



PERFORMANCE WORK STATEMENT

BOMBARDIER CRJ 700 INITIAL PILOT QUALIFICATION TRAINING

SEPTEMBER 30, 2026

A. PROJECT/TITLE

Bombardier CRJ 700 Flight Training for Flight Standards Operations Inspectors and Aircraft Certification pilots employed by the Federal Aviation Administration (FAA).

B. BACKGROUND

Under Title 49 of the United States Code (49 U.S.C.), the FAA is authorized to acquire and expend funds for the acquisition, operation, and maintenance of aircraft as necessary in the exercise and performance of the powers and duties of the Administrator. The interests of the public, the safety of the workforce, and the credibility of the organization are best served by having qualified, proficient, and current inspectors conducting pilot evaluating, testing, and checking functions.

C. SCOPE

The contractor is to provide initial ground school, flight training device (if applicable), and simulator and/or flight training to FAA inspectors/pilots in the Bombardier CRJ 700 aircraft. Student quotas for these courses will be assigned by the Flight Standards Workforce Development Division, AFB-500 or Aircraft Certification Service – Enterprise Operations Division, AIR-900. The courses covered under this contract meet the requirements for FAA formal flight training. FAA formal flight training consists of training courses with agency-level course numbers that will officially be recorded in the employee's personnel records.

Exact training dates will be by mutual agreement of both parties. In the event of a conflict, such as equipment malfunction, weather, or unavailability of FAA pilots or aircraft, training dates will be rescheduled to other mutually agreeable dates. The contractor must start the training described in the contract, on the mutually agreed training dates, but only after receipt of either an oral or written notice from the Contracting Officer that the requirement still exists, and funds have been officially obligated on a task order.

D. QUALITY ASSURANCE

The FAA requests that a current copy of the course student materials be provided to the FAA annually, for the purpose of validating training content against identified training requirements. If the course objectives change, or significant content updates are made, an updated copy of the course will need to be provided, with a summary of the changes.

The FAA will sign NDAs as required and will not use the materials for any other purposes beyond validating requirements. This is required to ensure the FAA remains in compliance with congressional requirements set forth in the FAA authorization to operate. More specifically, Public Law (current Consolidated Appropriations Act) requires that all technical training meets the requirements of the Current Consolidated Appropriations Act. None of the funds made available in this Act may be obligated or expended for any employee training that:

- a. Does not meet identified needs for knowledge, skills, and abilities bearing directly upon the performance of official duties.
- b. Contains elements likely to induce high levels of emotional response or psychological stress in some learners.
- c. Does not require prior learner notification of the content and methods to be used in the training and written end-of-course evaluation.
- d. Contains any methods or content associated with religious or quasi-religious belief systems or “new age” belief systems as defined in Equal Employment Opportunity Commission Notice N-915.022, dated September 2, 1988.
- e. Is offensive to, or designed to change, learners’ personal values or lifestyle outside the workplace.

E. DEFINITIONS

The following definitions are used to define the terminology contained herein and are applicable as required by Title 14 of the Code of Federal Regulations (14 CFR) (Federal Aviation Regulations):

1. Flight Time: Time from the moment the aircraft first moves under its own power for the purpose of flight until the moment the aircraft comes to rest at the next point of landing (block to block time).
2. Flight Simulation Training Device (FSTD): A full flight simulator (FFS) or a flight training device (FTD).

3. Full Flight Simulator (FFS): A replica of a specific type, make, model, or series aircraft. It includes the equipment and computer programs necessary to represent aircraft operations in ground and flight conditions, a visual system providing an out-of-the-flight deck view, a system that provides cues at least equivalent to those of a three-degree-of-freedom motion system, and has the full range of capabilities of the systems installed in the device as described in (14 CFR) Part 60 and the qualification performance standard (QPS) for a specific FFS qualification level.

4. Flight Training Device (FTD): A replica of aircraft instruments, equipment, panels, and controls in an open flight deck area or an enclosed aircraft flight deck replica. It includes the equipment and computer programs necessary to represent aircraft (or set of aircraft) operations in ground and flight conditions having the full range of capabilities of the systems installed in the device as described in (14 CFR) Part 60 and the qualification performance standard (QPS) for a specific FTD qualification level.

5. Crew Concept: When one inspector/pilot is receiving pilot-in-command (PIC) training in a simulator/training device, the other inspector/pilot must receive second-in-command training or flight engineer training (if applicable). When one inspector/pilot is receiving PIC training in the left seat of an airplane flight deck the other inspector/pilot must receive observer time (flight deck seating permitted). No additional charge must be made for the presence of, or instruction provided to, such additional FAA inspector/pilot.

6. Approved Training Program: The contractor's FAA-approved training course to include a (14 CFR) Part 121 or Part 135 training program, a (14 CFR) Part 141 training course outline, or a (14 CFR) Part 142 course. The contractor must provide documentation of the approved training program by submitting one of the following items: a signed approval letter from the Principal Operations Inspector who approved the training program, the approved course syllabus, or the training specifications paragraph authorizing the training course.

7. Duty day / Training day: Begins when the student first shows at the contractor facility for training each day and runs continuous for a maximum of 10 hours including any breaks. If necessary, may be non-continuous.

8. Crew: A crew will consist of two students. The students will train together, and both will obtain unlimited type ratings in the subject aircraft at the completion of the initial course. In the recurrent course, both crew members will be trained as the Pilot-In-Command and will complete the required proficiency check in the Captain's position (Left Seat).

F. APPLICABLE DOCUMENTS

Title 14 of the Code of Federal Regulations (14 CFR), (Federal Aviation Regulations), Parts 61, 121, 135, 141, and 142. The applicable regulations are available for download, in PDF format, from <https://www.ecfr.gov/current/title-14>

Practical Test Standards available at:

[Airman Certification Standards | Federal Aviation Administration](#)

FAA Order 4040.9F as revised and available for download, in pdf format, from [Order 4040.9F - FAA Flight Program](#)

G. GENERAL REQUIREMENTS

1. GENERAL

(a) The FAA requires inspector/pilots to obtain initial and recurrent training in those aircraft listed in Part – I, Section B (also called Schedule B). The contractor must train FAA inspectors/pilots using only an “Approved Training Program”, of this performance work statement (PWS). The contractor must provide as a minimum the number of training hours contained within their FAA-approved training program. The contractor is requested, within the limits of their approved program, to delete company-specific training such as employee/customer relations, filling out company forms, evacuation training, company communications, or other items not directly related to the completion of the aircraft training and substitute training directly related to the successful completion of the type rating or proficiency check.

(b) It is expected that additional supplementary training may be required for some inspectors/pilots. Supplementary training must be approved in advance on a case-by-case basis by the Contracting Officer. All simulator time is considered “wet”, consisting of the simulator and the required complement of instructors required by the contractor’s approved training program or required by the PWS. This is to include the hours used for any flight check.

(c) Training of FAA inspectors/pilots is not to be conducted between the hours of midnight and 6:00 a.m., including simulator/flight pre- and post-briefings. A maximum of four hours of flight instruction per day or eight hours of ground school per day per inspector class is permitted. If ground and flight instruction are combined in a single day, then a maximum of ten hours of training per day is permitted. To maintain continuity between flight training sessions, the contractor is requested to minimize the switching of flight instructors between sessions

(d) FAA personnel are usually performing other job functions prior to assignment to training and normally do not have time to devote to pre-course study. Additionally, due to circumstances beyond the control of the FAA or the inspector/pilot, an inspector/pilot may be assigned to training with short notice. If the contractor's training program requires pre-course study prior to the trainee's arrival at the contractor's training facility, the contractor is required to supplement their course to allow for the required pre-course study to be accomplished at the contractor's facility after the inspector's/pilot's arrival. Such ground instruction must either be classroom or computer-based training.

(e.) Any level FTD time may be substituted for the minimum required ground school time. Flight Simulation Training Device pre/post briefing may be considered as ground school training. The contractor's training program must allow any substitutions the contractor makes.

(f) Inspectors/pilots attending training under this contract should present the contractor with a copy of FAA Form 4040-2, Crewmember Check Record signed by the inspector's supervisor. If the form is presented, the contractor's instructor, training center evaluator (TCE), or the FAA inspector administering a practical test or an instrument proficiency check must complete the form and return it to the inspector.

2. QUALIFICATIONS

(a) INITIAL PILOT QUALIFICATION:

The contractor must provide the aircraft and/or full flight simulator and training necessary to enable the FAA inspector/pilot to pass the practical test to Airline Transport Pilot (ATP) standards (PTS) for an unrestricted type rating on subject airplane, in accordance with applicable (14 CFR) Part 61 requirements, the contractor's FAA-approved training program, and the terms and conditions provided herein. Except when training for a single-pilot type rating, all flight simulation training and flight training must conform to the principle of "crew concept." If the aircraft is certified for a "single-pilot" flight operation, then all FAA inspectors/pilots must receive certification as a single-pilot. The FAA inspector/pilot must obtain an unrestricted type rating.

Types of training must include the following categories:

1. Initial pilot qualification ground school, and;
2. Initial pilot qualification using full flight simulator training, including a 100% practical test for students who possess the necessary prerequisites required by the contractor's approved training program or;

3. Initial pilot qualification flight training in an aircraft including a complete practical test when all flight training is to be conducted in an aircraft.

(b) RECURRENT PILOT QUALIFICATION:

The contractor must provide the ground school, full flight simulator and/or aircraft to enable the FAA inspector/pilot to pass the pilot-in-command (PIC) proficiency check to ATP standards on the Bombardier CRJ 700 aircraft, in accordance with the applicable (14 CFR) Part 61.58(d) (1), the contractor's approved training program, and the terms and conditions resulting contract/task order. Flight Simulation Training Device must conform to the principle of "Crew Concept." If applicable.

Types of training must include the following categories:

1. Recurrent pilot ground school and;
2. Recurrent pilot full flight simulator training when all training is to be conducted in a full flight simulator or;
3. Recurrent pilot flight training when all flight training is to be conducted in an aircraft.

(c) SUPPLEMENTARY TRAINING HOURS:

The Contracting Officer may authorize hours in addition to those specified under Initial and Recurrent Pilot Qualification training when required by the individual inspector/pilot to successfully complete type rating practical tests or proficiency checks. These hours must be provided at the prices set forth in the item entitled "Supplementary Training Hours", Part I, Section (Schedule) B.

3. TRAINING REQUIREMENTS

(a) All instruction must comply with the contractor's approved training program.

(b) Flight simulation training device (FSTD) training, if applicable, must begin within one working day after satisfactory completion of ground school. Flight training must begin within one working day after completion of ground school or FSTD training, if applicable. Flight and FSTD training may be integrated with ground school training if it is a part of the contractor's program.

(c) Ground school instruction must be presented by a qualified instructor in a classroom environment. If Computer-Based Instruction (CBI) is used to accomplish ground school training, then the following requirements must be met:

(1) Inspectors/pilots must receive a thorough briefing on the operation and use of the CBI equipment.

(2) At least one instructor must be present or readily accessible by electronic means to resolve any problems or questions that the inspector/pilot may have regarding the material presented in the CBI program.

(3) All material presented by CBI must be reviewed and reinforced by a qualified instructor in classroom discussion or one-on-one with the inspector/pilot.

(d) Upon scheduling an FAA inspector/pilot for training, the contractor must contact their FAA certificate-holding office in order to arrange for the applicable check to be given by an FAA inspector qualified in the aircraft. The contractor must make the applicable FSTD or aircraft and appropriate personnel available for the purpose of administering the check(s) required. If the contractor's FAA certificate-holding office is unable to provide a qualified inspector for the required check(s), the contractor must immediately notify the Contracting Officer's Representative (COR). For Initial Pilot Qualification Training, an FAA Flight Examiner must be used to perform or observe the required "Flight Check." For Recurrent Pilot Qualification Training, a qualified Training Center Evaluator (TCE) can be used to perform the required "Flight Check." The passing or failing of the "Flight Check" is incumbent on the trainee; however, if a student successfully passes the "Flight Check" the FAA Flight Examiner or TCE will provide the required certification.

(e) In the event the FAA inspector/pilot fails to report for training as scheduled, or should become ill, injured or incapacitated during the training period the contractor must promptly notify the COR and the inspector/pilot's emergency contact, if known.

(f) If the inspector/pilot has not passed the applicable pilot practical test or proficiency check after completion of the training outlined in Section B (Schedule B) and in accordance with the specifications herein, the contractor must withhold further training and promptly notify the COR who will arrange the authorization of additional training.

(g) The contractor must notify the COR of the inspector's/pilot's completion status upon completion of the training program.

(h) Upon completion of all training, the contractor must issue a Certificate of Training-Appendix A. The FAA inspector must sign the certificate verifying the type of training provided, specific dates, and the duration of such training. One copy of each such certificate must be submitted to the COR. Completed/Signed Appendix A must be received prior to payment of the invoice.

(i) The contractor must furnish all training aids and facilities which meet the following minimum requirements:

(1) Sufficient chalk dry erase or electronic boards for effective teaching must be provided.

- (2) All training aids, including any audio-visuals, mockups, charts or aircraft components listed in the approved training program must be accurate and appropriate to the course for which they are used.
- (3) The classroom must be well-lighted.
- (4) Inspectors/pilots must be seated at suitable tables that provide sufficient space for writing and accomplishing assigned tasks.
- (5) The classroom must be kept clean.
- (6) Sanitary restroom facilities must be available within a convenient distance of the classroom.
- (7) The classroom facilities must be adequately ventilated, heated in winter, and cooled in summer.
- (8) Ambient noise must be below the distraction point. The instructor's voice level must be easily heard from any position in the classroom.
- (9) The contractor must comply with safety standards specified by the National Electrical Code, the National Fire Code, and the United States of America Standards Institute in conducting contract training.
- (10) Local environmental distractions adversely affecting student learning must be eliminated.
- (11) A copy of the aircraft Pilot's Operating Handbook (POH) must be provided with each inspector/pilot on the first training day of each training course for the subject aircraft and must be retained by the inspector/pilot after course completion. A "Flight Training Manual" utilized in the contractor's training program, which is at least equal in content and quality to the POH, will be an acceptable substitute. Such manuals must be included within the prices set forth in Part I, Schedule B.
- (12) A copy of the syllabus, training schedule, and description of all maneuvers and procedures to be conducted in the training course must be provided to each inspector/pilot on the first training day of each training course.
- (13) A FAA-approved full flight simulator (FFS) of the type specified in Paragraph F (1) (g) of this PWS, if applicable.
- (14) The contractor must use only instructors authorized under their approved training program to instruct under this contract. All instructors used in flight training under this contract must be authorized by the contractor to conduct all maneuvers and procedures required.