

# Performance Work Statement (PWS)

## Installation of Satellite Television Services United States Army Garrison, Fort Irwin

February 2023

### PART 1

#### GENERAL INFORMATION

1. **GENERAL:** This is a non-personal service contract under which the personnel rendering the services are not subject, either by the contract's terms or by the manner of its administration, to the supervision and control usually prevailing in relationships between the Government and its employees. The United States (U.S.) Government shall not exercise supervision or control over the Contractor's employees performing the tasks herein. Such contract employees shall be accountable solely to the Contractor who, in turn shall be responsible to the U.S. Government.

**1.1 Description of Services/Introduction:** The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform the installation and maintain Satellite Television services for the US Army Garrison (USAG), Fort Irwin, California, as defined in this PWS except for those items specified as government furnished property (GFP) and government furnished services (GFS).

**1.2 Background:** The mission of United States Army Garrison Headquarter is committed with mission to keep soldiers, families and DA Civilian personnel informed across facilities and common areas in the garrison. The services provided in this satellite television contract providing a variety of multi-programming channels, including weather service, news, and sports, etc. to keep personnel aware of current news and events occurring which may be related to the importance of the mission requirement.

**1.3 Objectives:** To provide bulk Satellite Television services for the US Army Garrison (USAG) directorates to include the dining facilities with multi-channel programming, proper amplification to include national programming, local programming, and weather, with a total of 43 cable drops. The wide variety of channel lineups provide options for keeping soldiers, families and DA Civilian personnel informed across facilities and common areas throughout the garrison.

**1.4 Scope:** The Contractor shall provide non-personal services to install, maintain, and provide satellite television services. The Contractor shall provide the personnel, management, and materials necessary to facilitate a one-year lease of Satellite receivers with amplification and Taps to supply 43 total cable drops for 15 buildings which includes the two (2) Dining Facilities. The Contractor shall provide planned maintenance for TV programming and equipment. Two (2) option years may be exercised at the government's discretion.

# PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

## 1.6 General Information:

**1.6.1 Quality Control Plan (QCP):** The Contractor shall develop, implement, and maintain a QCP and program to ensure all work described in this contract is performed at or above the standard defined in the Performance Requirements Summary (PRS). The QCP is developed by the contractor for its internal use to ensure that it performs and delivers high-quality service. The contractor's QCP is the means by which the contractor ensures all work complies with the requirements of the contract. The QCP identifies and corrects potential and actual problem areas throughout the entire scope of the contract.

1.6.1.1 The contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. The QCP shall be submitted within thirty (30) days of contract award. After acceptance of the QCP, the contractor shall receive the contracting officer's (KO) acceptance in writing of proposed changes to the QC procedures. The contractor shall submit QCP changes within five (5) days to the KO and Contracting Officer's Representative (COR) for review and approval prior to implementation.

### 1.6.1.2 The Quality Control Plan shall address as a minimum:

**1.6.1.2.1 Inspection Program.** Included shall be a quality control inspection program covering all general and specific tasks included in the contract scope of work. It shall specify tasks or areas to be inspected on a scheduled or unscheduled basis, the manner in which inspections are to be conducted, the titles of the individuals who will perform the inspections, and the percentage of the work that will be inspected on a recurring basis. In developing this inspection program, the Contractor shall identify the key activities and associated characteristics in each process that have a significant influence on specific services and provide for methods for evaluation of the selected characteristics.

**1.6.1.2.2 Deficiency Identification.** The QCP shall include a method of identifying deficiencies in the quality of services performed before the level of performance becomes unacceptable as defined in the PRS. This shall contain processes for corrective action without dependence upon Government direction.

**1.6.1.2.3 Deficiency Correction.** The program shall contain process control and process performance measurement procedures that shall include how the Contractor shall implement preventive corrective actions. The Contractor shall demonstrate that it has designed quality into the delivery of services thereby mitigating the risk(s) associated with delivery of deficient or nonconforming services.

**1.6.1.2.4 Documentation and Enforcement.** The QCP shall include a method of documenting and enforcing quality control operations of both prime contractor and subcontractor work, including inspection and testing.

**1.6.1.2.5 Trend Analysis.** The QCP shall include a method of performing trend analysis and assessments through the use of metrics.

**1.6.1.2.6 Surveillance Methods.** The QCP shall contain specific surveillance techniques for all contract services. The surveillance methods shall be comprehensive and adaptable to the reporting system of the plan.

**1.6.2 Operations Security (OPSEC) SOP/Plan Requirements:** The Contractor shall implement and maintain an OPSEC program for preventing the disclosure of critical information or sensitive information which could jeopardize the Government's ability to execute its mission or to adequately protect its personnel and/or equipment. The Contractor shall develop an OPSEC Standing Operating Procedure (SOP)/plan within 90 calendar days of contract award to the Contracting Officer Representative (COR) or Contracting Officer (KO) to be reviewed and approved by the Government OPSEC Officer on the supporting installation. The SOP must contain a training plan that includes an initial OPSEC brief, continuous awareness, and annual OPSEC training. Awareness/training includes, but not limited to information disclosure via letters, conversations, photographs, resumes, electronic mail (e-mail), social

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

media/networking sites, dissemination of information and documents disposal. OPSEC Program shall fully comply with the provisions of AR 530-1, Operations Security.

**1.6.2 Quality Assurance (QA):** The government shall evaluate the contractor's performance under this contract in accordance with (IAW) the Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the contractor has performed IAW the performance standards and contract quality requirements are met. Contract quality requirements" means the technical requirements in the contract relating to the quality of the product or service and those contract clauses prescribing inspection, and other quality controls incumbent on the contractor, to ensure the product or service conforms to the contractual requirements. It defines how the performance standards will be applied, the frequency of surveillance, the performance threshold, and deductions, if applicable.

**1.6.3 Recognized Holidays:** On holiday schedules, unless otherwise specified by the local policy and the army mission essential requirement, contractor are to perform in according their company policies. The following day are recognized as federal holidays:

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day
Juneteenth	

**1.6.4 Hours of Operation:** The contractor is responsible for conducting business between the hours of 6:30 AM to 4:00 PM, Monday through Friday, except Federal holidays or when the Government facility is closed due to local or national emergencies, administrative closings, or similar Government directed facility closings. For other than firm fixed price contracts, the contractor will not be reimbursed when the government facility is closed for the above reasons. The Contractor must, at all times, maintain an adequate workforce for the uninterrupted performance of all tasks defined within this PWS when the Government facility is not closed for the above reasons.

**1.6.5 Place of Performance:** The work to be performed under this contract will be performed at the United States Army Garrison, Fort Irwin, California. The site of the work is located at Fort Irwin Military Base, Fort Irwin, CA. All buildings are single story buildings. Refer to Attachment 3 – Installation Sites for Satellite Television Services for the list of building numbers.

**1.6.6 Type of Contract:** The Government anticipates the award of a Firm Fixed Price Contract.

### **1.6.7 Access and General Protection Policy and Procedures:**

**1.6.7.1 FPCON:** In addition to the changes otherwise authorized by the changes of clause of contract, should the US Government Force Protection Condition (FPCON) at any individual installation change, the Government may require changes in contractor security matters or process in accordance with DoDI 2000.16. During FPCONs Charlie and Delta, only contract services that have been deemed "mission essential" by the Government will continue. Contract services will resume when the FPCON is reduced to Bravo or lower.

**1.6.7.1.1 HPCON:** The contractor shall be responsible for adhering to the installation's Health Protection Condition (HPCON) guidance regarding the COVID-19 precautionary measures.

**1.6.7.2 Physical Security:** Reserved

**1.6.7.3 Escorts:** The Contractor and all associated sub-contractor employees performing services under this contract shall be escorted at all times by host nation security personnel or by an individual designated by the Contracting Officer Representative (COR) while accessing U.S. facilities or activities.

**1.6.7.4 Personnel Security Clearance Requirements:** Reserved.

**1.6.7.4.1 Drug Test:** The contractor shall follow DOD Federal Acquisition Regulation Supplement (DFARS) clause 252.223-7004, Drug-free Work Force. The contractor shall conduct drug tests, ensuring

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

all top secret cleared contractor employees are tested at least once per year, each year of the contract, as well as when there is a reasonable suspicion that an employee uses illegal drugs. The drug testing shall be at the contractor's expense. Positive drug test results shall be made available to both the KO and COR within 24 hours of known test results. Records of drug testing shall be made available to the COR.

**1.6.7.5 Background Checks:** The Contractor shall ensure contractor employees and subcontractor employees performing services under this contract have passed a security check conducted by the State Police Department of their U.S. residence. Security checks that have been completed as part of a personnel security clearance background investigation, or a previous background check that was a condition of employment, meet this requirement. Documentation of these checks will be made available to the KO or COR upon request. The Government retains the right to exclude any employee from performance of duties under this contract if a background security check reveals an employee is a security risk. The exclusion of an employee for security reasons will not relieve the Contractor from performance of services required under this contract. If the Government determines additional background checks are required, at a minimum, and upon request from the Government, the Contractor shall provide to the KO or COR, the following information on any contractor or subcontractor employee performing services under this contract:

- Full birth name
- Married name (if applicable)
- SSN or local equivalent (ID card number)
- Date of birth
- Place of birth (city, country)

**1.6.7.5.1 Background Check Notification Requirements:** If a background check on any employee or subcontractor employee performing services under this contract, whether the check was conducted as a condition of employment or as part of the contract with the Government, reveals any information from any source (including host country law enforcement) of criminal activity by Contractor employees, subcontractors, or subcontractor employees, the Contractor shall **immediately** notify the KO and COR of that information. The Contractor shall make notification of:

(1) Traffic violations, other than parking, will be reported to the KO or COR only if the contract is for drivers for the Government.

(2) Any suspicious activity by Contractor employees, subcontractors, or subcontractor employees the Contractor believes may pose a risk to U.S. or host nation national security or imminent risk of deadly bodily harm to any person; and

(3) Any actions taken against Contractor employees, subcontractors, or subcontractor employees pursuant to this requirement.

**1.6.7.5.2 Remedies.** In addition to other remedies available to the Government, the Contractor's failure to comply with the requirements of this paragraph may result in requiring the Contractor to remove a Contractor employee or employees from the performance of the contract.

**1.6.7.5.3 Subcontracts.** The Contractor shall include the substance of this paragraph and the preceding paragraph in all subcontracts.

**1.6.7.6 Uncleared Contractor Common Access Card (CAC) Credentialing and Access Procedures-Reserved**

**1.6.7.6.1 Contractor Common Access Card (CAC) Eligible Requirements:** Reserved.

**1.6.7.6.1.1 Federal Installation/Facility Access:** Contractor and all associated sub-contractor employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative). The employee performing

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

services under this contract shall also provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services, Security Office, or the host nation equivalent.

1.6.7.6.2. Contractor Non CAC Eligible Requirements for DOD Facility and Installation: Contractor and all associated sub-contractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

1.6.7.7 Access to Government Information Systems: All Contractor employees and subcontractor employees performing services under this contract who have access to a government information system must be registered in the ATCTS (Army Training Certification Tracking System) at commencement of services and must successfully completed the DoD Information Assurance Awareness training prior to access to the information system and **then annually thereafter**.

**1.6.7.8 Key Control:** If it is determined to be required, the Contractor shall establish and implement methods of making sure all keys/key cards, if issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. Contractor shall not duplicate keys provided by the Government. The Contractor shall develop procedures covering key control that shall be included in the Quality Control Plan. Such procedures shall include turn-in of any issued keys by personnel who no longer require access to locked areas.

1.6.7.8.1 The Contractor shall report any occurrences of lost or duplicate keys/key cards if issued, to the KO and the COR (and physical property manager, if applicable) within two (2) hours or the next business days. This notification and request for key(s) and lock replacement shall be submitted in writing. The total cost of the replacement may be at the Contractor's expense.

1.6.7.8.2. Only authorized Contractor personnel shall use Government issued key(s) and/or key card(s). Contractor personnel shall follow security access requirements when entering secure areas. Contractor shall receive appropriate security clearance approval to allow visitor(s) access in secure areas.

**1.6.7.9 Lock Combinations:** Reserved

**1.6.8 Post Award Conference/Contract Periodic Progress Meetings:** The Contractor shall attend the post award conference convened by the contracting activity or contract administration office IAW Federal Acquisition Regulation (FAR) Subpart 42.5. The KO, COR, with other Government personnel, as appropriate, may meet periodically with the Contractor to review the Contractor's performance. At these meetings the KO will apprise the contractor of how the government views the Contractor's performance and the Contractor will apprise the Government of problems, if any, being experienced. Appropriate action shall be taken to resolve outstanding issues. These meetings shall be at no additional cost to the government.

**1.6.9 Contracting Officer Representative (COR):** The COR will be identified by separate letter. The COR monitors all technical aspects of the contract and assists in contract administration. The COR is authorized to perform the following functions: ensure the Contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the Contractor concerning technical aspects of the contract; issue written interpretations of technical requirements, including Government drawings, designs, specifications; monitor Contractor's performance and notifies both the KO and Contractor of any deficiencies; coordinate availability of government furnished property; and provide site entry of Contractor personnel. A letter of designation issued to the COR, a copy of which is sent to the Contractor, states the responsibilities and limitations of the COR, especially with regard to changes in cost or price, estimates, or changes in delivery dates. The COR is not authorized to change any of the terms and conditions of the resulting order.

## **PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA**

**1.6.10 Key Personnel** The Contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate, who shall act for the Contractor when the manager is absent, shall be designated in writing to the Contracting Officer prior to start of contract performance. The Contract Manager and alternate shall have full authority to act for the contractor on all contract matters relating to daily operation of this contract. The Contract Manager or alternate shall be available between 8:00 AM and 3:30 PM.

**1.6.11.1 IA/IT Training Certification:** All Contractor employees and subcontractor employees supporting IA/IT functions must be certified upon contract award as directed in DoD 8570.01-M, DFARS 252.239.7001, and AR 25-2. Baseline certification as stipulated in DoD 8570.01-M must be completed upon contract award.

**1.6.12 Identification of Contractor Employees:** Contractor employees shall identify themselves as Contractor personnel and shall avoid representing themselves as Government employees. This identification includes meeting attendance, answering Government telephones, email communications, and working in other situations where Contractor status is not obvious. Contractor personnel identification shall be easily identifiable through the display of badges, name tags, lanyards, etc, issued by gate security.

**1.6.12.1 Badging of Contractor Employees:** If required by the Government, contract personnel and all associated subcontractors' employees accessing U.S. facilities or activities, shall present a valid picture ID provided by the Government while accessing Government owned or contracted facilities and shall adhere to facility security policies and restrictions. If applicable, Government issued access badges will not be worn outside designated facility where visible to the general public. Contractor personnel shall return all U.S. Government issued identification to appropriate U.S. Government authorities within five (5) days of the end of their contractual duties.

**1.6.13 Contractor Travel:** Reserved

**1.6.14 Other Direct Costs (ODC):** Reserved

**1.6.15 Data Rights:** Reserved

**1.6.16. Non-Disclosure Requirements:** Performance under this contract may require the Contractor to access data and information proprietary to a government agency, another Government Contractor, or of such nature that its dissemination or use other than as specified in this work statement would be adverse to the interests of the Government or others. Neither the Contractor, nor Contractor personnel, shall divulge, nor release data or information developed, or obtained under performance of this work statement, except to authorize Government personnel or upon written approval of the KO. The Contractor shall not use, disclose, or reproduce proprietary data, which bears a restrictive legend, other than as specified in this PWS. All documentation showing individual names or other personal information shall apply and shall be controlled and protected under the provisions of the Privacy Act of 1974, Public Law 93-579, 5 United States Code (U.S.C.) Section 552a.

**1.6.16.1 Non-Disclosure Statements:** Reserved

**1.6.16.2 Advertisement and Social Media:** The Contractor shall NOT post information to public website or social media locations, personal or professional, that in any way disclose names, locations, hotel data, participants, discussions, pictures, etc. before, during or after the contract period of performance without the express consent of the Government. The use of propaganda violates DOD Commercial Use of Imagery Guidelines stated at (<http://www.defenseimagery.mil/products/DODImagery/commercialuse.html>). The

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

Contractor shall not cite any information (e.g., contract information, pictures, locations, etc.) obtained through this contract on any marketing tools to include its company website.

**1.6.16.3 INFORMATION ASSURANCE:** At no time will the Contractor or associated sub-contractor employees transmit government documents or information over using methods that do not meet the security requirements specified in the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-171, "Protecting Controlled Unclassified Information in Nonfederal Information Systems and Organizations" such as personal electronic mail accounts, public digital data storage sites (cloud storage), social media platforms or instant messaging. Approved government sites such as U.S. Army Aviation and Missile Research Development and Engineering Center (ARMDEC) Safe Exchange at <https://safe.amrdec.army.mil/SAFE/About.aspx>, or All Partners Access Network (APAN) at <https://community.apan.org/>, or other transmission means determined by the government must be used.

### **1.6.19 General Training Requirements:**

**1.6.19.1 Anti-Terrorism (AT) Level I Training:** The Contractor shall complete AT Level I Training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever applies, or 30 calendar days after employment of new personnel, all Contractor employees, including subcontractor employees, who are employed under the contract shall complete AT Level I awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever applies. The contractor shall submit certificates of completion for each affected Contractor employee and subcontractor employee to the COR or KO within ten (10) calendar days after completion of training by all employees and subcontractor personnel. For Common Access Card (CAC) holders, AT Level I awareness training is available at <https://jkodirect.jten.mil>, course number "JS-US007-14". For non-CAC holders, AT Level I awareness training is available at <http://jko.jten.mil/courses/at1/launch.html> (this standalone version is intended for non-CAC users without a JKO account only). Training must have been completed within the last 12 months and **maintained yearly thereafter**. If training cannot be conducted on the website, the Contractor will coordinate with the local AT Officer at their assigned location for classroom training by a Level 2 trained AT Officer and a copy of either the training certificate or the training attendance roster signed by the AT Officer will be maintained by the Contractor. Verification of the training will be provided to the COR or KO within ten (10) calendar days after completion of the training.

**1.6.19.2 OPSEC Awareness:** If the Contractor, or a subcontractor, or employees of either disclose any information that disrupts or harms the Government's operations or activities, then the Government retains the right to exclude any employee from performance of duties under this contract. The exclusion of an employee for security reasons will not relieve the Contractor from performance of services required under this contract. By way of example, personnel shall not sketch or take photos of government facilities or activities, unless related to service to be provided. All government paper products and removable digital storage material that is received, generated, or stored during the contract will be destroyed completely when no longer needed to preclude recognition of information.

**1.6.19.3 Information Assurance (IA) Training:** Contractor employees, including subcontractors, requiring access to Government information systems shall complete the DOD IA Cyber Awareness Training. All employees working information technology (IT)/IA functions must comply with DOD and Army training requirements per DOD Directive (DODD) 8570.01, Information Assurance Training Certification and Workforce Management, DOD 8570.01-M, Information Assurance Workforce Improvement Program, and AR 25-2, Information Assurance, within 30 days of employment. Training is available at <https://ia.signal.army.mil/DODIAA/default.asp>.

**1.6.19.4 Information Assurance (IA)/Information Technology (IT) Training:** All Contractor employees and subcontractor employees requiring access to Government information systems must complete the DoD IA awareness training before issuance of network access and annually thereafter. All employees working IA/IT functions must comply with DoD and Army training requirements in Per DoD 8570.01, DOD 8570.01-M, and AR 25-2, within 30 days of employment. Training is available at <https://ia.signal.army.mil/DoDIAA/default.asp>.

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

**1.6.19.5 Threat Awareness Reporting Program (TARP Training):** Within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever applies, or 30 calendar days after employment of new personnel, all Contractor employees, including subcontractor employees, who are employed under the contract and require a security clearance, shall complete TARP training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever applies. The Contractor shall submit certificates of completion for each affected Contractor employee and subcontractor employee to the COR within ten (10) calendar days after completion of training by all employees and subcontractor personnel. TARP training is available at the Army Learning Management System (ALMS) <https://www.lms.army.mil/>. Training must have been completed within the last 12 months and **maintained yearly thereafter**. If training cannot be conducted on the website, the Contractor will coordinate with the local Counter Intelligence (CI) Officer at their assigned location for classroom training and a copy of either the training certificate or the training attendance roster signed by the CI Officer will be maintained by the Contractor. Verification of the training will be provided to the Contracting Officer (KO) or Contracting Officer Representative (COR) within ten (10) calendar days after completion of the training.

**1.6.19.6 iWATCH Training:** The Contractor will ensure that all Contractor employees and sub-contractor employees performing services under this contract have been briefed on the iWATCH Program, or equivalent for their supporting DoD Agency, within 30 days of employment under the contract. The Contractor will coordinate with the supporting DoD Agency AT Officer through the COR or KO for the briefing. This training will be updated as required by the supporting installation AT policies. A copy of the training attendance will be maintained by the Contractor and made available to the COR or KO upon request.

**1.6.19.7 OPSEC Training:** All Contractor employees and sub-Contractor employees performing services under this contract will complete Level I OPSEC training within 30 calendar days of employment under this contract. OPSEC Level I training is available at <https://jkodirect.jten.mil>, course number "EUC-ECJ6-110-N-LB". Training must have been completed within the last 12 months and maintained yearly thereafter. If training cannot be conducted on the website, the Contractor will coordinate with the local OPSEC Officer at their assigned location for classroom training by a Level 2 trained OPSEC Officer and a copy of either the training certificate or the training attendance roster signed by the OPSEC Officer will be maintained by the Contractor. Verification of the training will be provided to the COR or KO upon request.

### PART 2 DEFINITIONS & ACRONYMS

(This section includes all appropriate terms and phrases for this PWS. The definition must be clear and concise, not ambiguous. Carefully consider each definition because they will be binding for the duration of this contract, unless modified. In addition, include a complete listing of all acronyms and words or phrases they represent.)

#### 2. DEFINITIONS AND ACRONYMS:

##### 2.1. Definitions:

2.1.1. Contractor. The total contractor organization or a separate entity of it; such as an affiliate, division, or plant that performs its own purchasing.

2.1.2. Contracting officer (KO). A person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings.

2.1.3. Contracting Officer's Representative (COR). An individual designated and authorized in writing by the contracting officer to perform specific technical or administrative functions.

## **PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA**

2.1.4. Defective Service. A service output that does not meet the standard of performance associated with the Performance Work Statement.

2.1.5. Deliverable. Anything that can be physically delivered, but may include non-manufactured things such as meeting minutes or reports.

2.1.6. Key Personnel. Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the Key Personnel listed in the PWS. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the persons that are listed in the proposal.

2.1.7. Performance Work Statement (PWS). A statement of work for performance-based acquisitions that describes the required results in clear, specific, and objective terms with measurable outcomes.

2.1.8. Physical Security. Protection of the perimeter area, government property, and assets that prevent the loss or damage of Government property.

2.1.9. Quality Assurance. The various functions, including inspection, performed by the government to determine whether a Contractor has fulfilled the contract obligations pertaining to quality and quantity.

2.1.10. Quality Assurance Surveillance Plan (QASP). A plan describing how the agency will survey, observe, test, sample, evaluate and document the Contractor's performance in meeting critical performance standards identified in the contract.

2.1.11. Quality Control (QC). Tasks performed by the Contractor to improve the quality of the organization's output.

2.1.12. Shall. An imperative command; has a duty to or is required to. Denotes that a regulation must be followed unless the contracting officer has obtained a deviation.

2.1.13. Subcontractor. Any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime contractor or another subcontractor.

2.1.14. Work Day. The number of hours per day the Contractor provides services in accordance with the contract.

2.1.15. Work Week. Monday through Friday, unless specified otherwise.

### **2.2 Acronyms:**

ALMS	Army Learning Management System
ANSI	American National Standards Institute
AOR	Area of Responsibility
AR	Army Regulation
ATCTS	Army Training Certification Tracking System
AT	Anti-Terrorism
CAC	Common Access Card
CFR	Code of Federal Regulations
CI	Counter Intelligence
CLIN	Contract Line Item Number
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
DD Form 254	Department of Defense Contract Security Requirement List
DOD	Department of Defense
DODD	Department of Defense Directive

## **PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA**

DODI	Department of Defense Instruction
FAR	Federal Acquisition Regulation
FHP	Force Health Protection
FCG	Foreign Clearance Guide
FY	Fiscal Year
GFE	Government Furnished Equipment
GFP	Government Furnished Property
IA	Information Assurance
IAW	In Accordance With
IT	Information Technology
JPAS	Joint Personnel Adjudication System
JTR	Joint Travel Regulation
KO	Contracting Officer
LOA	Letter of Authorization
NCIC-III	National Crime Information Center Interstate Identification Index
NIST	National Institute of Standards and Technology
ODC	Other Direct Costs
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
OSHA	Occupational Safety and Health Administration
OPSEC	Operation Security
PIPO	Phase In/Phase Out
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QA	Quality Assurance
QASP	Quality Assurance Surveillance Plan
QCP	Quality Control Program
RA	Requiring Activity
SCR	Service Contract Reporting
SOP	Standard Operating Procedures
SPOT	Synchronized Predeployment and Operational Tracker
TE	Technical Exhibit
TSDB	Terrorist Screening Data Base
U.S.C.	United States Code

### **PART 3**

#### **GOVERNMENT FURNISHED FACILITIES AND EQUIPMENT**

##### **3.1 Government Furnished Facilities and Real Property**

3.1.1 The Government will provide the facilities listed in Attachment 3-Installation Sites of Satellite Television Services, where Satellite Television part and installation will take place.

3.1.2 The contractor shall not make alterations to the government furnished facilities without the prior written approval of DPW and written agreement made in the contract.

# **PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA**

## **PART 4**

### **CONTRACTOR FURNISHED EQUIPMENT**

#### **4.1 Contractor Furnished Equipment – General**

4.1.1 The contractor shall procure material, equipment, and supplies, which are incidental to the provision of services of this PWS. The contractor shall ensure on-site maintenance personnel are equipped with proper individual / hand tools for the effort to be completed (i.e. general mechanics tools). The Government will not provide individual tools to be used by maintenance personnel under this effort. Each employee mechanic must have their own tools. The Government has revoked its assumption of risk regarding individual tools used under this effort. At no time will the Government be responsible for the replacement of lost, damaged, or broken individual tools.

4.1.2 Contractor-furnished equipment or items, inoperable or unserviceable for any reason, must be removed from the U.S. Government's Installation within ten (10) business days after failure. The condition of contractor-furnished equipment shall not relieve the contractor of responsibility to provide services as required in this contract. The contractor shall immediately notify the KO and COR, in writing, of circumstances regarding delay of work due to equipment or material problems.

4.2.1 The contractor shall use the equipment type and size suitable for the required operation and shall operate the equipment from existing Government-furnished electrical power sources. The contractor shall affix a highly visible, permanent contractor's nameplate on all contractor-owned equipment. The contractor shall ensure that if commingling of U.S. Government and contractor-furnished equipment occurs, each set of equipment is easily identifiable and can be separated for inspection and inventory as required.

4.2.2 The contractor shall maintain a sufficient quantity of on-hand materials and supplies to perform all work required under this Contract. Failure on the part of the contractor to provide sufficient quantities and quality of supplies and materials within the specifications of the Contract shall not be cause for reduction in any service or performance. The contractor shall maintain stocks to ensure continuous operation of critical systems as approved by the KO. Critical systems are those that are directly related to health care, safety, and mission accomplishment. The contractor shall provide a system for rapid procurement of items whose usage levels do not require maintenance of on-hand stocks. This system shall include a list of vendors for each such mission-critical repair item, information on availability, and expected delivery times.

## **PART 5**

### **SPECIFIC TASKS**

5. Specific Tasks: The Contractor shall provide non-personal services to install, maintain, and provide satellite television services. The Contractor shall provide the personnel, management, and materials necessary to facilitate a one-year lease of Satellite receivers with amplification and Taps to supply 43 total cable drops for 15 buildings which includes the two (2) Dining Facilities. The Contractor shall provide planned maintenance for TV programming and equipment. Two (2) option years may be exercised at the government's discretion.

5.1. Basic Services. The Contractor shall install satellite receivers for 15 buildings with amplification and taps to supply 43 total cable drops. The contractor shall provide Satellite Television Service as mentioned as referenced in Attachment 3 – Installation Sites of Satellite Television Services. The site of the work is located at Fort Irwin Military Base, Fort Irwin, CA. All buildings are single story buildings.

5.1.1 The Contractor shall visit all work sites for a site survey in coordination with the COR before work is to be performed.

## **PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA**

5.2 The Contractor shall provide at a minimum, the cable channels listed in Attachment 4 - Satellite Television Service Channel Listing. In the event of service interruption that is not weather-related or out of control of the contractor, the Contractor shall upon notification by the COR, provide troubleshooting and support to regain service. Service shall not be interrupted for more than 48 hours.

**5.3. Satellite Television Lease and Maintenance** – A maintenance schedule shall be developed by the contractor upon installation of the satellite receivers that includes inspection and maintenance of all installed components. The maintenance schedule shall be provided to the COR within ten (10) calendar days of contract award and within five (5) days of changes.

5.3.1 The contractor shall conduct routine maintenance on the installed receivers and applicable components per their maintenance schedule. Inspection and maintenance documents will be provided to the COR within two (2) calendar days of inspection or maintenance completion.

**5.3. Service Contract Reporting (SCR):** Reserved.

### **PART 6 APPLICABLE PUBLICATIONS**

#### **6. APPLICABLE PUBLICATIONS (CURRENT EDITIONS)**

6.1. The Contractor must abide by all applicable regulations, publications, manuals, and local policies and procedures.

6.1.1 DOD Commercial Use of Imagery Guidelines

6.1.2 AR 190-13, The Army Physical Security Program

6.1.3 Army Directive 2014-05, Policy and Implementation Procedures for CAC Credentialing Access for Uncleared Contractors

6.1.4 DOD 5220.22-M, National Industrial Security Program Operating Manual

6.1.5 Defense Federal Acquisition Regulation Supplement (DFARS)

6.1.6 Joint Travel Regulation (JTR)

6.1.7 AR 735-5, Policies and Procedures for Property Accountability

6.1.8 DODD 8570.01, Information Assurance Training Certification and Workforce Management

6.1.9 DOD 8570.01-M, Information Assurance Workforce Improvement Program

6.1.10 AR 25-2, Information Assurance

6.1.11 DODI 2000.16 DoD Antiterrorism (AT) Program

### **PART 7 ATTACHMENT/TECHNICAL EXHIBIT LISTING**

#### **7. Attachment/Technical Exhibit List:**

##### **7.1 Attachments:**

**7.1.1 Attachment 1** – Performance Requirements Summary

**7.1.2 Attachment 2** – Deliverables Schedule

**7.1.3 Attachment 3-** Installation Sites of Satellite Television Services

**7.1.4 Attachment 4** - Satellite Television Channel Listing

#### **ATTACHMENT 1**

# PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

## Performance Requirements Summary

The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The standard should relate to timeliness, quality, or quantity (metrics) of service required by the Contractor is stated in the PWS verbiage. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. **These thresholds are critical to mission success.**

Performance Objective	Standard	Performance Threshold	Incentive (Positive and/or Negative)
<b>1. Combating Trafficking in Persons FAR 52.222-50 c</b>	The Contractor shall Notify its employees of a. The United States Government's zero tolerance policy described in paragraph (b) of this clause The actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment.	100% Compliance	Contractor compliance rate shall be utilized as objective evidence of contract compliance and documented into the CPAR system; contractor shall re-perform the service
PRS para 5.1.1 Contractor shall visit worksite with coordination COR before all the work begin	Contractor coordinates with COR and conducts site visit prior to begin of work	100% compliance	Contractor compliance rate shall be utilized as objective evidence of contract compliance and documented into the CPAR system; contractor shall re-perform the service
PRS para 5.2 Contractor shall provide at a minimum, the cable channels listed in Attachment 4 - Satellite Television Service Channel Listing. In the event of service interruption that is not weather-related or out of control of the contractor, the Contractor shall upon notification by the COR, provide troubleshooting and support to regain service. Service shall not	Cable channels in Attachment 4 – Satellite Television Service Channel listing is provided  Contractor provides troubleshooting and support upon notification by COR  Service is not interrupted for more than 48 hours	95% compliance	Contractor compliance rate shall be utilized as objective evidence of contract compliance and documented into the CPAR system; contractor shall re-perform the service

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

be interrupted for more than 48 hours.			
PRS para 5.3.1 The contractor shall conduct routine maintenance on the installed receivers and applicable components per their maintenance schedule. Inspection and maintenance documents will be provided to the COR within two (2) calendar days of inspection or maintenance completion.	Contractor conducts routine maintenance on the installed receivers and components per maintenance schedule.	100% Compliance	Contractor compliance rate shall be utilized as objective evidence of contract compliance and documented into the CPAR system; contractor shall re-perform the service

### ATTACHMENT 2

#### Deliverables Schedule

<u>Deliverable</u>	<u>Frequency</u>	<u># of Copies</u>	<u>Medium/Format</u>	<u>Submit To</u>
QCP PWS para. 1.6.1	1 time within 30 days of contract award	1 Copy	Electronic Email	COR/KO
OPSEC Plan / SOP PWS para 1.6.2	Within 90 days of contract award	1 Copy	Electronic Email	COR/KO
AT Level I Training Certificate PWS para. 1.6.19.1	Completed within 30 calendar days after contract start date and annually thereafter	1 per employee	Electronic Email	COR / KO
IA/IT Training Certificate PWS Para 1.6.19.3 and 1.6.19.4	Within 30 days of employment	1 per employee	Electronic Email	COR/KO
TARP Training Certificate PWS para 1.6.19.5	Within 30 calendar days after contract start or 30 days after hiring new personnel; within 10 days of training completion	1 per employee	Electronic Email	COR / KO
iWATCH Training Certificate PWS para 1.6.19.6	Within 30 days of employment under contract	1 per employee	Electronic Email	COR/KO
OPSEC Training Certificate PWS para 1.6.19.7	Within 30 calendar days of employment under contract and annually	1 per employee	Electronic Email	COR/KO

## PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

<u>Deliverable</u>	<u>Frequency</u>	<u># of Copies</u>	<u>Medium/Format</u>	<u>Submit To</u>
Maintenance Schedule PWS para 5.4	Within 10 calendar days of contract award	1 copy	Electronic Email	COR
Completed Inspection and Maintenance Documentation PWS para 5.4.1	Within two (2) calendar days of inspection /maintenance completion	1 copy	Electronic Email	COR

### ATTACHMENT 3

#### Installation Sites of Satellite Television Services

Attachment 3 show the attributes of the Performance Work Statement (PWS) which shows place, the quantity and when the installation of satellite TV will be installed and Milestone with identification of the Services that are associated with this contract, and a completion date for each Milestone and Deliverable.

Agency	Required Delivery Date	Building Number	Location	Televisions in building (Quantity)
IMCOM-DHR	31May2023	106	Human Resources/HQConference Room 120	1
		107	MPD Customer Lobby	1
		108	In/Out Processing Customer Lobby	1
			Room 103	1
		109	AG Replacement Conference Room 113	1
		452	ASAP Customer Lobby	1
USAG-SJA	31May2023	230	Client Services Customer Lobby	3
			TDS Customer Lobby	
			Tax Center Customer Lobby	
		242	HQ Customer Lobby	1
USAG-HQ	31May2023	237	Garrison Commander's Office- Room 106	1
			PAI Conference Table- Room 122	1
			Garrison Conference- Room 120	3
			IOC Room 131	6
USAG-DES	31May2023	326	MP Station Patrol Room	3
			MP Station Dispatch Room	
			MP Station Break room	
		334	Main Conference Room	2
			ALT Conference Room	
USAG-PAO	31May2023	983	Main room	1
			Director's Office	1
USAG-IMCOM	SAFETY	1204	Customer Lobby	1
USAG-IMCOM	Religious Services	315	Customer Lobby	1

# PERFORMANCE WORK STATEMENT (PWS) USAG-DPTMS, FORT IRWIN, CA

LRC	Logistics Readiness (DFAC)	254	Dining Facility	6
		271	Dining Facility	7

## ATTACHMENT 4 – Satellite Television Service Channel Listing

A&E	HD 265	Comedy Central	HD 249	Free Speech TV	348	Lifetime	HD 252	Oxygen	HD 251	TNT	HD 245
ACC Network	612	Comedy Central West	(HD only) <sup>1</sup>	Freeform	HD 311	Link TV	375	Paramount Network	HD 241	TNT West (HD only) <sup>1</sup>	HD 245-1
AccuWeather (HD only) <sup>1</sup>	HD 361	(HD only) <sup>1</sup>	HD 249-1	FS1	HD 219	Living Faith Network	379	PBS Kids	288	Travel Channel	HD 277
AMC	HD 254	Cooking Channel	HD 232	FS2	HD 618	LMN	HD 253	POP	HD 273	Trinity Broadcasting Network (TBN)	HD 372
American Heroes Channel	HD 287	C-SPAN	350	Fuse (HD only) <sup>1</sup>	HD 339	Logo	272	Pursuit Channel	604	truTV	HD 246
Animal Planet	HD 282	C-SPAN2	351	FX	HD 248	Magnolia Network	HD 230	QVC	HD 317	TV Land	HD 304
Aqui	401	CTN	376	FX Movie Channel	HD 258	MAVTV (HD only) <sup>1</sup>	HD 214	QVC2	315	TV One (HD only) <sup>1</sup>	HD 328
ASPIRE (HD only) <sup>1</sup>	HD 381	Daystar	369	FX	HD 259	MLB Network	HD 213	QVC3	318	TVG (HD only) <sup>1</sup>	HD 602
AWE	HD 387	Destination America	HD 286	fyi	HD 266	MotorTrend (HD only) <sup>1</sup>	HD 281	Revolt (HD only) <sup>1</sup>	HD 384	UniMás	HD 408
AXS TV (HD only) <sup>1</sup>	HD 340	DIRECTV HD SPORTSMIX®	(HD only) <sup>1</sup>	GAC Family	HD 326	MSNBC	HD 356	RFD-TV (HD only) <sup>1</sup>	HD 345	Universal Kids	HD 295
BabyFirstTV™	293	(HD only) <sup>1</sup>	HD 205, 600	Galavisión	HD 404	MTV	HD 331	Science	HD 284	UNIVERSO	HD 410
BBC America	HD 264	Discovery	HD 278	6EB America	363	MTV Classic	336	SEC Network	HD 611	Univision (East)	HD 402
BBC World News (HD only) <sup>1</sup>	HD 346	Discovery Family Channel	HD 294	Gem Shopping Network	228	MTV West (HD only) <sup>1</sup>	HD 331-1	Shop LC	HD 226	UPTV	338
BET	HD 329	Discovery Life	261	GOD TV*	365	MTV2	HD 332	ShopHQ	73, 316	USA Network	HD 242
BET Her	330	Disney Channel (East)	HD 290	Golf Channel	HD 218	NASA TV	352	Shorts TV	HD 573	VH1	HD 335
BET West	HD 329-1	Disney Channel (West)	291	GSN	HD 233	Nat Geo WILD	HD 283	SonLife Broadcasting Network	HD 344	VICE	HD 271
Black News Channel (HD only) <sup>1</sup>	HD 342	Disney Junior	HD 289	Hallmark Channel	HD 312	National Geographic	HD 276	Sportsman Channel	605	Victory	366
Bloomberg Television	HD 353	Disney XD	HD 292	HGTV	HD 229	NBA TV	HD 216	SundanceTV	HD 239	WE tv	HD 260
Bravo	HD 237	E!	HD 236	HITN-TV	461	Newsmax	HD 349	Syfy	HD 244	World Harvest Television (WHT)	367
BTN	HD 610	Enlace	448	HLN	HD 204	NewsNation	HD 307	TBN (HD only) <sup>1</sup>	HD 372		
BYUtv	374	ESNE	456	Hope Channel	368	NFL Network	HD 212	TBN Inspire	371		
Canal Once	447	ESPN	HD 206	HSN	HD 240	NHK	322	TBS	HD 247		
Musica Channel	HD 296	ESPN2	HD 209	IFC	HD 333	NHL Network™	HD 215	TBS West (HD only) <sup>1</sup>	HD 247-1		
Cartoon Network (West)	297	ESPNNEWS	HD 207	INSP	HD 364	Nick Jr.	HD 301	TCM	HD 256		
CBS Sports Network	HD 221	ESPN	HD 208	Investigation Discovery	HD 285	Nickelodeon/Nick at Nite (East)	HD 299	TCT Network	377		
Celebrity Shopping Network	95, 223	EWTN	370	ION East (HD only) <sup>1</sup>	HD 305	Nickelodeon/Nick at Nite (West)	300	TeenNick	303		
Cleo TV (HD only) <sup>1</sup>	HD 341	FETV	223	ION West	306	Nicktoons	302	Tennis Channel	HD 217		
CMT	HD 327	FM (HD only) <sup>1</sup>	HD 386	JBS	388	NRB	378	The HISTORY Channel	HD 269		
CNBC	HD 355	Food Network	HD 231	Jewelry Television	72, 313	Olympic Channel	HD 624	The Weather Channel	HD 362		
CNBC World	357	Fox Business Network	HD 359	Jewish Life Television	325-1	Ovation	HD 274	The Word Network	373		
CNN	HD 202	Fox News Channel	HD 360	Justice Central	HD 383	OWN West	HD 279-1	TLC	280		

PLUS Local Channels HD where available.  
PLUS In-Market Regional Sports Networks HD where available.