

**PERFORMANCE WORK STATEMENT
FOR
VERTICAL TRANSPORTATION EQUIPMENT
MAINTENANCE, REPAIR, & INSPECTION SERVICES**

Aviano AB, Italy

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**VERTICAL TRANSPORTATION EQUIPMENT MAINTENANCE, REPAIR, & INSPECTION
SERVICES
AVIANO AIR BASE, ITALY**

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PERFORMANCE WORK STATEMENT (PWS) FOR VERTICAL TRANSPORTATION EQUIPMENT MAINTENANCE, REPAIR, & INSPECTION SERVICES

1. DESCRIPTION OF SERVICES. The Contractor shall provide all management, tools, supplies, equipment, parts and labor necessary to maintain, repair, and inspect the real property vertical transportation equipment (VTE) at Aviano AB Italy in a manner that will ensure continuous and safe operation (full maintenance and repair with the exception of the exclusions listed in paragraph 2 below). The VTE and their locations will be listed in Appendix A. NOTE: The term “VTE” in this Performance Work Statement (PWS) includes all equipment listed in Appendix A: freight and passenger elevators.

1.1 This full maintenance contract signifies a VTE service provider (Contractor) takes total service responsibility for the equipment identified in the contract. Except those services covered in paragraph 2 below, the monthly fixed price includes all inspections, maintenance, repairs, replacements, and routine and emergency service calls. The Contractor assumes all responsibility and determines the amount of service visits and types of service required to keep the VTE operating safely and within the performance objectives of paragraph 6, Service Summary. Refer to Norm UNI EN 13015:2001+A1:2008 Maintenance for lifts and escalators - Rules for maintenance instructions, and Appendices D and E for a typical maintenance checklist. Contractor must provide the checklist 15 calendar days after award of the contract. The checklist must be approved for use by the government.

1.2 Work conducted on VTE will be in accordance with DPR Nr. 23 of 10 Jan 2017 and subsequent modifications, DPR Nr. 162 of 30 April 1999 and subsequent modifications, DPR Nr. 214 of 5 October 2010 and subsequent modifications, D.Lgs Nr. 81/2008 and subsequent modifications, D.M. 37/2008 and subsequent modifications, UNI EN 81-20:2024 and UNI 21-50:2024, EN 13015:2001+A1:2008, Machinery Directive 2006/42/CE, Regulation (EU) 2023/1230 on machinery, Direttiva 2014/33/CE, UNI EN 10411 1:2021, UNI EN 10411 11:2024, UNI EN 10411 12:2024, the American Society of Mechanical Engineers (ASME) A17.1-2022 (or applicable code for year VTE put in service) Safety Code for Elevators and Escalators (ASME A17.1), ANSI/ASME A17.2-2023, Guide for Inspection of Elevators, Escalators, and Moving Walks (applicable to equipment), A17.3-2023, Safety Code for Existing Elevators and Escalators (applicable to equipment), Unified Facilities Criteria (UFC) 3-490-06, Elevators, National Fire Protection Association Standards (NFPA), UFC 3-600-01, Fire Protection Engineering for Facilities, Occupational Safety and Health Administration (OSHA) Standards and the recommendations of the Original Equipment Manufacturer (OEM). Personnel assigned to work on VTE's shall be qualified for the entire duration of the contract, and shall be licensed in accordance with Art. 15 of the DPR No. 162/30, April 1999 and DPR No. 23 of 10 January 2017. Each regulation referred to is intended to be updated with any subsequent additions and modifications.

2. EXCLUDED SERVICES. Extraordinary maintenance is not included under this maintenance service contract. If extraordinary maintenance would become necessary for the existing VTE's, it shall be covered through a US Government Purchase Card (GPC) payment if the amount allows

the task or through a separate contract. The following are not covered in the full-*semi-annual and monthly* maintenance service arrangement and are considered over and above services:

2.1 Alterations (a.k.a. modernizations) are not covered in the full maintenance service arrangement. (See Paragraph 3.2)

2.2 Acts by parties other than the Contractor of vandalism, abuse, negligence, damage resulting from rescue and recovery operations, acts of God (including damage resulting from emergency power generator power spikes and low quality) are not included in the contract.

2.3 Additional items excluded in the full maintenance coverage are cosmetic, construction, ancillary components of the VTE system including the finishing, repairing or replacement of the cab enclosure, ceiling frames, hoistway door panels, door frames, sills, car flooring, floor covering, main line power switches, main power breaker(s), hydraulic elevator jack outer housing, buried piping, smoke and fire sensors, fire service reports, main communication feeders to controller, security systems, batteries for emergency lighting and lowering that are not solely dedicated to the VTE, air conditioners, and heaters.

2.4. Routine cleaning and refinishing of the interior of cars and the exterior of the hoistway doors and frames is not included in the basic full maintenance service.

2.5 Repairs that identifies the replacement of parts not listed in Appendix C “Spare Parts List”.

2.6 In the event that the Contractor encounters an item of work included in paragraph 2.1 through 2.4, the Contractor will report the situation to the Contracting Officer’s Representative (COR). The report will include the work location, a detailed scope of the required work, justification for Contractor determination that the work was not included in the contract, and an itemized cost estimate (including time to repair, all required parts and a breakdown of labor hours). **NOTE: Any part, component or assembly unavailable from the manufacturer due to obsolescence, remains the Contractor’s responsibility to obtain an engineered equivalent product from a commercial source.**

3. DEFINITIONS

3.1 Maintenance, Repair and Replacement. Maintenance, repair and replacement are on existing VTE and included in the contract scope of services. All maintenance, repair and replacement of damaged, broken, or worn parts are to be done in a manner that ensures that the equipment may be operated safely. Maintenance, repair and replacement are actions to restore equipment to a state in which it may safely perform its required operations as installed in accordance with the manufacturer’s recommendations.

3.2 Alterations. An alteration is also on existing VTE but is not included under the full maintenance service arrangement. Alteration/modernization will be covered on an over and above Contract Line Item or it may result in a modification to the contract. The typical alteration results in a betterment to the safe operation of the equipment. In the case of elevators, when an alteration is made, all affected safety requirements must be complied with. All work as part of an alteration shall comply with all requirements IAW the references listed in paragraph 1.2.

4. MAINTENANCE AND INSPECTION SERVICES

4.1 The Contractor with the CO/COR (or representative) shall determine the working order and condition of all VTE listed in Appendix A within thirty (30) calendar days of contract award. The Government will either replace missing items or repair all items not in working order or serviceable condition, or the CO will direct the Contractor to replace the missing items, accomplish the repair, and reimburse the Contractor in accordance with the contract. The CO will give instructions for situations where a unit requires a level of repair potentially constituting alteration as described by paragraph 3. The Contractor and the CO shall certify their agreement as to the working order of the equipment. All repair work shall be in accordance with standard commercial practices using only new parts of equal quality specified by the VTE manufacturer in effecting repairs (substitution of a different component is only permitted where it is equivalent to that which was tested, as determined by the certifying agency).

4.2 The Contractor shall develop and submit to the Government an annual written Maintenance Control Plan (MCP) for each VTE within thirty (30) calendar days after contract award to cover the basic contract and any option periods. The MCP shall, at a minimum, include required inspections, timelines for inspections and maintenance to be performed. The Contractor shall perform inspections and maintenance of all VTE in accordance with the MCP. The MCP shall ensure compliance with all minimum code Norm/regulation requirements.

4.3 The Contractor shall perform maintenance in accordance with the PWS and the MCP to ensure reliable and continuous safe operation. The maintenance work shall be in accordance with commercial practices or manufacturer's specifications, if available, and shall be intended to maintain the VTE in safe and reliable operating condition. The contractor shall maintain a logbook for each VTE in the respective machine room or within close proximity of equipment if there is no machine room. The contractor shall log in a chronological order all preventive maintenance, inspections, and services, all required tests, and repairs performed on the respective system. Each logbook entry shall be dated and signed by the mechanic who performed the work. All hydraulic systems shall have a chart showing the amount of oil loss and the amount of oil added each month. The logbook will be kept up-to-date at all times and shall be government property. The MCP is required to specify appropriate intervals for specific maintenance items, including safety inspections.

4.4 Cleaning of equipment spaces and daily cleanup of job sites in conjunction with maintenance, inspections and tests, and repairs are required.

4.5 In accordance with (IAW) Italian Presidential Decree, D.P.R. 162/99, the references listed in paragraph 1.2 and **Appendix E**, the contractor shall perform mandatory **semi-annual** "inspections & tests" on all elevators listed on Appendix A. Service shall be executed during first three weeks of **March** and **September** of the **same year**. Additionally, IAW **Appendix D**, periodic equipment routine maintenance is required to be completed **monthly**. Routine maintenance includes, but is not limited to:

- Test Automatic Phone Dialer (APD) linked to Aviano AB Emergency Call Center
- Inspect and test all system safety devices.
- Test and verify electrical insulation and grounding
- Verify component and system functionality

- Verify electro-mechanical devices
- Adjust/calibrate operating instruments, IAW the manufacturer's recommendations.
- Lubrication of parts, clean equipment for dust, debris, and fluids' spill.

4.6 Telephone and Communication Systems. The elevator emergency communication phone line must provide the capability for the elevator cab automated communication system to connect to an emergency response desk that is manned 24 hours a day by Aviano Fire Department authorized personnel. The phone line must support the elevator cab communication system requirement to automatically identify the elevator location and provide the capability for voice communication between the elevator passenger and authorized personnel. The bidirectional phone line must also support voice communication between the elevator machine room and the elevator cab. To this end, the Contractor will, in its own name and at its own expense (including advances, contractual charges, and activation fees), transfer existing contracts or provide appropriate GSM cards. All costs arising from the operation of the system, including telephone traffic, will be entirely borne by the Contractor. A permanent telephone number with an operator must be available 24/7, including holidays, to receive requests for intervention in case of assistance to provide to Aviano Fire Department in rescuing persons trapped inside elevator. Furthermore, technicians must be available to address any anomalies that the systems covered by the contract may present or to verify any irregularities in their operation. The contractor will conduct maintenance checks on the Automatic Phone Dialer (APD) every Monday, Wednesday, and Friday. If the maintenance check falls on one of the Italian holidays (See Paragraph 8.3), the check must be done on the following duty day. The COR will ensure contractor is updated on unforeseen non-duty days. In any case, this system must be checked every 72 hours via the automated management system, so that any anomalies are eliminated within the first duty day after the day on which they were discovered. These checks must be demonstrable upon printout of reports from the contractor's plant management system.

4.7 The Government may perform inspections of the VTE at no cost to the Contractor for purposes of capital asset management and quality assurance. If discrepancies are discovered during these inspections, the Contractor will be notified in writing of any determination and may be responsible for the corrective actions.

4.8 The Contractor shall prepare and submit a written report within two (2) business days of work. The report shall identify each VTE, the location, maintenance work performed, repairs needed, date of inspection, name of inspector, and overall condition of the VTE.

4.9 The Contractor shall maintain a copy of all current VTE inspection documentation, along with an index indicating the location, date inspected, and date of the next required inspection having provided the original to the CO/COR. The index and copies of certificates shall be delivered to the CO/COR upon request; however, no later than one (1) business day of a request to review.

4.10 By the end of the Basic Option Period, the Contractor shall prepare and submit a Capital Investment Plan for each elevator based on the life cycle of each elevator. For each elevator, the plan will be broken out in 5 to 10 year increments listing the parts that need to be replaced along with maintenance items and finally recommended full replacement of the elevator when it reaches the expected service life. Items such as, but not limited to: oil change, seals, valves, hydraulic controls, rollers, door guides, wiring, pump, pump motor, controllers.

4.11 The Contractor shall provide technical assistance for following items.

4.11.1 Every two years, as per Art. 13 of d.P.R. nr. 162/1999 the contractor shall assist the Engineer (from Notified Body/Ente Notificato) during mandatory Biennial re-certification & inspection test and after major repairs are accomplished. Contractor will assist the Engineer with elevator system re-certification. Contractor shall execute any maneuver the Engineer deems necessary to accomplish the requirement, verifications, and tests. Furthermore, the contractor is responsible for maintaining updated technical-administrative documents required for all VTE's. Contractor shall submit to the COR, within five (5) business days, a detailed cost proposal to correct discrepancies that Engineer (Notified Body/Ente Notificato) found on equipment, components, or programming, during biennial re-certification inspection & test. The contractor shall submit a detailed report and cost proposal to the COR, with all discrepancies requiring facility structure or electric system corrections found during the biennial inspection performed by the Notified Body (Ente Notificato).

4.11.2 The contractor shall assist the COR while verifying new or modified systems. Contractor shall assure systems have been installed and tested properly, and verify that all documentation was provided IAW the references listed in paragraph 1.2. Contractor shall submit written "technical assistance inspection report" within ten (10) business days after each technical assistance inspection. The report shall include, but is not limited to, equipment location, date of inspection, name of inspector, overall system condition, and recommendations for future action.

4.11.3 If during the life of the contract, the Government replaces or makes changes to the existing VTE's without substantially changing their quantity, it is agreed that the new equipment will become part of the present PWS. Regular and emergency maintenance, with all related costs, will be borne by the Contractor, without entitlement to request increases in the contract's firm.

4.12 It is absolutely forbidden for the Contractor to make any changes to the VTE's without formal and explicit authorization from the Government. In case of unauthorized changes, the Contractor will be required to immediately restore the affected VTE at Contractors expense.

5. REPAIR SERVICE CALLS. Contractor shall provide service calls (routine and emergency) under the full maintenance service agreement at no additional charge. The contractor shall provide the Government with a telephone number (call center) and a mobile number, available 24/7, for the submission of service requests. All repair works shall be done in accordance with standard commercial practices. Contractor shall repair and replace components of the VTE at no additional cost to the Government. When a component in a labeled product is replaced, it must be replaced with an identical component manufactured under the original labeling service (Ente Notificato/Notified Body appointed by Ministry of Enterprises and Made in Italy). Substitution of a different component is only permitted where it is equivalent to that which was tested, as determined by the certifying agency. The parts used for replacement are required to comply with all the requirements that the old parts originally complied with. Contractor shall isolate and restrict access to the work area using appropriate red-and-white barriers mounted on dedicated stands.

5.1. Routine Calls. Service calls will be classified as routine when the work or adjustments do not qualify as an emergency call.

5.1.1. Only an authorized Government Representative(s) shall initiate service calls (COR or Aviano AB Fire Department). Repair work shall be continuous until VTE is restored to a safe and reliable operating condition. Upon completion of repair, the contractor shall notify COR during normal working hours (Paragraph 8.3) or Aviano AB Fire Department on weekends, holidays and after duty hours. The notification shall include the date and time of the service call, location of the elevator, repairs performed, and the name of the technician performing the repairs.

5.1.2. The Contractor shall respond in-person to the VTE and begin work on routine service calls at no additional cost to the Government within **one (1) business day** after receipt of the call on regular scheduled work days/hours.

5.1.3. The Contractor shall report to the work location, survey the repair, and provide the CO/COR an estimate of time and cost of repairs not covered in the full maintenance service contract, but necessary to bring the VTE back to operation. The Contractor shall commence repair work after notification from the CO/COR. The Contractor shall prepare and submit to the CO/COR a written report within two (2) business days after the repair. The report shall include the date and time of the service call, the location of the VTE, the repairs performed, and the name of the technician performing the repairs.

5.2. Emergency Calls. Emergency calls are defined as calls made for services when a VTE system fails and constitutes a danger to personnel; threatens to damage properties; or threatens to disrupt activity, operations, and/or training missions. Three (3) facilities are considered to be mission critical. Mission critical facilities are located in Appendix B. The elevator mechanic may be required to respond and to assist the Aviano Air Base Fire Department in extricating trapped passengers. Calls for assistance on rescuing of persons trapped inside elevators **must** be accomplished within 2 hours.

5.2.1. Emergency Service calls can be placed at any hour, day or night, and on any day of the week. After duty hours, the contractor shall eliminate the emergency condition but not necessarily accomplish all repairs.

5.2.2. The Contractor shall respond in person to the VTE and begin work on emergency service calls within **two (2) hours** after receipt of the call.

5.2.3. The Contractor shall report to the work location, survey the repair, and provide base contracting an estimate of time to repair and cost of repairs not covered in the basic full maintenance service contract but necessary to bring the VTE back to operation. The Contractor shall commence repair work after notification from the CO/COR. Repair work shall be continuous until VTE is restored to a safe and reliable operating condition. Upon completion of repair, the contractor shall notify COR or Aviano AB Fire Department after normal duty hours. The notification shall include the date and time of the service call, location of the elevator, repairs performed, and the name of the technician who performed the repairs. The contractor shall prepare and submit a service report within two (2) business days after the emergency repair to the COR.

The report shall include the date and time of the service call, the location of the VTE, the repairs performed, and the name of the technician performing the repairs.

5.3 Warranty for Repairs Executed. Contractor is required to provide a **two (2) years** warranty for repairs and any system implementation work executed IAW European/Italian laws and norms.

6. SERVICES SUMMARY. The Government will evaluate the Contractor performance in accordance with the following criteria. Performance evaluations will be rendered in one or more Government databases for that purpose.

Performance Objective	PWS Para	Performance Threshold	Remedies
1. Written Maintenance Control Plan (MCP) for each VTE for all equipment. MCP identifies all maintenance intervals to include safety inspections.	4	MCP IAW UNI's/Norms delivered to COR & CO within 30 calendar days of contract award and updated when dictated by regulations.	Contractor will provide MCP within 1 week from expected delivery date, at no additional cost to the government.
2. VTE Service Availability	4	VTE availability is 96%. Example: 29/30 = 96% of VTE's are functional/in service.	Contractors will re-perform services within the following business day of notification, at no additional cost to the government.
3. Repair Service Call Routine – Response Time. Response to routine calls within time specified in paragraph 5.1.2.	5	Response to routine service calls are on-time 100% of the time on a monthly basis. Contractor shall respond within 1-business day of notification.	Contractor will respond to missing service by 12:00pm of the following business day of the first call, at no additional cost to the government.
4. Repair Service Call Emergency – Response Time. Response to emergency calls within time specified in paragraph 5.2.2.	5	Response 100% of the time on a monthly basis. Contractor shall respond within 2-hours of notification. Calls for assistance on rescuing of persons trapped inside elevators must be accomplished within 2 hours.	Contractor will respond to the missing service within the end of the same day of the first call, at no additional cost to the government. Calls for assistance on rescuing of persons trapped inside elevators must be accomplished within 2 hours (no remedy).

5. Service Call Repairs – Repair Quality. Repairs are of high quality resulting in reduced call backs.	5	Only (2) two call backs of the same problem each month.	Contractors will re-perform the service within 1-business day of notification, at no additional cost to the government.
6. Inspection – MCP Adherence	4.2	Inspection to MCP 100%	Contractors will execute corrective action within 2 business days of notification, at no additional cost to the government.
7. Preventive Maintenance	4.7., 5.1.3, 5.2.3.	Maintenance performed to MCP 100% of time.	Contractors will re-perform services within 1-business day of notification, at no additional cost to the government.
8. Reporting	2,4,5	Submit reports in a manner consistent with PWS 100% of the time.	Contractor will correct and resubmit reports within 2 business days.

7. GOVERNMENT FURNISHED PROPERTY AND SERVICES. The Government does not anticipate providing any government furnished property (GFP).

7.1 Keys. The government will provide keys as required. The contractor must establish and implement a key control system to ensure keys issued to the contractor are not lost, misplaced, or used by unauthorized personnel. The contractor must establish a log to show the following: facility, name, signing out/in the key, date and time out/in, and any other pertinent information necessary to control keys. The contractor must not duplicate any keys issued by the Government. The contractor must immediately report to the COR any occurrences of lost, unauthorized use, or unauthorized duplication of keys. In the event that keys, other than the master keys, are lost or duplicated, the contractor is required, upon written direction of the COR, to re-key or replace the affected lock or locks without cost to the Government. In the event a master key is lost or duplicated, the Government will replace all locks and keys for that system and the total cost of the re-keying effort will be deducted from any payment due to the contractor.

7.2 Utilities. The contractor shall be allowed the use of utilities necessary to accomplish work under this contract. Typical electric power available is 220 V, 50 Hz. All connections required to provide the service shall be at the contractor's expense. Contractor shall make every effort at utilities conservation. The contractor is responsible for any plug adapters for electrical equipment.

7.3 Facilities Restrooms. Contractors shall be allowed the use of facilities restrooms within the work area.

7.4 Damages to Any Government Property. The contractor is responsible for damages to any Government property during the performance of this requirement. If any damage occurs and it has been proven and documented, the contractor shall replace or repair the damages within **five (5) business days** at no cost to the US Government. The Contractor shall be responsible for any

damages caused by employees. The Contractor shall be liable for any damage or theft incurred while under his control. Disruptions and damage caused by third parties or users due to misuse or tampering with the system as well as disruptions and damage due to water infiltration, fires, abnormalities in the supply of electricity, force majeure are excluded from the responsibility of the maintenance technician.

8. GENERAL INFORMATION

8.1 Quality control. Contractor shall develop and maintain a quality control plan (QCP) to ensure maintenance and repair services are performed in accordance with the most current UNI's/Norms, other applicable standards and codes/requirements, as per paragraph 1.2 of PWS. The Contractor shall develop and implement procedures to eliminate reoccurrence of once identified/repaired defects. As a minimum, the Contractor shall develop quality control procedures that address the areas identified in Paragraph 6, *Service Summary*. The QCP shall demonstrate how the Contractor ensures quality performance during the contract period of performance. The Contractor shall maintain the QCP throughout the period of performance of the contract. The CO will be provided updates to the QCP as they occur during the period of performance. The QCP will identify the procedures in writing for inspections, individual responsible, VTE MCP, and the location of all inspection records and key control logs which will always be available to the government upon request. The QCP will have the inspection forms and records which will be used for the service. The Contractor will identify to the CO/COR the responsible quality control inspector to notify in case of customer complaints.

8.2 Quality assurance. The Government will periodically evaluate the Contractor's performance in accordance with the Quality Assurance Surveillance Plan.

8.3 Hours of operation. Unless otherwise approved by COR, contractor must schedule all services required by this Performance Work Statement between 0800 – 1700 hrs. Monday through Friday. At beginning of each calendar year, COR will provide an updated list of American and Italian Holidays. The contractor is not required to provide scheduled services on the following American and Italian holidays:

U.S. FEDERAL HOLIDAYS

New Year's Day	1 st January
Martin Luther King's Birthday	3 rd Monday in January
President's Day	3 rd Monday in February
Memorial Day	Last Monday in May
Juneteenth	19 th June
Independence Day	4 th July
Labor Day	1 st Monday in September
Columbus Day	1 st Monday in October
Veteran's Day	As stated on current year calendar
Thanksgiving Day	4 th Thursday in November
Christmas Day	25 th December

ITALIAN HOLIDAYS

New Year's Day	1 st January
Epiphany	6 th January
Easter	As stated on current year calendar

Easter Monday	As stated on current year calendar
Aviano Patron Saint's Day	12th April
Liberation Day	25th April
Italian Labor Day	1st May
Republic Day	2nd June
Assumption Day	15th August
All Saints	1st November
National Unity Day	As stated on current year calendar
Immaculate Conception	8th December
Christmas Day	25th December
Saint Stephen Day	26th December

NOTE: American holidays falling on a Saturday are observed on the previous Friday. American holidays falling on a Sunday are observed on the following Monday.

8.4 Security requirements. Work sites may include controlled or restricted areas. To ensure site access and availability of escorts, contractor shall coordinate work within these areas with the COR at least **three (3) days** prior. Any work delays due to security requirements shall be annotated on the "service report."

8.5 Continuation of essential department of defense services during crisis declared by the national command authority or overseas combatant commander. The contractor shall perform services during a crisis declared by the Secretary of Defense or the Overseas Combatant Commander. Three (3) facilities are considered to be mission critical and the contractor is responsible to respond within two (2) hours. Mission critical facilities are located in Appendix B.

8.6 Special qualifications. The contractor must be certified to perform maintenance of elevators in accordance with European/Italian laws and norms, IAW all references listed in paragraph 1.2. All work will be performed by personnel who are trained, qualified and certified (documentation provided to CO/COR upon request) for the systems and equipment listed on this PWS.

8.7 English language proficiency. Contractor shall provide a representative to interact with US Government personnel. Representative must be able to read, write, speak, and understand the English language sufficiently to facilitate performance of this PWS. All written correspondence from contractor shall be in English.

8.8 Emergency maneuver training. On **yearly** basis (once per each option year of the contract), the contractor shall provide training to the Aviano Air Base Fire Department personnel to correctly operate equipment and execute emergency maneuver required to release individuals trapped inside elevator. Training consists on a theoretical and practical part on **electrical** and **hydraulic** passengers elevators installed at Aviano AB facilities. Individuals shall than repeat maneuver at different types of elevator. The whole training shall be conducted in **presence**, at Aviano AB Italy, and in **English** language. The contractor shall provide training material, including hard copies of documentation presented during the theoretical part, a final test and release of certificate of attendance. Dates and times shall be determined within 60 days of contract start date. Contractor shall also verify if each elevator mechanical room contains the proper documentation containing the description of the emergency maneuver also in **English** language. The service described in

this paragraph is deemed to be included in the maintenance cost for all systems and is therefore fully covered thereby, without entitlement to special remuneration.

8.9 Schedule coordination. The Contractor shall be responsible for coordinating all phases of his/her operations with the appropriate base personnel through the CO/COR. The facilities shall remain in operation while the Contractor is working, and it is up to the Contractor to coordinate around the normal activities of the facility.

8.10 Environmental control. The Contractor shall comply, and assure that all subcontractors comply, with all applicable state and local laws, regulations, ordinances, policies and standards related to environmental matters. Where applicable, the Contractor shall use environmentally safe products in the course of completion of their project. The Contractor shall maintain, in company vehicle on site, Safety Data Sheets (SDS) for all chemicals. A copy of all SDS for all chemicals and hazardous material shall be provided to the CO/COR least five (5) days prior to use. COR will forward copies of submitted SDSs for hydraulic fluids, degreasers, greases and other hazardous materials to CES Environmental Office (CEIE). The SDS data is subject to random checks by the government. Contractor shall maintain, and provide on demand, an inventory of materials being brought on the Government facility. The Contractor shall complete, and provide on demand, monthly inventories of HAZMAT used, including but not limited to: solvents, paints, degreasers, greases, Ozone Depleting Substances, and oils brought on to the Government facility. If the Contractor spills or releases any HAZMAT or other substance contained in 40 CFR 302 into the environment, the Contractor shall immediately notify the CO/COR and appropriate emergency responders. The Contractor is responsible for all costs associated with clean-up and restoration, including any applicable fines and/or penalties. The Contractor shall maintain a spill plan as required by state, local laws and regulations and /or U.S. regulations.

8.10.1 Hazardous and toxic materials. The Contractor shall maintain an updated spill protection plan to manage spillage of toxic products and avoid soil and groundwater pollution. Plans shall be available at any time for Base Fire Department, 31st CES Environmental, 31st FW/SEG Occupational Safety and 31FW/CCPP Prevention and protection Office for their review. Safety Data Sheets shall be readily available in case of an emergency or upon COR's request. Documents shall be bilingual.

8.10.1.2 Notification of environmental spills. In the event of spills or releases of any hazardous material into the environment during the activity requested with this PWS, the Contractor shall immediately start remedial action with approved materials and immediately notify the COR. Contractor should report any spill that cannot be immediately cleaned up by contract personnel to the Aviano Fire Dept via 911 (on base landline) or 0434-30-1-911 when using cell phone. The Contractor shall be responsible for containment and environmental cleanup. Spill prevention kits will be made available for inspection at COR or Base Environmental Manager's request.

8.10.2 Parts and refuse disposal. Contractor shall not use base refuse containers to discard parts and materials generated while performing work under this requirement. All parts and materials shall be transported and discarded by contractor, in accordance with Base regulations and all applicable European/Italian norms, at authorized off Base sites at no additional cost to the US Government.

8.11 Asbestos. The Contractor shall comply with Lgs Decree 81/2008, Title IX, Chapter III. VTE may be located in facilities that may contain ACM (Asbestos-Containing Material) or PACM (Presumed Asbestos-Containing Material). The Contractor (not the Government) shall determine if any exposure to ACM may result in performing work under the contract.

8.12 Performance Standards. The contractor shall provide services that meet or exceed the performance thresholds outlined in this PWS. Contractor's failure on his work performance will be reported and resolved, and be annotated in the Corrective Action Report (CAR).

9. SAFETY REQUIREMENTS AND REPORTS

9.1 Safety And Health Program. Contractor shall develop and maintain a Safety and Occupational Health plan which meets all applicable Aviano Air Base and Italian Standards to include, but not limited, to requirements outlined in the AFI Air Force Occupational Safety, Fire, and Health Standards, DAFMAN 91-203, and Italian Lgs. Decree 81/2008.

9.2 Host Nation Law Compliance. The Contractor shall perform work in a safe manner as required by Host Nation laws and norms concerning safety, in particular, but not limited to, Italian Law Lgs. Decree 81/08 and any subsequent amendment.

9.3 Contractor's Employees. Contractor will ensure that their employees are properly equipped, trained and qualified to perform their job.

9.4 Personal Protective Equipment. During their job, contractor will ensure that their employees are wearing Personal Protective Equipment (PPE) and appropriate clothing, upon which a specific identification card must be pinned, bearing a picture, the worker's name, and the employer's details.

9.5 Safety Trainings. The Contractor shall ensure safety trainings to their employees, including emergency maneuver trainings to their personnel (such as First Aid and Fire-fighting training).

9.6 Training Certificates. Contractor will provide to COR all training certificates related to above requirements. At Certificate expiration date, will provide refresher documents. This applies to all Contractor's employees involved.

9.7 Safety Briefing. Prior to starting activities, the Contractor shall take a safety briefing provided by Wing Safety Office (SEG) during a pre-performance conference.

9.8 Interferential Risk. Prior to starting activities, the Contractor shall coordinate with 31FW/CCPP Prevention and Protection Office, to fulfill art. 26 of Lgs. Decree 81/08 requirements.

9.9 Notification. The Contractor shall immediately notify the COR and CO of any adverse safety and occupational health conditions pertaining to its employees, Government personnel, and Government property while performing contractual services. A written report detailing the occurrence shall be given to COR within 2 working days after incident occurrence. If injuries are life threatening, the Contractor shall immediately contact emergency services. Emergency Service contact and phone numbers info will be provided after contract award.

9.10 Promptly Report Injuries, Accidents, Damages. If Contractor's employees, or Government Customers, are injured or Government assets are damaged, the Contractor shall promptly inform the CO who, in turn, will inform the 31 FW/SEG (commercial phone number 0434-30-7233, Bldg. 1413, Area F), 31 FW/CCPP (0434-30-5709, Bldg. 1472, Area F) and 31 CONS/PKB. Provide a verbal report to the CO as soon as possible of each occurrence of damage to Government property or an accident resulting in death, injury, occupational disease, or adverse environmental impact. Provide a completed copy of required Accident Investigation Reports to the CO within five calendar days of each occurrence. If injuries are life threatening, the Contractor shall immediately contact either the corresponding local emergency responders or the on-base emergency responders via 0434-30-1911.

9.11 Alcohol And Drug Prohibition. Consumption of and/or being under the influence of alcohol (to include smelling of alcohol) or drugs while on duty is strictly prohibited. At the direction of the CO, Contractor's personnel found to be or suspected to be under the influence of alcohol or drugs during duty will be immediately removed from duty. Upon notification, the Contractor shall provide a qualified replacement immediately and at no additional cost to the Government.

10. APPENDICES

- A. VTE Equipment Listing
- B. Mission Critical Facilities
- C. Spare Parts Listing
- D. Monthly Inspections Checklist
- E. Semi-annual Inspections Checklist