

Enclosure 5

Example of  
Service Contract (SC)

# PARTIAL DOCUMENT

Complete document on file at CEHNC-ED-ES-G

<b>AWARD / CONTRACT</b>		1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15CFR 350)		RATING		PAGE OF PAGES 1 3		
2. CONTRACT (Proc. Inst. Ident.) NO. DAC83-95-C-0061		3. EFFECTIVE DATE		4. REQUISITION/PURCHASE REQUEST/PROJECT NO. MCDEDM-1995-0340				
5. ISSUED BY US ARMY ENG DIST, HONOLULU CORPS OF ENGINEERS, BLDG. 200 ATTN: CEPOD-CT-P FORT SHAFTER HI 96858-5440  R. H. PHILLIPS S12 (808) 438-9700		CODE POCTPX		8. ADMINISTERED BY (if other than item 5) U.S. ARMY ENGINEER DIVISION, PACIFIC OCEAN, BLDG. 230 Attn: CEPOD-CO-TQ Fort Shafter, Hawaii 96858-5440				
7. NAME AND ADDRESS OF CONTRACTOR (No., street, city, county, State and ZIP Code) Vendor ID: 00101512  PEMCO LTD 1600 KAPIOLANI BLVD SUITE 1306 HONOLULU HI 96814 <i>0957-952-00080</i>				8. DELIVERY <input type="checkbox"/> FOB ORIGIN <input checked="" type="checkbox"/> OTHER (See below)				
9. DISCOUNT FOR PROMPT PAYMENT  00.000% 400 Net 030				10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN:  ITEM 6				
CODE OC013		FACILITY CODE		11. SHIP TO/MARK FOR U.S. ARMY ENGINEER DIVISION, PACIFIC OCEAN, BLDG. 230 ATTN: CEPOD-ED-MI FORT SHAFTER HI 96858-5440				
11. SHIP TO/MARK FOR U.S. ARMY ENGINEER DIVISION, PACIFIC OCEAN, BLDG. 230 ATTN: CEPOD-ED-MI FORT SHAFTER HI 96858-5440		CODE POEDMI		12. PAYMENT WILL BE MADE BY FINANCE & ACCOUNTING OFFICER US ARMY ENGINEER DIVISION PACIFIC OCEAN BLDG. 230 FT SHAFTER HI 96858-5440				
13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input checked="" type="checkbox"/> 10 U.S.C. 2304(e)(5) <input type="checkbox"/> 41 U.S.C. 253(e)( )				14. ACCOUNTING AND APPROPRIATION DATA 152050 508-8120 17000-3220 S94G2G RA53245202 AMPRS: 15776 14504600095 Award Oblig Amt US\$ \$127,057.00				
15A. ITEM NO.		15B. SUPPLIES/SERVICES		15C. QUANTITY		15D. UNIT	15E. UNIT PRICE	15F. AMOUNT
		See attached Schedule(s)						
15G. TOTAL AMOUNT OF CONTRACT \$ 127,057.00 Est.								
16. TABLE OF CONTENTS								
(X)	SEC.	DESCRIPTION	PAGE(S)	(X)	SEC.	DESCRIPTION	PAGE(S)	
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES				
X	A	SOLICITATION/CONTRACT FORM	3	X	1	CONTRACT CLAUSES	115	
X	B	SUPPLIES OR SERVICES AND PRICES/COSTS	10	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.				
X	C	DESCRIPTION/SPECS./WORK STATEMENT	21	X	J	LIST OF ATTACHMENTS	82	
	D	PACKAGING AND MARKING		PART IV - REPRESENTATIONS AND INSTRUCTIONS				
X	E	INSPECTION AND ACCEPTANCE	3		K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS		
X	F	DELIVERIES OR PERFORMANCE	3		L	INSTRS., CONDS., AND NOTICES TO OFFERORS		
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CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE								
17. <input checked="" type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return 1 copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award / contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and applications, as are attached or incorporated by reference herein. (Attachments are listed herein.)				18. <input type="checkbox"/> AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award / contract. No further contractual document is necessary.				
19A. NAME AND TITLE OF SIGNER (Type or print) SEE TRIPARTITE AGREEMENT				20A. NAME OF CONTRACTING OFFICER DAVID Y. KAM Ch, Procurement S05 (808) 438-8586				
19B. NAME OF CONTRACTOR By SEE TRIPARTITE AGREEMENT (Signature of person authorized to sign)		19C. DATE SIGNED		20B. UNITED STATES OF AMERICA By SEE TRIPARTITE AGREEMENT (Signature of Contracting Officer)		20C. DATE SIGNED		

Contractor: PEMCO, LTD

1. Accepted as to Line Item Nos. 0001 through 0005 for the Base Period (1 October 1995 through 30 September 1996); Line Item Nos. 1001 through 1005 for the First Option Period (1 October 1996 through 30 September 1997); Line Item Nos. 2001 through 2005 for the Second Option Period (1 October 1997 through 30 September 1988); and Line Item Nos. 3001 through 3005 for the Third Option Period (1 October 1998 through 30 September 1999); and all terms and conditions specified in Solicitation No. DACA83 95-R-0041, attached hereto and incorporated as part of this contract.

2. Line Item Nos. 0001 through 0005 are hereby awarded for the period 1 October 1995 through 30 September 1996. The remaining items are subject to I.20, "Option to Extend the Term of the Contract," Section I.

3. This contract consists of the following documents:

a. Standard Form 26, Award/Contract, 2 pages.

b. Best and Final Offer, 15 September 1995, pages D-1 through B-8.

c. Solicitation No. DACA83-95-R-0041, 229 pages, Sections A through J.

d. Although not physically attached, the following are a part of this contract: Sections K, L, and M.

e. The Contractor received the following drawings approximately 16 August 1995, a week after the solicitation was issued. Both sets of drawings were added to Section J:

1. FY94 MCA PN14840 Criminal Investigations Command Field Operations Building, 22 pages.

2. FY 93 MCA PN31308 Child Development Center, SB, 39 pages.

TRIPARTITE AGREEMENT  
PRIME CONTRACT NO. DACA83-95-C-0061  
SUB-CONTRACT NO. 0951-95-2-00080  
SIGNATURE PAGE

8(a) SUBCONTRACTOR

PEMCO, Ltd.  
1600 Kapiolani Boulevard, Suite 1306  
Honolulu, Hawaii 96814

BY: John H. Yamamoto  
Name JOHN H. YAMAMOTO  
Title President

Date: Sept 25, 1995

PRIME CONTRACTOR

U.S. SMALL BUSINESS ADMINISTRATION  
UNITED STATES OF AMERICA  
300 Ala Moana Blvd., Rm 2314  
Honolulu, Hawaii 96850

BY: Ming Lee  
Name \_\_\_\_\_  
Title Contracting Officer

Date: 9/27/95

ACQUISITION OFFICE

U.S. Army Engineer District, Honolulu  
Fort Shafter, Hawaii 96858-5440

BY: David Y. Kam  
Name DAVID Y. KAM  
Title Contracting Officer

Date: 9/28/95

Request for Proposal No. DACA83-95-R-0041  
Standard Form 33

TRIPARTITE AGREEMENT  
PRIME CONTRACT NO. DACA83-95-C-0061  
SUB-CONTRACT NO. 0951 95-2-00080  
SIGNATURE PAGE

8(a) SUBCONTRACTOR

PEMCO, Ltd.  
1600 Kapiolani Boulevard, Suite 1306  
Honolulu, Hawaii 96814

BY: *John H Yamamoto*  
Name JOHN H. YAMAMOTO  
Title President

Date: Sept 25, 1995

PRIME CONTRACTOR

U.S. SMALL BUSINESS ADMINISTRATION  
UNITED STATES OF AMERICA  
300 Ala Moana Blvd., Rm 2314  
Honolulu, Hawaii 96850

BY: *Ming Ull*  
Name \_\_\_\_\_  
Title Contracting Officer

Date: 9/27/95

ACQUISITION OFFICE

U.S. Army Engineer District, Honolulu  
Fort Shafter, Hawaii 96858-5440

BY: *David Y. Kam*  
Name DAVID Y. KAM  
Title Contracting Officer

Date: 9/28/95

*John H. Yamamoto*

## B.1 BASE PERIOD

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
0001	AIR CONDITIONING SYSTEM (CIDC And CDC) (See Paragraph C.6.3.1)				
0001AA	Quarterly Service	8	EA	\$ 5,583	\$ 44,664
0001AB	Annual Service	2	EA	\$ 6,000	\$ 12,000
0001AC	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 5000 (Estimated)
0001AD	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
0002	FIRE SPRINKLER SYSTEM (CDC) (see paragraph C.6.3.2)				
0002AA	Annual Service	1	EA	\$ 4,083	\$ 4,083
0002AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 1000 (Estimated)
0002AC	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
0003	FIRE ALARM SYSTEM (CIDC and CDC) (see paragraph C.6.3.3)				
0003AA	Semi-Annual Service	4	EA	\$ 1,130	\$ 4,520
0003AB	Annual Service	2	EA	\$ 1,995	\$ 3,990
0003AC	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 500 (Estimated)
0003AD	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
0004	ELECTRICAL DISTRIBUTION SYSTEM (CIDC and CDC) (See paragraph C.6.3.4)				
0004AA	Annual Service	2	EA	\$ <u>6,750</u>	\$ <u>13,500</u>
0004AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ <u>2,000</u> (Estimated)
0004AC	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ <u>70</u>	\$ <u>2,100</u>
0005	PROJECT ADMINISTRATION (see paragraph C.6.2)	1	YR		\$ <u>27,400</u>
TOTAL ESTIMATED AMOUNT FOR BASE PERIOD (Line Item Nos. 0001 through 0005)					\$ <u>127,057</u>

B.2 FIRST OPTION PERIOD

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
1001	AIR CONDITIONING SYSTEM (CIDC And CDC) (See Paragraph C.6.3.1)				
1001AA	Quarterly Service	8	EA	\$ 3,896	\$ 31,168
1001AB	Annual Service	2	EA	\$ 6,000	\$ 12,000
1001AC	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 500 (Estimated)
1001AD	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
1002	FIRE SPRINKLER SYSTEM (CDC) (see paragraph C.6.3.2)				
1002AA	Annual Service	1	EA	\$ 4,287	\$ 4,287
1002AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 1000 (Estimated)
1002AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
1003	FIRE ALARM SYSTEM (CIDC and CDC) (see paragraph C.6.3.3)				
1003AB	Semi-Annual Service	4	EA	\$ 1,300	\$ 5,200
1003AC	Annual Service	2	EA	\$ 2,295	\$ 4,590
1003AD	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 500 (Estimated)
1003AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
1004	ELECTRICAL DISTRIBUTION SYSTEM (CIDC and CDC) (See paragraph C.6.3.4)				
1004AA	Annual Service	2	EA	\$ <u>7,130</u>	\$ <u>14,260</u>
1004AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ <u>2,000</u> (Estimated)
1004AC	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ <u>70</u>	\$ <u>2,100</u>
1005	PROJECT ADMINISTRATION (see paragraph C.6.2)	1	YR		\$ <u>22,510</u>

TOTAL ESTIMATED AMOUNT FOR FIRST OPTION PERIOD  
(Line Item Nos. 1001 through 1005)

\$ 110,915

B.3 SECOND OPTION PERIOD

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
2001	AIR CONDITIONING SYSTEM (CIDC And CDC) (See Paragraph C.6.3.1)				
2001AA	Quarterly Service	8	EA	\$ 4,090	\$ 32,720
2001AB	Annual Service	2	EA	\$ 6,303	\$ 12,606
2001AC	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 5000 (Estimated)
2001AD	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
2002	FIRE SPRINKLER SYSTEM (CDC) (see paragraph C.6.3.2)				
2002AA	Annual Service	1	EA	\$ 4,501	\$ 4,501
2002AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 1000 (Estimated)
2002AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
2003	FIRE ALARM SYSTEM (CIDC and CDC) (see paragraph C.6.3.3)				
2003AB	Semi-Annual Service	4	EA	\$ 1,495	\$ 5,980
2003AC	Annual Service	2	EA	\$ 2,640	\$ 5,280
2003AD	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 500 (Estimated)
2003AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100

ITEM	DESCRIPTION	QUANTITY	U/M	U/P	AMOUNT
2004	ELECTRICAL DISTRIBUTION SYSTEM (CIDC and CDC) (See paragraph C.6.3.4)				
2004AA	Annual Service	2	EA	\$ 7,844	\$15,688
2004AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 2,000 (Estimated)
2004AC	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
2005	PROJECT ADMINISTRATION (see paragraph C.6.2)	1	YR		\$ 23,236

TOTAL ESTIMATED AMOUNT FOR SECOND OPTION PERIOD  
(Line Item Nos. 2001 through 2005) \$ 116,911

B.4 THIRD OPTION PERIOD

ITEM	DESCRIPTION	QUANTITY	U/M	U/P	AMOUNT
3001	AIR CONDITIONING SYSTEM (CIDC And CDC) (See Paragraph C.6.3.1)				
3001AA	Quarterly Service	8	EA	\$ 4,374	\$ 34,992
3001AB	Annual Service	2	EA	\$ 6,302	\$ 12,604
3001AC	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 5000 (Estimated)
3001AD	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
3002	FIRE SPRINKLER SYSTEM (CDC) (see paragraph C.6.3.2)				
3002AA	Annual Service	1	EA	\$ 4,726	\$ 4,726
3002AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 1000 (Estimated)
3002AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
3003	FIRE ALARM SYSTEM (CIDC and CDC) (see paragraph C.6.3.3)				
3003AB	Semi-Annual Service	4	EA	\$ 1,715	\$ 6,860
3003AC	Annual Service	2	EA	\$ 3,036	\$ 6,072
3003AD	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 500 (Estimated)
3003AE	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100

<u>ITEM</u>	<u>DESCRIPTION</u>	<u>QUANTITY</u>	<u>U/M</u>	<u>U/P</u>	<u>AMOUNT</u>
3004	ELECTRICAL DISTRIBUTION SYSTEM (CIDC and CDC) (See paragraph C.6.3.4)				
3004AA	Annual Service	2	EA	\$ 8,228	\$ 16,456
3004AB	Reimbursement for Parts (see paragraph C.4)	1	LS		\$ 2,000 (Estimated)
3004AC	General Repair Calls (see paragraph C.1.1.4)	30 (Estimated)	MH	\$ 70	\$ 2,100
3005	PROJECT ADMINISTRATION (see paragraph C.6.2)	1	YR		\$ 24,998

TOTAL ESTIMATED AMOUNT FOR THIRD OPTION PERIOD  
(Line Item Nos. 3001 through 3005) \$ 123,608

TOTAL ESTIMATED AMOUNT FOR BASE, FIRST, SECOND, AND  
THIRD OPTION PERIODS \$ 478,491

52.219-0017 SECTION 8(a) AWARD (FEB 1990)

(a) By execution of a contract, the Small Business Administration (SBA) agrees to the following:

(1) To furnish the supplies or services set forth in the contract according to the specifications and the terms and conditions by subcontracting with the Offeror who has been determined an eligible concern pursuant to the provisions of section 8(a) of the Small Business Act, as amended (15 U.S.C. 637[a]).

(2) Except for novation agreements and advance payments, delegates to the U.S. Army Engineer District, Honolulu the responsibility for administering the contract with complete authority to take any action on behalf of the Government under the terms and conditions of the contract; provided, however that the contracting agency shall give advance notice to the SBA before it issues a final notice terminating the right of the subcontractor to proceed with further performance, either in whole or in part, under the contract.

(3) That payments to be made under the contract will be made directly to the subcontractor by the contracting activity.

(4) To notify the U.S. Army Engineer District, Honolulu Contracting Officer immediately upon notification by the subcontractor that the owner or owners upon whom 8(a) eligibility was based plan to relinquish ownership or control of the concern.

(b) The offeror/subcontractor agrees and acknowledges that it will, for and on behalf of the SBA, fulfill and perform all of the requirements of the contract.

(End of Clause)

## SECTION C. DESCRIPTION/SPECIFICATION

### C.1 GENERAL

C.1.1 Scope of Work: The Contractor (Ktr) shall provide all necessary labor, management, supervision, tools, materials, equipment, supplies, transportation and other incidental services to provide maintenance and repair of various systems -- air conditioning, fire sprinkler, fire alarm and electrical distribution -- for the Child Development Center (CDC), building 9098, and the Criminal Investigation Division Command (CIDC) building 3026, Schofield Barracks, Hawaii, in accordance with all terms, conditions, special contract requirements, specifications, attachments and exhibits contained in the contract or incorporated by reference.

C.1.1.1 The Ktr shall maintain the mechanical and electrical systems in continuous operating condition in accordance with the recommendations of the manufacturer of each equipment, and as specified herein. Where differences in the maintenance schedules specified by the manufacturer or as stipulated herein exist, the stricter requirement of the two shall take precedence. Any maintenance work not specified herein but deemed necessary by the Ktr to maintain the system in a continuous efficient and safe operating condition shall be provided.

C.1.1.2 All work shall be performed by skilled and competent personnel in accordance with the best commercial practices or manufacturer's standards. Repairs shall assure a substantial, serviceable and as nearly like-new product as is practicable to attain by commercial standards. Original design of the item being repaired shall not be changed or modified without prior approval of the Contracting Officer.

C.1.1.3 Repairmen shall report to the work site fully equipped to perform the services required. Equipment shall not be removed to the Ktr's plant for repairs without prior approval of the Contracting Officer's Representative (COR).

C.1.1.4 Request for general repair calls will be made by the COR or the Work Order Desk, Directorate of Public Works (DPW) who will furnish the Ktr with the following information, as available: type of equipment, manufacturer's name, model and serial numbers, nature of malfunction, and exact location of the item. Contractor shall respond within 3 working days.

C.1.1.5 Reports for all systems shall utilize standard forms as recommended by the equipment manufacturers. All manuals listed in Section C.5 can be used as a reference to obtain required forms.

C.1.1.6 The Ktr shall provide four copies of each of video taped training for the operations and maintenance of all systems. The contractor shall submit all available manufacturer's video taped training for the electrical distribution systems. Video taped training for the fire sprinkler, fire alarm, and air conditioning systems shall be custom-

developed specific to the facility and the actual systems. The video taped shall contain necessary information showing how to service the systems specified. Each video cassette shall combine the video taped training of each system and shall be properly indexed. Tapes shall be in VHS format.

C.1.2 Personnel Certification/Qualification:

C.1.2.1 Proof of proper certification and experience for each service system shall be submitted to the COR 10 days after date of award.

C.1.2.2 All work on the air conditioning system shall be performed by qualified air conditioning mechanics with a minimum of five (5) years experience in the inspection, test, maintenance and repair of air conditioning and ventilation equipment of the type and to the degree specified, except that helpers or apprentices with less than five (5) years experience will be permitted to work under the direct supervision of an experienced mechanic. The air conditioning mechanics shall be EPA (Environmental Protection Agency) certified.

C.1.2.3 All work on the fire sprinkler system shall be performed by a fire sprinkler inspector licensed and certified by the State of Hawaii.

C.1.2.4 All work on the fire alarm system shall be performed by a technician trained and certified by the manufacturer's representative of the installed fire alarm equipment as specified.

C.1.2.5 All tests on the electrical distribution system shall be performed by an engineer, with a B.S., from an accredited university. All maintenance shall be performed by a journey man electrician with a minimum of five (5) years experience in electrical repairs and maintenance work.

C.1.2.6 Refrigerant Handling Technicians shall be EPA Certified.

C.1.3 Security Classification: The Ktr shall provide all employees with a badge that is easily recognizable. All Ktr employees shall display the badge on the left hand of the shirt or smock. The badge shall identify the employee's and company's name. Badges for employees shall contain the employee's photograph and company's name. The Ktr shall be responsible for any breach of security caused by its employees entering the facility without proper authorization.

C.1.4 Quality Control: The contractor shall establish and maintain a complete Quality Control Program to assure the requirements of the contract are provided as specified. A copy of the Contractor's Quality Control Program shall be provided to the Contracting Officer 15 calendar days after contract award and as changes occur.

C.1.5 Operating Hours: All work shall be performed between the hours of 7:30 a.m. - 4:00 p.m., Monday through Friday. No work shall be accomplished on Saturdays, Sundays, or federal holidays. Contractor shall obtain approval from the COR for any overtime required.

## C.2 DEFINITIONS

### C.2.1 Definitions

Regular Working Hours. Monday through Friday, 7:30 a.m. - 4:00 p.m., not including weekends and Federal Holidays.

Quarterly. Services performed during this Contract period at intervals of 80 to 100 days. There are four quarterly periods within the contract period.

Semi-Annual. Services performed during this Contract period at intervals of 160 to 180 days. There are two semi-annual periods within the contract period.

Annual. Services performed once during the 11th month after the beneficial occupancy date unless otherwise directed by the Contracting Officer.

General Repair: Service at the site within three (3) working days after the Ktr has been contacted for service.

Non conformance: The failure of the Ktr to perform the specified quantity or quality of work within the scheduled time period.

### C.2.2 Acronyms:

ANSI (American National Standards Institute).

ASME (American Society of Mechanical Engineers).

AR (Army Regulations).

NFPA (National Fire Protection Association).

COR (Contracting Officer's Representative).

KTR (Contractor).

C.3 GOVERNMENT-FURNISHED PROPERTY/SERVICES: The Government will furnish water and electric current at existing outlets as required for the work to be performed under this Contract at no cost to the Ktr. Ktr shall verify with the COR which outlets and water connections may be used safely.

C.4 CONTRACTOR-FURNISHED ITEMS

C.4.1 Replacement Parts: Replacement parts furnished by the Ktr shall be new and of equal quality to the manufacturer's original parts unless otherwise stated in the specification.

C.4.2 Replacement parts costing \$50.00 each or less per equipment for each repair shall be furnished by the Ktr at no additional cost to the Government. The Government will reimburse the Ktr for each replacement part in excess of \$50.00 provided approval of the COR is obtained prior to commencement of repair work. The amount billed for purchased parts shall only include the Ktr's invoice cost adjusted for available discounts and in-bound transportation. The amount billed shall not exceed: (1) the cost of the same or similar part obtained in the normal course of business for the Ktr's commercial work, or (2) the lowest cost reasonably available to the Ktr, whichever is lower.

C.5 APPLICABLE DOCUMENTS: The applicable publications listed in this section, form a part of this specification. The list of publications also includes pertinent publications issued by the Army Corps of Engineers, NFPA, ANSI, EPA and OSHA. The Government will allow Ktr access and use of documents listed in C.5.1.1, unless otherwise specified. The Ktr is obligated to follow and adhere to all documents coded as mandatory. All other publications are applicable as coded. A document coded GF means it will be government furnished but not given to or handed over to the Ktr. Government will allow the Ktr access and use of the document. Ktr shall obtain at his own expense and have available, all pertinent manufacturer's maintenance operation, repair and parts manuals. These manuals shall become the property of the government and shall be turned over to the government at the end of this contract. Only changes directed by the COR will be implemented. Changes requiring decrease or increase in contract cost shall be negotiated under the changes clause.

C.5.1 Applicable Publications: The designation M, A, and GF stand for Mandatory, Advisory, and Government Furnished respectively.

C.5.1.1 General:

	<u>Title</u>	<u>Coding</u>	<u>Designation</u>
OSHA	Occupational Safety and Health Standards	GF	M
EPA	Environmental Protection Agency	GF	M

EM 385-1-1 Oct. 1992	Safety and Health Requirements Manual	GF	M
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C.5.1.2 Air Conditioning:

CIDC:

Air Handling Unit

McQuay LSL 128	Instruction Manual Operation and Maintenance Manuals		M
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Air Cooled Condensing Unit

McQuay ALP-041C	Instruction Manual Operation and Maintenance		M
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Air Condensing Unit	Manuals		M
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Enviro-Tec	Variable Air Volume (VAV) Terminal Units Installation and Maintenance Manual		M
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M	Ventilation Fans	Instruction Manual and Maintenance Manual	
---	------------------	---	--

CHILD DEVELOPMENT CENTER:

Air Handling Unit York	Instruction Manual Operation and Maintenance Manual		M
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Room Fan Coil Units	Instruction Manual Operation and Maintenance Manual		M
------------------------	---	--	---

Ventilation Fans Penn	Instruction Manual Operation and Maintenance Manual		M
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Chiller York	Operations and Maintenance Manual		M
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C.5.1.3 Fire Sprinkler System:

NFPA 13A 1992	Recommended Practice for the Inspection, Testing and Maintenance of Sprinkler Systems		M
Submittal	Equipment Submittal Shop Drawings		M

C.5.1.4 Fire Alarm System:

NFPA 72	Installation, Maintenance and Use of Protective Signaling Systems		M
NFPA 72	Installation Maintenance and Use of Notification Appliances for Protective Signaling Systems		M
NFPA 72	Testing Procedures for Local, Auxiliary, Remote Station and Proprietary Protective Signaling Systems		M
TM 5-683	Facilities Engineering Electrical Interior Facilities		M
TM 5-695	Maintenance of Fire Protective Systems		M
King Fisher	Installation and Maintenance		M

C.5.1.5 Electrical:

AR 420-43	Facilities Engineering Electrical Services	GF	A
TM 5-683	Facilities Engineering Electrical Interior Facilities	GF	A

TM 5-684	Facilities Engineering Electrical Exterior Facilities	GF	A
TM 5-760	Interior Wiring	GF	A

## C.6 SPECIFIC TASKS

### C.6.1 Working Directives

C.6.1.1 Service Plan. Within 15 calendar days after award, the Ktr shall submit to the Contracting Officer for approval a detailed and complete schedule of the dates on all training sessions and quarterly, semi-annual and annual services which are to be performed. The proposed schedule shall list the type of work to be performed, the area to be worked and the estimated time to complete the work in each area. The Ktr shall confirm his schedule with COR at least three (3) calendar days in advance of the day when work will be started.

C.6.1.2 Shutting Down Equipment. Approval shall be obtained by the Ktr from the COR prior to shutting down any equipment for repairs or other causes related to the work.

C.6.1.3 Downtime. Downtime of equipment for all maintenance or inspection work shall not exceed one (1) hour without prior approval from the COR. Downtime will be scheduled by the COR after notification by Ktr that downtime is required to perform repair(s) and shall be scheduled a minimum of 7 days in advance.

C.6.1.4 Modifications and changes, to improve performance over equipment presently installed, may be recommended by the Ktr and shall be accomplished only upon prior written authorization of the Contracting Officer. The Ktr shall submit recommended maintenance change proposals through the COR to the Contracting Officer for evaluation and processing. Proposals shall contain a narrative and drawings or schematics necessary to provide a clear presentation of work to be obtained, and the estimated cost to implement each such recommendation.

C.6.1.5 Cleaning Up. The Ktr shall at all times keep the work area free from accumulation of waste material or rubbish and prior to completion of work shall remove his rubbish from the area. Upon completion of the work, the Ktr shall leave the area in a clean and neat condition satisfactory to the COR.

C.6.1.6 Disposition of Materials. Inventories shall not be disposed of by the Ktr without inspection and written approval of the Contracting Officer or his authorized representative. All non-salvageable material, as determined by the Contracting Officer's Representative, shall be removed from the site.

C.6.1.7 If, in the course of repairs, tests or inspections, the Ktr finds that the equipment has been tampered with, altered, abused or repaired by other than the Ktr's personnel, he shall report it to the COR

C.6.1.8 Work scheduled, but not performed because of unfavorable weather conditions or other conditions beyond the Ktr's control will not be considered non conformance and said work will be rescheduled.

C.6.1.9 Coordination. The Contractor shall verify existing conditions and dimensions at the jobsite prior to the commencement of work and shall immediately notify the Contracting Officer of any discrepancies.

#### C.6.2 Work Reports And Records

C.6.2.1 The Ktr shall maintain separate books, records, documents, and other evidence pertaining to the maintenance, repair and costs for all designated systems to the extent and in such detail as will properly and adequately reflect the past maintenance history and costs (labor, materials, supplies and equipment). Samples of reports and records required shall be submitted to COR for approval.

C.6.2.2 All repair call reports shall be separately recorded in writing for each repair call. Four (4) copies shall be furnished to the Contracting Officer at the end of the month.

C.6.2.3 Log books when required, shall be furnished by the Ktr. The Ktr shall make the required entries in the log book for all on-site tasks at the time of occurrence. The entries will include but not be limited to the name of employees, nature of task, date, time started and time completed, and shall be maintained at the site.

C.6.2.4 The Ktr shall coordinate inspections and service calls with the COR who shall perform the inspection and acceptance of all service furnished by the Ktr to assure compliance with the terms and conditions of this Contract. Upon completion of each inspection and/or service call, the Ktr shall provide the COR with a service/work report signed by the COR.

C.6.2.5 The Ktr shall submit a complete history of the maintenance, repairs, and associated costs, including Operations & Maintenance manuals which covers the first 10 months of maintenance. All information shall be combined into individual volumes and separated by systems (i.e., air conditioning constitutes one volume, whereas electrical distribution constitutes a separate volume, and so forth). Four copies of each volume of maintenance history for all systems shall be submitted. Submittal of the maintenance history for the first 10 months shall be submitted by the contractor 60 calendar days prior to the expiration of the first year maintenance. At the end of the first year maintenance, the contractor shall submit four copies each of the remaining two months of the maintenance history, repairs, and associated costs.

C.6.2.6 Upon award of each option for the following years of maintenance, the Ktr shall submit a complete history of the maintenance, repairs and associated costs which cover the first 10 months of the option year. Similar to the first year maintenance, all information shall be combined into individual volumes and separated by systems. Operations & Maintenance manuals shall be updated by the Ktr as necessary and submitted as well. Four copies of each volume of maintenance history including the updated Operations & Maintenance manuals for all systems shall be submitted. Submittal of the maintenance history for the first 10 months shall be submitted by the contractor 60 calendar days prior to the expiration of each option year. At the end of the option period, the contractor shall submit four copies of the remaining two months of the maintenance history, repair, and associated costs.

C.6.3 Systems

C.6.3.1 Air Conditioning:

C.6.3.1.1 General: The Ktr shall furnish all labor, materials, and tools necessary to perform quarterly, and annual inspection and maintenance services for the air conditioning and ventilation equipment and controls in CIDC and CDC at Schofield Barracks, Hawaii.

C.6.3.1.2 Description The air conditioning system in the CIDC consists of one (1) 40 ton McQuay air DC Air Cooled Condensing Unit. The system is a variable air volume system, with pressure independent variable air volume controller, and electrically controlled. The air conditioning system consists of 19 controller units. The air conditioning system in the Child Development Center consists of one (1) 63 tons York air cooled reciprocating water chiller. The chilled water system is designed for 45°F chilled water supply temperature. The system is a constant volume system with air handler using two way valves.

C.6.3.1.3 The materials and equipment included under this contract to be maintained and/or repaired are as follows:

	<u>CIDC</u>	<u>CDC</u>
Air cooled chiller water units	none	1 ea 63 ton York
Air cooled condensing unit	1 ea 40 ton McQuay Model ALP-041C	none
Air handling units	1 ea McQuay Model LSL-128DH	1 ea 24 ton York Model CS113-SH- FCLP
Exhaust fans	4 ea	21 ea

Filters	2 ea	14 ea
Fan-coil unit	none	13 ea
Variable air volume (VAV)	19 ea	none

Ducts and Piping: Duct work, chilled water piping, and reheat water piping associated with the air conditioning and ventilation systems throughout the facility, including connected accessories and appurtenances.

Duct and pipe insulation, including vapor barriers

Pumps	none	2 ea
AC control systems	1 ea	1 ea

#### C.6.3.1.4 Specific Tasks:

##### Air Handling Units

Quarterly:

Inspect filters. Replace as necessary. Inspect and adjust manometers.

Check bearings for excessive heat or vibration. Grease as required; replace if necessary.

Inspect unit for leaks, damage, etc. Tighten/replace fasteners as required. No rattling or excessive noise shall be accepted. Blow out condensate drain line.

Clean outside air intake dampers of dirt and lint. Outside air dampers shall be exercised and greased for proper operation.

Inspect and check belts and drives. Replace as required.

Lubricate fan bearings.

Inspect linkages and shafts on dampers, inlet vanes, and other moving parts, and lubricate as necessary.

Inspect fan belts; adjust tension or replace, as necessary. Check sheave alignment and adjust as required.

Clean drain pans and clean and flush drain lines.

Add algae tablets to the drain pipe.

**Annually:**

Clean chilled water coil of dirt, lint and foreign material.

Clean fan wheels and fan shafts. Inspect and tighten fan wheel to shaft connection.

Tighten all bolts. Clean blower wheel.

Check casing for evidence of corrosion or peeling of paint and undercoating. Prepare surface and refinish as necessary.

Check motor, contractors and fan shaft bearing for evidence of wear.

Check all panel alarms and sensors.

Check motor voltages and amperages.

All quarterly services.

Check, adjust, and calibrate AHV controls; static pressure sensor, controller, actuator, chilled water temperature sensor, valve and valve controller.

After completion of any maintenance all damper, valve belt and controller settings shall be returned to original position.

**Exhaust Fans:**

**Quarterly:**

Lubricate fan bearings.

Inspect linkages and shafts on dampers, inlet vanes, and other moving parts, and lubricate as necessary.

Inspect fan belts; adjust tension or replace, as necessary.

Annually:

Clean fan wheels and fan shafts. Inspect and tighten fan wheel connections to shaft.

Tighten all bolts.

Check casing for evidence of corrosion or peeling of paint and undercoating. Prepare surface and refinish as necessary.

Check motor and fan shaft bearing for evidence of wear.

Clean coils and humidifier grids of dirt, lint and foreign materials.

All quarterly services.

Ducts and Piping:

Quarterly:

Inspect insulation for damage and repair as necessary.

Inspect surfaces for rust, corrosion; repair as necessary.

Testing of duct detectors with appropriate fire alarm annual testing zones.

Reciprocating Chillers:

Quarterly:

Record the following (for each compressor):

Oil level.

Suction pressure.

Discharge pressure.

Sight glass - refrigeration condition.

Sight glass - moisture level.

Centering chilled water temperature - ECHWT (system).

Leaving chilled water temperature - LCHWT (system).

Which chiller is operating.

Running time for each compressor.

Which pump is operating.

Notes and observations.

Read and record refrigerant gage pressure.

Read and record oil gage pressure.

Check compressor oil level and provide oil as necessary. Record date and amount of oil added.

Check refrigerant charge through liquid line sight glass. Provide refrigerant if necessary.

Check suction gas temperature for proper superheat.

Check refrigerant moisture indicator. Dehydrate refrigerant as necessary.

Inspect condenser fan belts if applicable and replace as required. Belts shall be replaced in sets if multiple belts are used. Check operation of all control systems for proper operation.

Check and measure the condition of the chilled water. Chemical treatment as appropriate shall be performed to maintain a pH of 7.0.

**Annually:**

Check casing for evidence of corrosion or peeling of paint and undercoating. Prepare surface and refinish as necessary.

Check condenser fan bearings for evidence of wear.

Change refrigerant filters.

Inspect and clean (chemical foam) condenser coils.

All Pumps:

Quarterly:

Check gage readings.

Check seals and adjust.

Check for excessive noise, vibration or temperature rise.

Lubricate as necessary.

Measure and record motor amperage readings and compare with nameplate amperage.

Perform megger testing on motor winding and record results.

Check pump controllers for proper operation. Check wire connections for tightness.

Replace filters.

Annually:

Check impeller wear and wearing rings.

Clean and paint.

Check bearing wear.

Replace gaskets.

C.6.3.2 Fire Sprinklers:

C.6.3.2.1 General: The Ktr shall furnish all labor, supplies, materials, and equipment necessary to perform annual service and maintenance of the fire sprinkler system for Child Development Center, Schofield Barracks. This shall include the sprinklers, piping, main pipe riser, alarm and control systems. There is no fire sprinkler system in the CIDC building.

C.6.3.2.2 Description: The system is a wet pipe system for all areas of the CDC building. The fire sprinkler design criteria for CDC consists of the following:

Light hazard classification.  
3000 square feet most remote area.  
0.1 gpm per square foot water density.  
43 psi static pressure at the standpipe. (Pipe schedule calculation).

Sprinkler Piping: Sch 40 steel piping.  
Sprinkler Heads: UL listed for wet system.

#### C.6.3.2.3 Specific Tasks

Annually:

Inspect, test, operate, and lubricate all control valves in the system.

Inspect and test hydrant.

Inspect and test all control switches of proper calibration and operation.

Inspect all sprinkler heads to ensure proper operation. Clean if required.

Test pressure switch for water flow alarm in system in conjunction with appropriate fire alarm panel.

Inspect and test water gong.

Complete inspection report form.

#### C.6.3.3 Fire Alarm:

C.6.3.3.1 General: The Ktr shall perform semi-annual and annual inspection services and maintenance of the fire alarm equipment in the CIDC and CDC at Schofield Barracks, Hawaii. The maintenance schedules of the manufacturer's operations and maintenance manuals referenced in Section C.5 is incorporated in its entirety as part of this Contract. All provisions shall be followed in addition to those provisions stated in this section. The maintenance program shall be in accordance with all recommendations of the manufacturer of each equipment, TM 5-683, TM 5-695, NFPA 72 and as specified herein. Any maintenance work not specified herein but deemed necessary by the Ktr to maintain the system in a continuous efficient and safe operating condition shall be provided. Ktr shall follow all manufacturer's maintenance operation and repair recommendations. Other publications shall be supplementary to these recommendations.

C.6.3.3.2 Description: The fire alarm system consists of manual pull stations, strobe/horns, and interfaces with the wet fire sprinkler. In the event a fire alarm is initiated, the system automatically annunciates audible and visual alarms in the building and automatically relays a fire alarm signal to the fire department via an automatic radio transmitter. The system included under this Contract are as follows:

Primary System Control Equipment:

Fire Alarm Control Panel.

Radio Transmitter.

Interface Panel.

System Peripheral Equipment:

Manual Pull Stations.

Strobe Horns.

C.6.3.3.3 Specific Tasks

Semi Annually:

Investigate any frequent and/or numerous alarms recorded for a single zone, common location, wing, and/or device type. The Ktr shall inspect and clean all sensors that give false alarms. If problems persist, the Ktr shall obtain the services of the manufacturer's representative to diagnose and repair the problem.

Check rechargeable battery cell voltage.

Record the level of the radio transmitter battery.

Annually:

Inspect all manual pull stations for physical damage and/or access obstructions.

Test all manual pull stations on each zone, so that all stations are activated and its circuit is tested for proper operation and annunciation.

Test all arm evacuation bells and chimes for loud, clear, and consistent tones/signaling,. Combine and coordinate, when convenient, with facilities fire drills.

Test all flashing evacuation alarm visual devices for brightness and proper flashing. Similarly, combine and coordinate, when convenient, with facilities fire drills.

Inspect fire alarm control panel for proper power on, normal, no alarm, visual indicators.

Inspect radio transmitter and interface panel for proper power on, normal, no alarm, visual indicators.

Conduct an audible alarm test per NFPA 72 in the first month of this Contract.

Test the radio transmitter for manual and automatic (via FACP initiation) operation.

Simulate an alarm condition on each module individually, and observe/record proper zone and system alarm indicator operation(s).

Simulate a trouble condition on each module zone/circuit and observe/record proper circuit and system trouble indicator operation(s).

Record receipt and operation of each annunciator zone lamp during simulation tests of the fire alarm control panel module zones and circuits.

Conduct an audible alarm test per NFPA 72 after one year of the initial test.

#### **C.6.3.4 Electrical Distribution:**

**C.6.3.4.1 General:** The Ktr shall perform annual inspection services and maintenance of the electrical distribution equipment.

**C.6.3.4.2 Description:** The CDC is supplied with power from one separate primary feeder fed from existing air switch F-14. The primary power is stepped down by one (1) 300 KVA transformer from 7.2 KV to 208Y/120 volts. The CIDC building is supplied w/power from one primary feeder. The primary feeder is stepped down by one (1) KVA transformer from 7.2 KV to 208Y/120 volts. The materials and equipment included are as follows:

Pad mounted transformers.  
Panel boards.

C.6.3.4.3 Specific Tasks:

Panel Boards:

Annually:

Check external connections for signs of overheating and check for tightness.

Molded Case Circuit Breakers 225 amps and above - Electrical Checks:

Annually:

Check electrically operate breakers for proper operation including auxiliary devices (Ground fault, under voltage, remote trip, etc.), when applicable.

Check operation of breakers with solid state trip devices with a solid state tested or by primary current injection.

Transformers: Liquid Filled - Mechanical Checks: In order to comply with EPA regulations, certified laboratory test results must be provided to show that the oil is less than 50 ppm PCB. If laboratory results are not available, a sample must be tested by manufacturer or authorized agency before any internal work can be performed.

Annually:

Inspect transformer for proper liquid level in tanks, compartment, and bushing. Inspect gasketed items, cooling assemblies, terminal and tap chambers, for signs of leakage. Note gas pressure as positive vacuum or zero.

Inspect bushings for chipped or cracked porcelain and oil leakage (if applicable).

Check external bolted electrical connections and ground for tightness.

Transformers: Liquid Filled - Electrical Checks:

Annually:

Sample dielectric fluid from tank. Analyze each sample to insure adequate insulation and chemical properties, as indicated.

Dielectric Strength ASTM D877 or D1816

Check insulation resistance (winding to winding, and each winding to ground) with a DC megohmmeter.

Transformers: Liquid Filled - Additional Checks:

Annually:

Neutralization Number ASTM D664 or D974

Interfacial Tension

Specific Gravity ASTM C1298

Moisture Content

Gas-In-Oil analysis

PCB Contamination

Test for leaks in all nitrogen gas joints.

Measure the dew point and oxygen content of the gas space.

Inspect high voltage switch and terminal chamber.

Check lighting arrestors, fuses, cutouts, etc.

Internal Inspection.

Check and tighten accessible bolted connections.

Inspect no-load tap changer.

Check for signs of overheating, arcing, sludging, moisture and contamination.

Inspect for loose blocking, deterioration of insulation, loose core laminations, and frame.

Check internal busing connections for tightness.

Check condition of current transformers.

Check auxiliary devices such as cooling fans, sudden pressure relays, positive gas pressure systems, indicating devices, etc., for proper operation.

Transformers: Dry Type - Mechanical Checks:

Annually:

Inspect transformer for loose bracing, loose iron, adequate ventilation clearances and proper grounding connections.

Inspect windings for evidence of problems due to corona leakage, tracking, overheating, clogged airways, and damaged insulation.

Clean transformer with dry compressed air, or use vacuum cleaner to remove dust and dirt.

Inspect insulators and bushings: Wipe clean with electrical cleaning solvent (if necessary).

Transformers: Dry Type - Electrical Checks:

Annually:

Check insulation resistance of high and low voltage windings with a 500 VDC megohmmeter as follows:

High voltage to low voltage & ground

Low voltage to high voltage & ground

Perform dielectric absorption test to obtain polarization index.

Check for proper operation of auxiliary devices such as cooling fans and fan control, temperature detectors and indicator.

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4. Drawing: FY93 MCA PN31308 Child Development Center, SB: 39 pages.

PERFORMANCE REQUIREMENTS SUMMARY

Required Service	Standard (See Sec. C)	Maximum Allowable Degree of Deviation From Requirement	Method of Surveillance	Deduction From Contract Price For Unsatisfactory or Incomplete Work
1. AC Quarterly Service	C.6.3.1	0%	Unscheduled Inspection and Customer Complaint	*
2. AC Annual Service	C.6.3.1	0%	"	*
3. AC Reimbursement for parts	C.4	0%	"	*
4. AC General Service	C.1.1.4	0%	"	*
5. Fire Sprinkler Annual Service	C.6.3.2	0%	"	*
6. Fire Sprinkler Reimbursement for parts	C.4	0%	"	*
7. Fire Sprinkler General Repair Calls	C.1.1.4	0%	"	*
8. Fire Alarm Semi-Annual Service	C.6.3.3	0%	"	*
9. Fire Alarm System Annual Service	C.6.3.3	0%	"	*
10. Fire Alarm System Reimbursement for parts	C.4	0%	"	*
11. Fire Alarm System General Service	C.1.1.4	0%	"	*
12. Electrical Distribution Annual System	C.6.3.4	0%	"	*

Required Service	Standard (See Sec. C)	Maximum Allowable Degree of Deviation From Requirement	Method of Surveillance	Deduction From Contract Price For Unsatisfactory or Incomplete Work
13. Electrical Distribution Reimbursement For Parts	C.4	0%	"	"
14. General Repair Calls	C.1.1.4	0%	"	"

\* See Special Contract Provision H.8