS) through the National Crime Information Center. LEADS checks will verify if a person is wanted by local, state, and federal agencies. All contractor and subcontractor personnel must consent to LEADS background checks. Contractor and subcontractor personnel who do not consent to an LEADS check will be denied access to the installation. Information required to conduct an LEADS check includes: full name, driver’s license number, and/or social security number, date of birth of the person entering the installation, and completion of a background check questionnaire. The contractor shall provide this information using the Scott AFB Form 21, Contractors Consent for Background Check, and shall submit it in conjunction with the contractor’s request for either base or vehicle passes. Completion of a successful LEADS check does not invalidate the requirement for an escort when contractor or subcontractor personnel are working within controlled or restricted areas.

Contractors shall ensure their employees and those of their subcontracts have the proper credentials allowing them to work in the United States. Persons later found to be undocumented or illegal aliens will be remanded to the proper authorities. The contractor shall not be entitled to any compensation for delays or expenses associated with complying with the provisions of this clause. Furthermore, nothing in this clause shall excuse the contractor from proceeding with the contract as required.

To obtain unescorted access to the installation, all contractor’s credentials must be IAW the REAL ID Act of 2005. If a contractor does not have credentials that are compliant with the REAL ID Act, they must be escorted at all

times. For more information, and to determine what credentials are and are not compliant, go to <https://www.dhs.gov/real-id-public-faqs>.

Badges: The contractor is required to provide identification badges for their employees. All contractor personnel shall wear these badges while on duty on the government site. Badges are required to identify the individual, company name, and be clearly and distinctly marked as contractor. Size, color, style, etc. are to be mutually agreed to by contractor and government. The contractor's identification badge will not be used as an entry requirement for installation entry or into any government designated controlled or restricted area. **All DBIDS cards/passes will be turned in to the Visitors Control Center upon expiration of pass and/or completion of contract.**

Contractor Registration of Vehicles on Scott AFB:

All contractor or contractor employees' vehicles used for the performance of this contract shall comply with all local, state and federal regulations. Additionally any pass shall be surrendered to Security Forces upon demand to positively identify a persons need to be on Scott AFB.

Access to Installation during Force Protection Conditions (FPCONs):

Contractors will be assigned a mission essential designation IAW requirements contained in Scott Air Force Base Antiterrorism-Integrated Defense Plan 31-1 (AT-IDP). Only the installation commander or the unit commander requesting contract support will assign the mission essential designation.

Property Protection:

Property protection for facility where the contractors' primary work center is located will be the responsibility of the local facility manager and local Government Security Manager, or their duly authorized representative IAW AFI 31-101, Integrated Defense and command/local directives. The contractor shall safeguard all government-owned equipment and materials in his/her possession or use.

Safeguarding Classified or Unclassified Information: The contractor shall meet Air Force standards for storing, processing, and handling classified information and systems. Additionally, all resources (e.g. maps, publication/instructions, photos) provided by the government to assist the contractor in the performance of their contract will be surrendered upon termination of employment or the end of the contract performance period.

Non-Disclosure Agreements: To safeguard information, the contractor shall enter into non-disclosure agreements with the responsible local security manager.

Privacy Act: Work on this project requires that personnel have access to Privacy Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations.

Contractors Working in Controlled or Restricted Areas

The unit requesting contract support will provide escort(s) for contractors at all times when within a controlled area. Contractors shall not escort other contractor employees within controlled or restricted areas. In addition, contractors shall fulfill, maintain, and comply with all security requirements IAW AT-IDP, and command/local directives.

Access to Government Facilities with Controlled or Restricted Areas

The contractor shall comply with security regulations imposed by the installation commander and/or the agency responsible for the project location. Due to specific mission requirements inherent in the nature of controlled or restricted areas on Scott AFB, the government may direct the contractor to leave the controlled or restricted areas at any given time.

Contractors Responsibilities while Working within Controlled or Restricted Areas

Only contractor personnel with proper authority and qualifications shall enter a controlled or restricted area. Certain facilities require the issuance of an AF Form 1199. The government, at any time, may revoke the AF Form 1199. The procedures for the issuance of an AF Form 1199 are contained in AT-IDP. Contractors shall not escort other contractor employees within controlled or restricted areas. In addition, contractors shall fulfill, maintain, and comply with all security requirements contained in AT-IDP.

Access to Government Facilities with Controlled or Restricted Areas for Replacement Contractors

The unit requesting contract support will continuously escort replacement contractors, not initially possessing the proper clearances and requiring entry to controlled or restricted areas. Replacement contractors shall submit paperwork within 30 days of being assigned to obtain an approved security clearance or favorable review. Replacement contractor personnel shall obtain a security clearance prior to working with, or having direct access to, classified material. In addition, replacement contractor personnel shall obtain a "Favorable Review" prior to having access to a Controlled Area. The above information shall be submitted to 375 AMW/IP.

REAL ID ACT REQUIREMENT

Passed by Congress in 2005, the REAL ID Act enacted the 9/11 Commission's recommendation that the Federal Government "set standards for the issuance of sources of identification, such as driver's licenses." The Act established minimum security standards for state-issued driver's licenses and identification cards and prohibits Federal agencies from accepting for official purposes licenses and identification cards from states that do not meet these standards.

The following are noncompliant States/Territories without Extensions for the REAL ID Act. At midnight on 15 September 2016, Scott AFB will no longer accept licenses from these states unless it is an Enhanced Driver's License:

American Samoa	Minnesota
Missouri	Washington

The following states/territories have an extension, allowing Federal agencies to accept driver's licenses from these states until 10 Oct 16. At midnight on 10 Oct 2016, Scott AFB will no longer accept licenses from these states:

Arkansas	Michigan	Oregon
Alaska	Montana	Oklahoma
California	N. Marianas	Pennsylvania
Guam	New Hampshire	Puerto Rico
Idaho	New Jersey	Rhode Island
Illinois	New Mexico	S. Carolina
Kentucky	New York	Texas
Louisiana	N. Carolina	Virginia
Maine	N. Dakota	Virgin Islands
Massachusetts		

The following states/territories are compliant with the REAL ID Act:

Alabama	Hawaii	Nevada
Arizona	Indiana	S. Dakota
Colorado	Iowa	Tennessee
Connecticut	Kansas	Utah
Delaware	Maryland	Vermont
DC	Mississippi	West Virginia
Florida	Nebraska	Wisconsin
Georgia	Ohio	Wyoming

Below are acceptable forms of identification for identity proofing for access to Scott AFB if you do not have an Enhanced Driver's License:

- United States Passport or Passport Card, not expired
- Driver's License or other state photo ID card issued by DMV or equivalent, IAW REAL ID enforcement schedule
- An ID card issued by Federal, State or local government agencies with the all the required REAL ID Act information
- Personal Identification Verification (PIV) card issued by Federal Government
- Veterans health Identification Card issued by U.S. Department of Veterans Affairs

- Interoperable (PIV-I) cards issued by No-Federal Government entities
- Certificate of Naturalization/ Certificate of Citizenship (form N-550)
- Permanent Resident Card/Alien Registration Receipt Card (Form I-551)
- DHS "Trusted Traveler" Cards (Global Entry, NEXUS, SENTRI, FAST)
- Border Crossing Card (Form DSP-150)
- An employment authorization document that contains a photograph (Form I-766)
- U.S. Coast Guard Merchant Mariner Cards Credentials
- U.S. Certificate of Naturalization or Certificate of Citizenship (Form N-550) and U.S. Permanent Resident Card (Form I-551)
- U.S. Refugee travel document or other travel document or evidence of immigration status issued by DHS containing a photograph
- A Foreign Government Issued Passport

Please contact Pass and Registration at 256-3020/ 2008 if you have any questions or need additional information.