

PERFORMANCE WORK STATEMENT

FOR

**INSPECTION, TESTING & MAINTENANCE
OF FIRE ALARM, MASS NOTIFICATION, &
FIRE SUPPRESSION SYSTEMS**



PREPARED BY AFRL/Det 4 SSRC

**AIR FORCE RESEARCH LABORATORY
ROME RESEARCH SITE
ROME, NEW YORK**

ULDF#: 260405

DATED: 7 Oct 2026

TABLE OF CONTENTS

1.	BACKGROUND	1
1.1.	DESCRIPTION OF SERVICES	1
1.2.	SUPPLIES	3
2.	SERVICES SUMMARY	4
2.1.	QUALITY CONTROL	4
2.2.	QUALITY ASSURANCE	4
2.3.	PERIODIC VALIDATIONS	5
2.4.	PERIODIC PROGRESS MEETINGS	5
3.	GOVERNMENT FURNISHED PROPERTY AND SERVICES	5
3.1.	UTILITIES	5
3.2.	GOVERNMENT FURNISHED FACILITIES	5
3.3.	SECURITY, FIRE AND MEDICAL SERVICES	5
3.4.	SOLID WASTE COLLECTION AND DISPOSAL	5
4.	GENERAL INFORMATION	6
4.1.	DAMAGES TO GOVERNMENT BUILDINGS, EQUIPMENT OR VEGETATION	6
4.2.	ENVIRONMENTAL REQUIREMENTS	6
4.3.	PERMITS, LICENSES AND CERTIFICATIONS (RESERVED)	7
4.4.	HOURS OF OPERATION	7
4.5.	RECOGNIZED HOLIDAYS	7
4.6.	SITE CLOSURES	7
4.7.	SECURITY	7
4.8.	TRAFFIC LAWS	9
4.9.	WEAPONS, FIREARMS, AND AMMUNITION	9
4.10.	PERFORMANCE OF SERVICE DURING CRISIS OR HEIGHTENED SECURITY	9
4.11.	GOVERNMENT INTERFACE	9
4.12.	SAFETY	9
4.13.	EQUIPMENT OPERATORS	11
4.14.	WORKMANSHIP	11
4.15.	TOOLS	11
4.16.	TEST EQUIPMENT	11
4.17.	SANITARY FACILITIES	11
4.18.	CONTRACT MANAGER	11
4.19.	PERSONNEL	11

TABLE OF CONTENTS

5. LIST OF APPENDICES:	12
APPENDIX A - FEDERAL STOCK CLASSES REQUIRING CONTRACTOR REPORTING	13
APPENDIX B – PRODUCT REQUEST FORM	14
APPENDIX C – PRODUCT USAGE FORM	15
APPENDIX D – MASS NOTIFICATION SYSTEM CENTRAL CONTROL UNIT ITM TASKS	16
APPENDIX E - FIRE DETECTION AND ALARM SYSTEM ITM TASKS	17
APPENDIX F – FIRE SUPPRESSION EQUIPMENT SYSTEM LIST	19
APPENDIX G – WET PIPE SPRINKLER SYSTEMS ITM TASKS	22
APPENDIX H – PRE-ACTION AUTOMATIC SPRINKLER SYSTEMS ITM TASKS	23
APPENDIX I – CLEAN AGENT ITM TASKS	26
APPENDIX J - FIRE PUMPS ITM TASKS	27
APPENDIX K - BUILDINGS REQUIRING FIRE ALARM / SUPPRESSION SERVICE	29

PERFORMANCE WORK STATEMENT

1. BACKGROUND

AFRL must have life safety systems operational at all times to ensure safety of building occupants in the event of an emergency. This effort will provide all personnel, labor, equipment, tools, materials, instruments, meters, gauges, test equipment, transportation, supervision, and other items and services necessary to perform inspection, testing, and maintenance (ITM) and repairs for the Fire Alarm, Mass Notification System, & Fire Suppression Systems for the Air Force Research Laboratory, Information & Spectrum Warfare Directorate (AFRL/RF), Rome, NY, the Newport Research Site, Newport, NY, the Stockbridge Research Site, Oneida, NY, and the Defense Finance and Accounting Services (DFAS), Rome, NY. A table showing buildings requiring fire alarm, MNS, and fire suppression services is found in the attached sheet titled Appendix K.

1.1. DESCRIPTION OF SERVICES

1.1.1. SCHEDULED FIRE ALARM AND MASS NOTIFICATION SYSTEM TESTING

Buildings 1, 2, 3, 101, 106, 1477, 1480, 1621, 1622, 1612, 1624, 1609, & 1610 have monitored fire alarm systems and mass notification systems that are in service. Drawings are attached that show layouts of the components. The contractor shall inspect each system and test it in accordance with the inspection schedule associated with UFC-4-021-01 in Appendix D (Mass Notification) and UFC-3-601-10 in Appendix E (Fire Alarm). Guidance on the tasks in Appendix D can be found in NFPA 72. Guidance on the tasks in Appendix E can be found in NFPA 70B. System descriptions and locations are as follows:

LOCATION	FACILITIES	SYSTEM
AFRL/RF	Buildings 2, 3, 101, 106	Honeywell/Gamewell
Stockbridge Site	Building 1477 & 1480	Honeywell/Gamewell
Newport Site Irish Hill	Building 1621, 1622, 1612 & 1624	Honeywell/Gamewell
Newport Site Tanner Hill	Building 1609, 1610	Edwards Signal
DFAS/Colosseum	Building 1	Edwards Signal

1.1.2. SCHEDULED SUPPRESSION INSPECTIONS

Inspections for Wet Pipe Automatic Sprinkler Systems, Pre-action Automatic Sprinkler Systems and Clean Agent systems will require Annual Inspections, Two Year Inspections and Five year Inspections at various times during the period of performance. The fire pump will require monthly inspections as well as Two Year and Five Year Inspections during the period of performance. Inspectors must meet the qualifications listed below in order to perform the ITM tasks. The contractor shall inspect each system and test it in accordance with the inspection schedule associated with UFC-3-601-10 in Appendices relevant to the type of system being tested. Technical guidance for the task required to be performed can be found in NFPA. The types and locations of existing fire suppression systems are described in Appendix F.

1.1.2.1. WET PIPE SPRINKLER SYSTEMS

Technical guidance on the required tasks in Appendix G is contained in NFPA 25 shall be performed. When performing inspections on wet pipe systems the following guidance and actions must be adhered to and noted on inspection reports.

Caution: Main drain static or residual test pressures that vary more than 10 percent from the previous test readings or the original acceptance readings require immediate evaluation to determine the cause.

Warning: Main drain static or residual test pressures that vary more than 20 percent from the previous test readings or the original acceptance readings indicate an emergency situation. Immediate distribution system flow testing is indicated. Immediately conduct main drain tests on all adjacent sprinkler systems to determine the extent to which the sprinkler systems are compromised.

1.1.2.2. PRE-ACTION AUTOMATIC SPRINKLER SYSTEMS

Technical guidance for the required tasks in Appendix H is contained in NFPA 25 shall be performed. When performing inspections on dry pipe systems the following guidance and actions must be adhered to and noted on inspection reports.

Caution: Main drain static or residual test pressures that vary more than 10 percent from the previous test readings or the original acceptance readings require immediate evaluation to determine the cause.

Warning: Main drain static or residual test pressures that vary more than 20 percent from the previous test readings or the original acceptance readings indicate an emergency situation. Immediate distribution system flow testing is indicated. Immediately conduct main drain tests on all adjacent sprinkler systems to determine the extent to which the sprinkler systems are compromised.

1.1.2.3. CLEAN AGENT SYSTEMS

Technical guidance for the required tasks in Appendix I tasks is contained in NFPA 2001 shall be performed.

1.1.2.4. FIRE PUMP

Technical guidance on these tasks contained in Appendix J is contained in NFPA 20 and NFPA 25.

1.1.3. REPAIR SERVICE

Provide 24 hour repair service by ensuring a means of answering calls for repair (including overtime calls) emanating as a result of breakdown of any fire alarm system or fire suppression system equipment. Repair service will be provided not later than four (4) hours after notification for weekdays, weekends and holidays.

1.1.4 MONTHLY FIRE ALARM SYSTEM CHECK

The contractor shall perform a monthly inspection of each fire alarm panel in all buildings and document the system status and recommended service action. Reports will be provided to the COR within five (5) days of the inspection. See appendix K for buildings requiring inspection. No corrective action shall be performed without prior coordination and approval from the COR.

1.1.5 EQUIPMENT AND PARTS

Equipment and parts shall be repaired or replaced as necessary to correct each malfunction, deficiency, or other unsatisfactory condition discovered. The Contracting Officer's Representative (COR) shall authorize replacement parts in advance of the repairs. Repairs shall be accomplished in accordance with applicable maintenance manuals or, in the absence of such manuals, in accordance with good commercial practices. Batteries that fail the annual load testing requirements shall be replaced. Disposal location for batteries is the battery recycling area in Building 2.

1.1.6 SUBMITTALS/DELIVERABLES

A separate inspection report will be provided for each system tested/inspected. Three copies of each report are required. Each report will include the following at a minimum:

- Building Number
- Item Description
- Location
- ITM Performed in accordance with Appendices
- Indication of Pass/Fail
- Recommendations for repair in case of failed test
- Indication of System Normal, Warning or Caution Condition
- Date of Inspection
- Name of Inspector
- Signature of Inspector

Inspection reports are due within fourteen (14) days of the system inspection.

1.2. SUPPLIES

The contractor shall furnish a complete list of all supplies that are anticipated to be used during the contract period to the CO not later than the pre-performance conference for acceptance by the CO. After award, any new supplies added to the contract will need acceptance before being used on the installation. The supply inventory supply list shall contain the following information:

- a) Product name
- b) Manufacturer
- c) Item use
- d) Disposal procedures if material remains after usage
- e) Storage provisions for item

The contractor shall be responsible for the proper disposal of all supplies.

A Safety Data Sheet (SDS) shall also be provided for each supply item and contractor employees will be trained, by the contractor, on the proper use and disposal of each item. All cleaning and supplies shall be non-flammable.

NOTE: Products containing chloroflourocarbons (CFCs) or ozone depleting substances shall not be allowed or approved for use.

2. SERVICES SUMMARY

The contract service requirements are summarized in Performance Objectives that relate directly to mission essential items. The performance threshold briefly describes the minimally acceptable levels of service required for each requirement. The Services Summary (SS) and the contractor's Quality Control Plan provide information on contract requirements, the expected level of contractor performance and the expected method of government validation and confirmation of services provided. These thresholds are critical to mission success. Procedures as set forth in the FAR 52.212-4 (a), Contract Terms and Conditions - Commercial Items, Inspection/Acceptance, will be used to remedy all deficiencies. During the first initial 30 days of the contract, two additional defects on each work item shall be allowed in an effort to identify normal phase-in problems.

ID	PERFORMANCE OBJECTIVE	PWS PARA	PERFORMANCE THRESHOLD	REMEDY	SURVEILLANCE METHOD
SS1	Scheduled Fire Alarm and Mass Notification System Inspection & Testing	1.1.1	0 Defects	Re-performance within COR specified timeline at no additional fee	Periodic Inspection
SS2	Scheduled Fire Suppression System Inspections	1.1.2	0 Defects	Re-performance within COR specified timeline at no additional fee	Periodic Inspection
SS3	Fire Alarm and Fire Suppression System Repair Service	1.1.3	0 Defects	Re-performance within COR specified timeline at no additional fee	Periodic Inspection
SS4	Fire Alarm and Fire Suppression System Inspection Reports	1.1.4 & 1.1.5	0 Defects	Measures taken to prevent re-occurrence within COR specified timeline for no additional fee	Periodic Inspection

2.1. QUALITY CONTROL

Contractor shall develop and maintain a quality program to ensure services are performed in accordance with commonly accepted commercial practices for meeting the objectives of this Performance Work Statement. The contractor shall develop and implement procedures to identify and prevent defective services from recurring.

2.2. QUALITY ASSURANCE

The government shall inspect and evaluate the contractor's performance to ensure services are received in accordance with requirements set forth in this PWS. The CO or COR shall inspect by validating actual work performance, checking an attribute of the completed task, checking a management information report, investigating customer complaints, conferring with facility managers, or otherwise inspecting the task or its results to determine whether or not performance meets the standards contained in this PWS. The CO or COR will use the contractor's

work schedule or modified version thereof, to record validation results. Results of the validation then become the official Air Force record of the contractor's performance.

2.3. PERIODIC VALIDATIONS

This method requires the COR to employ a "spot check" style of evaluation based on the contractor's schedule. Periodic validations will be conducted on a scheduled basis (daily, weekly, monthly, or quarterly) and may be adjusted, based on quality trends. Any unsatisfactory inspection (defect) result shall be recorded, and the contractor shall re-perform the service after notification by the CO or COR. Failing to meet the performance threshold as outlined in the SS for any of these performance objectives in any one month period shall result in a warning or letter of concern from the CO. Failing to meet the performance threshold as outlined in the SS of these performance objectives in any combination for any two, or more consecutive or non-consecutive months during a contract period shall constitute an immediate Progress Meeting with the Multi-functional Team.

2.4. PERIODIC PROGRESS MEETINGS

The CO, COR, and the Contractor shall periodically meet to discuss the Contractor's performance. Topics of discussion may include, modifications required of the contract, unsatisfactory inspections and trends against each performance objective observed, positive performance and steps taken by the Contractor to prevent unsatisfactory occurrences in the future. The Contractor shall provide a summation of unsatisfactory inspections and customer complaints and provide insight into any identified trends. The minutes of these meetings will be reduced to writing, signed by the CO and any other signatures as deemed appropriate, distributed to the functional area and the contractor. Should the contractor not concur with the minutes, the contractor shall provide a written notification to the CO identifying areas of non-concurrence for resolution.

3. **GOVERNMENT FURNISHED PROPERTY AND SERVICES**

3.1. UTILITIES

The government will furnish a reasonable amount of utilities necessary to accomplish the work in accordance with this contract. The contractor shall not change or modify any utility system or component; or connect any contractor property, equipment or system without prior CO review and approval. The contractor shall practice energy conservation in the Government provided facilities.

3.2. GOVERNMENT FURNISHED FACILITIES

The Government will provide office and storage space in Building 2, West Center. No alterations to the office space shall be made without the specific written permission from the Functional Director and the CO as coordinated and approved via the Civil Engineer work order, AF Form 332. In case of alterations necessary for compliance with OSHA, such permission shall not be reasonably withheld. The contractor shall return the office space to the government in the same condition as received, less wear and tear and approved modifications.

3.3. SECURITY, FIRE AND MEDICAL SERVICES

The Government will provide local site security services. The RRS Security Desk can be reached at 330-2961 and is manned 24 hours per day year round. Fire protection services are provided by the City of Rome Fire Department. Fire and medical emergencies should be handled by contacting 911.

3.4. SOLID WASTE COLLECTION AND DISPOSAL

The contractor shall use existing bulk containers to dispose of trash or solid waste generated from accomplishment of services detailed in this PWS. The contractor shall adhere to all site level recycling programs.

4. GENERAL INFORMATION

4.1. DAMAGES TO GOVERNMENT BUILDINGS, EQUIPMENT OR VEGETATION

Damages to Government buildings, equipment, or vegetation are addressed in clause 52.237-2 – Protection of Government Buildings, Equipment, and Vegetation. The Contractor shall use reasonable care to avoid damaging existing buildings, equipment, and vegetation on the Government installation. If the Contractor's failure to use reasonable care causes damage to any of this property, the Contractor shall replace or repair the damage at no expense to the Government as the Contracting Officer directs. If the Contractor fails or refuses to make such repair or replacement, the Contractor shall be liable for the cost, which may be deducted from the contract price.

4.2. ENVIRONMENTAL REQUIREMENTS

In addition to all applicable Federal, State and local environmental codes and regulations, the following specific guidance is provided:

4.2.1. HAZARDOUS MATERIALS

All hazardous materials brought on-site by the contractor prior to use must be approved using the AF 3952 and local processes. See Appendix B for categories of materials that require approval. Government may remove any materials from consideration for use by the Contractor that contain ingredients prohibited by the AF or other regulatory agency. Contractor will be instructed materials that require the Air Force's Enterprise Environmental Safety and Occupational Health-Management Information System (EESOH-MIS) tracking. Those materials will require the completion of a Contractor HAZMAT Product Request Form (PRF). This includes products that contain chemicals tracked for Air Quality purposes that may not be considered "hazardous" and any non-commodity batteries. This also includes fuels used to run generators and other construction/maintenance equipment. Contractors shall anticipate a 7-10 business day turn around for approvals. For initial contract PRF/Safety Data Sheet (SDS) submissions, of fifteen or more, a lead time of 20-25 business days can be expected. See Appendix C for the PRF. The Contractor will retain a copy of their Contractor HAZMAT PRFs for the duration of the specified project.

The Contractor will submit a Contractor Material Usage Data Sheet for each unique material to the COR once a quarter. Any HAZMAT brought on site for the contract and not used in its entirety will be removed from the installation by the Contractor. See Appendix D for a copy of the Contractor Material Usage Data Sheet.

The contractor shall maintain an up-to-date hazardous material inventory with copies of SDS(s) for all materials used on the job site. The contractor shall maintain a complete copy of all approved SDS and AF Form 3952s. At the end of the contract, all excess hazardous materials will be removed by the Contractor. The contractor shall remove all hazardous materials by the end of each workday unless prior approval is granted detailing the amounts and location.

The contractor shall submit an interim inventory report, not later than ten working days following each contract year, of all hazardous materials used since the last hazardous usage report to the CO or COR. In addition, the final inventory report will list all hazardous materials used, total amount of each used, and a description of the disposition of any remaining hazardous material over the duration of the contract.

4.2.2. SPILL RESPONSE

The contractor shall maintain spill control material on hand at all times sufficient to contain a worse case spill, both volume and hazard level. Care will be taken to minimize or avoid fuel spills when

refueling equipment. If a fuel spill does occur, it shall be reported immediately to Security Police 315-330-2961. The fuel spill will be contained and cleaned up immediately upon notification.

4.2.3. PESTICIDES (RESERVED)

4.3. PERMITS, LICENSES AND CERTIFICATIONS (RESERVED)

4.4. HOURS OF OPERATION

The contractor shall perform services during normal duty hours which are 0800-1600 Monday – Friday, excluding Federal Holidays. The contractor may work weekends and holidays if approved in advance at his convenience. Work required outside of the standard work hours shall be coordinated with AFRL/Det 4 SSRC and RRS Security forces.

4.5. RECOGNIZED HOLIDAYS

The contractor is not required to provide service on federal holidays, except in emergency situations. The holidays are as follows:

New Year's Day - 1 January
Martin Luther King Day - 3rd Monday in January
Washington's Birthday - 3rd Monday in February
Memorial Day - last Monday in May
Juneteenth – 19 June
Independence Day - 4 July
Labor Day - 1st Monday in September
Columbus Day - 2nd Monday in October
Veteran's Day - 11 November
Thanksgiving Day - 4th Thursday in November
Christmas Day - 25 December

If these holidays fall on Saturday, the preceding Friday will be the observed holiday. If these holidays fall on Sunday, the following Monday will be the observed holiday. If a holiday falls on a scheduled service day, the contractor will be responsible for rescheduling services for the first day post the holiday observance.

4.6. SITE CLOSURES

In addition to the federal holidays identified above, the AFRL Site Director may limit access due to emergency conditions. These conditions may include inclement weather conditions, power outages, and/or other unexpected emergency situations. The Director will announce through public channels, either delayed reporting or closure of RRS facilities due to emergency conditions. This announcement is made solely for safety and security purposes and to inform all personnel (Government and contractor) of site closure/delayed reporting. The Director is not authorizing time off for contractor employees and is not authorizing payment for work not performed. contractors shall take all appropriate actions to notify their employees of closure/delayed reporting and make alternate work/schedule arrangements, if necessary.

The above applies to emergency situations only. Facilities will remain open for contractor personnel during unscheduled federal closures (e.g., National Day of Mourning) or other instances where Government employees are granted administrative leave in non-emergency situations. Work scheduled but not accomplished because of site closure will be accomplished as soon as possible after reopening the site.

4.7. SECURITY

4.7.1. ACCESS CONTROL

The work to be done under this contract is located in and around areas that are under the scrutiny of the USAF Civilian Police assigned to Rome Laboratory. To gain access to the area(s) to examine the work to be done for job estimation purposes, arrangements must be made through the Contracting Office. contractor personnel will be escorted into the area(s) for the purpose of project estimation.

4.7.2. VISIT REQUESTS

The Visit Request can be done via RRS Visit Request Form 31 or a simple Company Letterhead letter identifying all personnel who will be employed during the work will be necessary prior to work commencement. The Visit Request Form 31 or Visit Request letter shall be signed by the Company President or Director of Human Resources. The contractor will supply the Visit Request to the Security Office (AFRL/Det 4 SSRFP) and Contracting Office (AFRL/RFZO). The request will contain the full name of each individual, to include a middle initial, date of birth, state of driver's license issuance and city and state of birth. If the individual is not a US citizen they will not be allowed within the complex or facilities. If the individual is not a US citizen but has a Green Card, Form I-551 or has the I-551 stamp on their passport, the Security Office will need to see either one. No foreign national workers are allowed on the Rome Research Site.

4.7.3. CONTRACTOR POINT OF CONTACT (POC)

The contractor's phone number and a Project Leader or Supervisor/Foreman contact number is necessary for use by the Law Enforcement Desk Sergeant. The 24 hour Desk Sergeant can be reached at 330-2961.

4.7.4. BUILDING ACCESS

All facilities are entered using a proximity entry badge. Any personnel such as Supervisor/Foreman or Project Leaders who may need building access for meetings etc., during the contract period, can acquire a Local contractor Entry Badge from the Security Office located in the lobby of Building 3, West Wing with a valid visit request. This badge will be worn at all times and will be returned to the Contracting Officer's Representative upon completion of the final inspection and acceptance of work. Any badges lost during the period of work will be reported to the Security Office as soon as possible.

4.7.5. ROME RESEARCH SITE (RRS) COMPLEX ACCESS CONTROL

Access to the RRS Complex is controlled by a main gate on Brooks Rd, located just west of the Otis St. & Brooks Rd. intersection. Identification for the contractor to enter with a vehicle will be on an access list supported by the magnetic media entry badge issued.

4.7.6. NEWPORT AND STOCKBRIDGE SITES ACCESS CONTROL

Access to either site will follow the same visit request requirements and site access will be coordinated through RIO Facility Managers.

4.7.7. COMMERCIAL VEHICLES

All commercial vehicles are searched prior to entry into the RRS Complex. Vehicle operators will be aware of the vehicle search pull-off area prior to approaching the main gate. A search of the vehicle will be conducted prior to its entry. All vehicles not needed for delivery of equipment or tools will be parked in the visitor parking area unless cleared through the Security Office. No vehicles (other than mowers) are

allowed within 25 meters (80 ft.) of the RRS facilities. One-time deliveries can be escorted from the gate to delivery point by project personnel.

4.7.8. POSTED SIGNAGE

All contractor personnel will be aware that the Rome Research Site is property of the United States Air Force and they will follow all posted signage

4.7.9. EMERGENCIES REQUIRING EVACUATION

Contractor personnel will be notified by RRS Police of any emergencies which would require an evacuation or work stoppage, such as an increase in the Force Protection Condition.

4.7.10. PHOTOGRAPHY AND VIDEOGRAPHY

Photography and videography of RRS facilities and surroundings is strictly prohibited.

4.7.11. CONTRACTOR/EMPLOYEE SITE PASS AND IDENTIFICATION

The contractor shall comply with all requirements and procedures IAW AFFARS 5352.242-9000, contractor Access to Air Force Installations. All required documentation shall be submitted at the pre-performance conference.

4.8. TRAFFIC LAWS

The contractor and its employees shall comply with all site traffic regulations.

4.9. WEAPONS, FIREARMS, AND AMMUNITION

Contractor employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or within their contractor-owned or privately owned vehicle while on the AFRL/Rome Research Site.

4.10. PERFORMANCE OF SERVICE DURING CRISIS OR HEIGHTENED SECURITY

Services requirements under this PWS are not essential to be performed during a declared crisis.

4.11. GOVERNMENT INTERFACE

Do not unduly interfere with regularly scheduled Government operational activities in the performance of contract requirements. In the event a Government supervisor so requests, temporarily cease work in the area and report the instructions, to include name of the Government person involved, to the CO immediately by the most expedient means. Notify the CO verbally of disputes with customers or other base contractors and follow-up in writing.

4.12. SAFETY

The contractor shall comply with all applicable Occupational Safety and Health Administration (OSHA) standards, federal, state, and local laws, regulations, and requirements regarding worker safety while performing on the Air Force Research Laboratory, Rome Research Site. Compliance shall also include following industry standards concerning worker safety and personal protective equipment. The contractor shall comply with all safety and health requirements necessary for the protection of personnel, facilities and equipment

4.12.1. SPECIFIC SITE REQUIREMENTS

4.12.1.1. WRITTEN SAFETY PROGRAM

Maintain a written Safety Program, as required by OSHA and make said plan available for review by the Government upon request by the contracting officer.

4.12.1.2. MISHAPS

In the event of a mishap during the performance of this contract on AFRL/RRS premises, the contractor shall notify the CO in an expeditious manner.

4.12.1.3. MISHAP DOCUMENTATION REQUIREMENT

- a. Contract, Contract number, Name and Title of Person(s) Reporting
- b. Date, Time and exact location of accident/incident
- c. Brief Narrative of accident/incident (events leading to accident/incident)
- d. Cause of accident/incident (if known)
- e. Estimated cost of accident/incident (material and labor to replace/repair)
- f. Nomenclature of equipment and personnel involved in accident/incident
- g. Corrective Actions (taken or proposed)
- h. Other pertinent information

4.13. EQUIPMENT OPERATORS

Equipment operators must possess current and appropriate operator license or certificate for the equipment utilized.

4.14. WORKMANSHIP

All work shall be performed by qualified, experienced contractor personnel.

4.15. TOOLS

All tools shall be furnished by the contractor.

4.16. TEST EQUIPMENT

The contractor shall furnish his own test equipment.

4.17. SANITARY FACILITIES

The contractor's workmen may use the existing facilities, subject to the regulations governing their use by Government personnel in the buildings in which the work is being accomplished.

4.18. CONTRACT MANAGER

The contractor shall establish and maintain an office through which the contract manager or alternate(s) can be contacted during work hours. The contract manager or alternate shall be available (within 1 hour) during normal duty hours to meet on the site with the government personnel designated by the CO to discuss problem areas. The contractor shall provide the CO with telephone number(s) where validation results and complaints can be reported. The contractor shall also provide to the CO the names and phone numbers of contractor POCs for after business hours including nights, weekends, and holidays. This information will be kept updated by the contractor whenever personnel changes occur. The contract manager or alternate shall have full authority to act for the contractor on all contract matters relating to the daily operation of this contract.

4.19. PERSONNEL

Contractor personnel shall present a neat appearance. Contractor personnel shall be easily recognizable while on the installation in conjunction with this contract.

The government is authorized to restrict the employment under the contract of any contractor employee or prospective contractor employee, who is identified as a potential threat to the health, safety, security, general well-being, or operational mission of the installation and its population.

5. LIST OF APPENDICES:

- APPENDIX A - FEDERAL STOCK CLASSES REQUIRING CONTRACTOR REPORTING
- APPENDIX B – PRODUCT REQUEST FORM
- APPENDIX C – PRODUCT USAGE FORM
- APPENDIX D - MASS NOTIFICATION SYSTEM CENTRAL CONTROL UNIT ITM TASKS
- APPENDIX E - FIRE DETECTION AND ALARM SYSTEM ITM TASKS
- APPENDIX F – FIRE SUPPRESSION EQUIPMENT SYSTEM LIST
- APPENDIX G – WET SYSTEM ITM TASKS
- APPENDIX H – PRE-ACTION ITM TASKS
- APPENDIX I – CLEAN AGENT ITM TASKS
- APPENDIX J – FIRE PUMP ITM TASKS
- APPENDIX K - BUILDINGS REQUIRING FIRE ALARM / SUPPRESSION SERVICE

APPENDIX A - FEDERAL STOCK CLASSES REQUIRING CONTRACTOR REPORTING

Federal Stock Class	Description
2640	Tire rebuilding and tire and tube repair materials
3439	Miscellaneous Welding, Soldering, and Brazing Supplies and Accessories
5610	Mineral Construction Materials, Bulk
5640	Wallboard Building and Thermal Insulation
6130/40	Batteries
6550	In Vitro Diagnostic Substances, Reagents, Test Kits and Sets
6750	Photographic Supplies
6810	Chemicals
6820	Dyes
6830	Gases: Compressed and Liquefied
6840	Pest Control Agents and Disinfectants
6850	Miscellaneous Chemical Specialties
7930	Cleaning and Polishing Compounds and Preparations
8010	Paints, Dopes, Varnishes, and Related Products
8030	Preservative and Sealing Compounds
8040	Adhesives
8720	Fertilizers
9110	Fuels, Solid
9130	Liquid propellants and fuels, petroleum base
9135	Liquid propellant fuels and oxidizers, chemical base
9140	Fuel Oils
9150	Oils and Greases: Cutting, Lubricating, and Hydraulic
9160	Miscellaneous Waxes, Oils and Fats

Products Containing Chemicals in the following Stock Classes are required to be reviewed and reported, additional stock classes may exist. If unsure, please submit for review. All non-commodity batteries must be submitted for review.

APPENDIX B – PRODUCT REQUEST FORM

Product Request Form

Request Date:		Project Start Date:		Estimated Completion Date:	
---------------	--	---------------------	--	----------------------------	--

Contractor Name:

AFRL POC: Contract #: Project #:

Name of Material:

NSN (if known):

Manufacturer:

Container Type: Size of Container (12 oz= 12):

Part #: Units of Container (12 oz= oz):

Location of Stored Materials: SDS # (if known)

QTY Requested: Have you received the before?

Detailed description of how material is being applied:

i.e. Paint being brushed or sprayed; How is solder being applied

Requested by & Phone Number:

EOH OFFICE USE ONLY

Additional Information:

Issued to:

Approved

Disapproved

☐

☐

Barcodes Assigned:

Issued Date:

Issued By:

APPENDIX C – PRODUCT USAGE FORM

Contractor Hazardous Material Usage Form

Contractor Name:

Contract #:

Delivery

Order #:

Name of Material:

NSN:

SDS #:

Qty Used:

Equipment Used in conjunction with
Hazardous Material

I.e. Diesel Fuel used in John Deere Lawn Mower Model ABC123

Name of Material:

NSN:

SDS #:

Qty Used:

Equipment Used in conjunction with
Hazardous Material

I.e. Diesel Fuel used in John Deere Lawn Mower Model ABC123

Name of Material:

NSN:

SDS #:

Qty Used:

Equipment Used in conjunction with
Hazardous Material

I.e. Diesel Fuel used in John Deere Lawn Mower Model ABC123

Print Name and Signature:

APPENDIX D – MASS NOTIFICATION SYSTEM CENTRAL CONTROL UNIT IIMTASKS

Frequency	Component	Tasks
Weekly	1. Central control console	• Reserved
Monthly	1. HPSA/Wireless transceivers	• Reserved
	2. Total System functionality	• Reserved
Quarterly	1. Central control unit, UPS	• Reserved
Every 6 months	1. Fire Alarm Control Panel with Integrated Mass Notification (FMCP)	1. Test to verify proper receipt of signals (inputs) from Local Operating Consoles (LOCs) and the installation's site-wide system and operation of notification appliances and auxiliary functions (outputs). 2. Verify all lamps and LEDs are illuminated. 3. Load test backup batteries using a meter (when provided). 4. Verify condition of power supplies and batteries. 5. Resolve any trouble indications
	2. LOCs	1. Verify station is accessible (visual).
	3. Notification Appliances and Voice Communication (speakers and strobe lights)	1. Test to verify operability.

APPENDIX E - FIRE DETECTION AND ALARM SYSTEM ITM TASKS

Frequency	Component	Tasks
Monthly	1. Control Panels and Annunciator Equipment (unmonitored only)	Reserved
Annual	1. Control Panel and Annunciator Equipment (monitored)	- Test to verify proper receipt of alarm, supervisory, and trouble signals (inputs, one of each type) and operation of notification appliances and auxiliary functions (outputs, one of each type). - Verify all lamps and LEDs are illuminated. - Load test backup batteries using a meter (when provided). - Verify condition of power supplies and batteries. - Resolve any trouble indications.
	2. Remote Power Supplies and Notification Appliance Circuit Power Extenders	- Verify all lamps and LEDs are illuminated. - Load test backup batteries using a meter (when provided). - Verify condition of power supplies and batteries.
	3. Initiating Devices: a. Manual Fire Alarm Stations	Verify station is accessible (visual).
	b. Radiant Energy Detectors (Optical Detectors)	Reserved
	c. Gas Detectors	Reserved
	d. Carbon Monoxide Detectors	Reserved
	4. Notification Appliances and Voice Communication (telephone, speakers, horns, and strobe lights)	Test to verify operability.
	5. Digital Alarm Transmitters and Receivers	Test to verify operability.
	6. Radio Alarm Transmitters and Receivers	Test to verify operability.

FIRE DETECTION AND ALARM SYSTEM ITM TASKS (Continued)

Frequency	Component	Tasks
2 Years	1. Initiating Devices:	
	a. Manual Fire Alarm Stations	1. Operate to verify alarm receipt.
	b. Heat Detectors (restorable) (Remove devices not required by UFC 3-600-01.)	1. Test with a heat source to verify alarm initiating and receipt. 2. Verify no facility change that affects performance.
	c. Smoke Detectors (single-station detectors, system detectors, and air sampling detectors) (Remove devices not required by UFC 3-600-01 or other directives.)	1. Test with manufacturer-approved smoke simulant to verify smoke entry and alarm initiation and receipt. 2. Verify no facility change that affects performance.
	d. Supervisory Devices (low air pressure, temperature, water level)	1. Test to verify initiation and receipt of supervisory alarm.
	2. Fire Suppression Devices (low air pressure, temperature, water level)	1. Inhibit releasing function. 2. Test to verify proper operation and system response. 3. Configure system for automatic operation. 4. Restore releasing function
5 Years	1. Smoke Detectors (Remove devices not required by UFC 3-600-01.)	1. Test detector sensitivity to ensure that the detector has remained within its listed and marked sensitivity range (or 4 percent obscuration light gray smoke, if not marked).

APPENDIX F – FIRE SUPPRESSION EQUIPMENT SYSTEM LIST

BLDG	RISER #	Riser Location	System Type	System Manufacturer	System Status
1	1	West Wing/East side	Wet	4" Globe Model H-2	In Service
1	2	West Wing/East side	Wet	4"CSC Model 917M	In Service
1	3	West Wing/East side	Wet	4" Globe Model H-2	In Service
1	4	West Wing/East side	Wet	4" CSC Model 917M	In Service
1	6	East Wing West side	Wet	6"CSC Model 917M	In Service
1	7	West Wing/East side	Wet	6"Reliable Model E2002	In Service
1	10	East Wing West side	Wet	6"Reliable Model E2002	In Service
1	11	West Wing/East side	Wet	6"Reliable Model E2002	In Service
1	12	East Wing West side	Wet	6"Reliable Model E2004	In Service
1	13	West Wing/East side	Wet	6"Reliable Model E2003	In Service
1	14	East Wing West side	Wet	6"Reliable Model E2004	In Service
1	15	West Wing/East side	Wet	6"Reliable Model E2002	In Service
1	16	East Wing West side	Wet	6"Reliable Model E2003	In Service
1	16	Colosseum/East Wing	Pre-Action	2 ½ " Reliable Model DDX	In Service
1	17	West Wing/East side	Wet	6"Reliable Model E2003	In Service
2	19	West Wing/East side	Wet	8"Reliable Model E2000	In Service
2	19A	West Wing/East side	Pre-Action	2-1/2"Reliable Model B2001	In Service
2	21	West Wing/East side	Wet	6"Reliable Model E2000	In Service
2	23	West Wing/East side	Wet	6"Reliable Model E2000	In Service
2	27	West Wing/East side	Wet	6"Reliable Model E2000	In Service
2	29	West Wing/East side	Wet	6"Reliable Model E2000	In Service
2	31	West Wing/East side	Wet	6"Reliable Model E2000	In Service
2	33	West Wing/East side	Wet	6"Reliable Model E2000	In Service
3	137A	West side	Wet	6"Reliable Model E2002	In Service
3	137B	West side	Wet	6"Reliable Model E2002	In Service
3	137C	West Side	Pre-Action	4"Reliable Model DDX	In Service
3	136	West side	Wet	Reliable Model E	In Service
3	126	West side	Wet	6"Reliable Model E2000	In Service
3	127A	West side	Wet	6"Reliable Model E2000	In Service
3	127B	West side	Wet	4"Reliable Model E2000	In Service
3	128	West side	Wet	6"Reliable Model E2000	In Service
3	129	West side	Wet	6"Reliable Model E2000	In Service
3	130	West side	Wet	6"Reliable Model E2000	In Service
3	131	West side	Wet	6"Reliable Model E2000	In Service
3	132	East side	Wet	6"Reliable Model E2000	In Service
3	133	East side	Wet	6"Reliable Model E2000	In Service
3	134	East side	Wet	6"Reliable Model E2000	In Service
3	135	East side	Wet	6"Reliable Model E2000	In Service
3		South Side	Clean Agent	Ecara-25 Fire Suppression System	In Service
3		East Side	Fire Pump	Patterson 6X6 VIP Vertical Inline Pump Rated For 750 GPM 86 PSI 50 HP 460/3/60 Fire Pump	In Service

				Package w FTT1930-AM50B-TSA Controller	
--	--	--	--	---	--

FIRE SUPPRESSION EQUIPMENT SYSTEM LIST (CONTINUED)

101	56	South Center	Wet	8" Tyco Model AV1	In Service
106	125	North side	Wet	8"Reliable Model E2000	In Service
106	125a	South side	Wet	4"Reliable Model E2001	In Service
106	124	East side	Wet	6"Reliable Model E2000	In Service
106	123	East side	Wet	8"Reliable Model E2000	In Service
106	120	West side	Wet	8"Reliable Model E2000	In Service
106	122	South side	Wet	8"Reliable Model E2000	In Service
106	121	South side	Wet	6"Reliable Model E2000	In Service
1609	1	Northeast Side	Wet	8"Reliable Model E2000	In Service
1610	1	West of B 1609	Fire Pump	Patterson	In Service

APPENDIX G – WET PIPE SPRINKLER SYSTEMS ITM TASKS

Frequency	Component	Tasks
Monthly	1. Control Valves (without seal, lock, or electric supervision)	1. Reserved.
Annual	1. Control Valves (sealed, locked, or electrically supervised)	1. Verify valve position.
	2. Water flow Alarm Devices	1. Operate to verify initiation and receipt of alarm. 2. Verify alarm test valve alignment and tamper switch (if sealed or electrically supervised).
	3. Alarm Valve and Trim	1. Visually check the exterior of valves, gauges, trim alignment. 2. Verify valve pressure and legibility of the hydraulic nameplate.
	4. Main Drain	1. Conduct a main drain test to verify supply (valve position). 2. Document static and residual pressure readings on a 3- by 5-inch (3x5) tag and secure it to the system pressure gauge. 3. Compare results with results from previous main drain tests and original acceptance test. 4. Verify that the results are within acceptable limits or identify corrective measures.
	5. Fire Department Connection	1. Verify accessibility and condition. 2. If caps are removed or missing, check for obstructions.
2 Years	1. Control Valves	1. Operate valve through entire travel to verify function. 2. Lubricate valves and stems to ensure operability.
5 Years	1. Alarm Valve	1. Clean and inspect internally to verify condition.
	2. Anti-freeze Loops	1. Confirm correct solution mixture.

APPENDIX H – PRE-ACTION AUTOMATIC SPRINKLER SYSTEMS ITM TASKS

Frequency	Component	Tasks
Monthly	1. Control Valves (without seal, lock, or electric supervision)	1. Reserved.
Before the Onset of Freezing Weather	1. Valve and Riser Heated Enclosure (if provided) 2. Low Temperature Alarm 3. Low Point Drains	1. Verify operability at beginning of heating season. 2. Verify initiation and receipt of alarm at the beginning of the heating season. 3. Drain all low points before cold weather (if unheated area)
Annual	1. Control Valves (sealed, locked, or electrically supervised)	1. Verify valve position.
	2. Water flow Alarm Devices	1. Operate to verify initiation and receipt of alarm. 2. Verify alarm test valve alignment and tamper switch (if sealed or electrically supervised).
	3. Pre-Action Valve and Trim	1. Visually inspect the exterior of valves, gauges, trim alignment. 2. Verify valve pressure and legibility of the hydraulic nameplate.
	4. Main Drain	1. Conduct main drain test to verify supply (valve position). 2. Document static and residual pressure readings on a 3x5 tag and secure it to the system pressure gauge. 3. Compare results with results from previous main drain tests and original acceptance test. 4. Verify that the results are within acceptable limits or identify corrective measures.
	5. Fire Department Connection	1. Verify accessibility and condition. 2. If caps are removed or missing, check for obstructions. 3. Verify system check valve is not leaking. 4. Verify gaskets are present. 5. Lubricate if swivels do not rotate smoothly. 6. Verify proper operation of ball drip drain prior to the cold season.

	6. Dry Pipe Alarm Valve Enclosure Heating	1. Verify operability at the beginning of the heating season (annually for constant cold areas).
	7. Low Temperature Alarm	1. Verify initiation and receipt of alarm at the beginning of the heating season.

Pre-Action Automatic Sprinkler Systems ITM Tasks (Continued)

Frequency	Component	Tasks
2 Years	1. Control Valves	1. Operate valve through entire travel to verify function. 2. Lubricate valve stem.
	2. Pre-Action Alarm Valves	1. Trip valve to verify operability. 2. Verify manual actuators (if provided). 3. Inspect internal condition and clean valve seat before resetting.
	3. Low Point Drains	1. Drain all low points after pre-action valve trip test and before cold weather (if unheated area).
	4. Air Supply (if present)	1. Test the automatic air pressure maintenance device. 2. Test the low air supply alarm.
5 Years	1. Strainers	1. Clean and inspect the interior to verify condition.

APPENDIX I – CLEAN AGENT ITM TASKS

Frequency	Component	Tasks
Annual	1. Piping	1. Inspect piping and nozzles for condition and orientation.
	2. Flexible Hoses	1. Inspect for damage.
	3. Storage Vessels	1. Inspect the exterior of storage containers (tanks, spheres, cylinders).
	4. Agent and Propellant	1. Verify adequate quantity of agent. 2. Verify adequate pressure of agent/propellant and pressure gauge within operating range.
	5. Actuators	1. Inspect manual actuators for accessibility. 2. Test actuation without agent release.
	6. Auxiliary Equipment	1. Test to verify that interfaces (equipment shutdown, dampers, and door closures) operate properly and are activated by the system actuation.
	7. Valves	1. Verify that the valves are in proper alignment.
2 Years	1. Protected Enclosure or Room	1. Inspect the enclosure to verify integrity and ability to maintain agent concentration.
5 Years	1. Cylinders	1. Perform complete external inspection of non-discharged cylinders to ensure suitability for use.
	2. Flexible Hoses	1. Pressure test hoses to ensure suitability for use.

APPENDIX J - FIRE PUMPS ITM TASKS

Frequency	Component	Tasks
Monthly	1. Pump House	1. Inspect for proper condition, ventilation, and heating. 2. Check packing leakage for proper water lubrication. 3. Verify proper drainage.
	2. Control Valve and Isolation Valve	1. Verify proper valve position.
	3. Pressure Gauges	1. Check reading and verify gauge operability.
	4. Controllers	1. Verify that automatic controllers are in the automatic (AUTO) setting. 2. Inspect electric connections. 3. Operate manual and automatic stations. 4. Resolve all trouble indications.
	5. Batteries	1. Reserved.
	6. Pumps	1. Start and churn to verify operability. (Where equipment permits, allow water to flow back to the source.) [Electric pumps shall operate for 10 minutes and engine-driven pumps shall operate for 30 minutes.] 2. Verify operation of relief valves. 3. Reserved 4. Reserved 5. Reserved
2 Years	1. Control Valve	1. Operate and lubricate valves to ensure operability. 2. Lubricate valves to ensure operability. 3. Verify valve supervisory switches detect a change in valve position.
	2. Controllers	1. Calibrate pressure switches. 2. Exercise circuit breakers and switches to verify operability. 3. Inspect fuses.
	3. Pumps	1. Check coupling alignment to ensure that the shaft is aligned. 2. Check pump shaft end play. 3. Lubricate bearings. 4. Lubricate couplings. 5. Lubricate right-angle drives.
	4. Fuel (engine-driven pumps)	1. Reserved.
	5. Relief Valves	1. Calibrate valves.
	6. Emergency Power Supply	1. Reserved.

5 Years	1. Pump	1. Conduct flow test to verify pump output. Test may be through a flow meter returning the water to a storage reservoir or through the test header. Recirculation of water to the suction piping is not permitted. In a multi-pump installation, each pump may be tested separately at not less than 100 percent design capacity for 30 minutes.
	2. Gauges and Flow Meters	1. Calibrate or replace flow meter prior to fire pump flow test.

APPENDIX K - BUILDINGS REQUIRING FIRE ALARM / SUPPRESSION SERVICE

	Building											
Services	1	2	3	101	106	1477	1480	1612/1624	1621	1622	1609	1610
6 Month MNS ITM	x	x	x	x	x	x	x	x	x	x	x	x
Fire Alarm System Annual Tasks	x	x	x	x	x	x	x	x	x	x	x	x
Fire Alarm System 2 Year Tasks	x	x	x	x	x	x	x	x	x	x	x	x
Fire Alarm System 5 Year Tasks	x	x	x	x	x	x	x	x	x	x	x	x
Fire Suppression Annual Tasks	x	x	x	x	x						x	x
Fire Suppression 2 Year Tasks	x	x	x	x	x						x	x
Fire Suppression 5 Year Tasks	x	x	x	x	x						x	x
Monthly Fire Pump ITM			x									x
Monthly Fire Alarm Panel Inspections	x	x	x	x	x			x			x	x