

STATEMENT OF WORK
FOR
WASTEWATER TREATMENT PLANT (WWTP)
LABORATORY TESTS
AT
SCOTT AFB IL
1 OCT 2017 – 30 SEP 2018

DESCRIPTION OF WORK

1. Perform weekly WWTP laboratory tests. Testing shall normally be done on a weekly basis as required by the National Pollutant Discharge Elimination System (NPDES) permit on a regularly scheduled Sunday and Monday of each week with pick-up on a regularly scheduled Monday and Tuesday of each week. Laboratories shall provide sample pick-up.

2. Perform quarterly sludge analysis laboratory tests on samples collected from two digesters located at the WWTP as required by the NPDES permit. Laboratories shall provide sample pick-up.

3. The contracted laboratory must be certified by the Illinois Environmental Protection Agency. Laboratories must provide new, one time use samples containers, an appropriate cooler with temperature control and sample pick-up. The laboratory will be responsible for the disposal of samples after testing is finalized. The laboratory must provide a chain-of-custody receipt form with carbon copies for all laboratory samples. Test results are required to be provided no later than 10 calendar days after submission. All results shall be submitted using a computer generated form and results shall be entered using the computer to insure legibility and clarity. Results shall be e-mailed to douglas.mifflin@us.af.mil and john.young.55@us.af.mil.

WORK TO BE PERFORMED

Number and Type of Samples:

1. Water Testing: The number and type of required samples for water testing are shown in Table 1 below, these are estimated quantities. Actual sample quantities shall be determined by the Government on an as needed basis.

Table 1.

CLIN	ESTIMATED QUANTITY	REQUIRED TEST	PICK-UP DAYS
0001	104	Biological Oxygen Demand	*Monday/Tuesday
0002	104	Carbonaceous Biological Oxygen Demand	*Monday/Tuesday
0003	104	Influent Total Suspended Solids	*Monday/Tuesday
0004	104	Effluent Total Suspended Solids	*Monday/Tuesday
0005	104	Influent Ammonia	*Monday/Tuesday
0006	104	Effluent Ammonia	*Monday/Tuesday
0007	53	Fecal Coliform	*Monday/Tuesday
0008	50	Excess Flow/Process BOD	Emergency

0009	50	Excess Flow/Process Total Suspended Solids	Emergency
0010	26	Nitrogen, NO3/NO2 (as N) Aqueous (Total) Preserved	*Monday/Tuesday
0011	26	Phosphorus, Total, Aqueous (Total)	*Monday/Tuesday
0012	26	Total Kjeldahl Nitrogen (as N), Aqueous (Total)	*Monday/Tuesday
0013	2	Cyanide, Aqueous (Total)	May/Nov test only
0014	2	Cyanide, Weak Acid Dissociable, Aqueous	May/Nov test only
0015	2	Fluoride, Aqueous (Total)	May/Nov test only
0016	2	Hexavalent Chromium, Aqueous (Dissolved)	May/Nov test only
0017	2	Metals, Aqueous, by ICP (Dissolved) Iron	May/Nov test only
0018	2	Metals, Aqueous, by ICP (Total) 11 Metals	May/Nov test only
0019	2	Metals, Aqueous, by GFAA (Total) Selenium	May/Nov test only
0020	2	O&G, Hexane Extractable, Aqueous	May/Nov test only
0021	2	Phenols, Aqueous	May/Nov test only
0022	2	Mercury, EPA 1631 Low level, Aqueous (Total)	May/Nov test only
0023	2	Filtering Charge for dissolved iron analysis	May/Nov test only

*Pick-up day will be Tuesday/Wednesday if Federal Holiday falls on a Monday.

2. Sludge Testing:

The numbers of required samples listed below in Table 2 are estimated quantities. Actual sample quantities shall be determined by the Government on an as needed basis.

Table 2.

CLIN	ESTIMATED QUANTITY	REQUIRED TEST
24	4	Total % Solids
25	4	Total % Volatile Solids
26	4	PH
27	4	Total Kjeldahl Nitrogen
28	4	Ammonia (distilled)
29	4	Potassium
30	4	Cadmium
31	4	Sludge Prep
32	4	Copper
33	4	Lead
34	4	Manganese
35	4	Nickel
36	4	Zinc
37	4	Chromium

38	4	Arsenic
39	4	Mercury
40	4	Selenium
41	4	Molybdenum
42	4	Volatile Acids
43 (the recorded result of the tests are reflected as one number--the median of 7 representative sample)	4	Fecal Coliform MPN

NOTE: All of the following are types of tests that should be run on each sample (all of these tests together with the exception of the Fecal Coliform MPN are considered one complete test).

ADMINISTRATION

The total amount of this order shall be a “not-to-exceed” amount and the services shall not exceed the dollar limitations specified on the contract without prior approval from the Government Contracting Officer. Services provided in excess of the “not-to-exceed” amount without prior approval from the Contracting Officer are done at the contractor’s risk and subject to non-payment. Points of contact for the wastewater treatment plant and for the Contracting Officer shall be provided at the time of award.

The Government reserves the right to purchase urgently required services from another source should the contractor be unable to provide the services to meet the accelerated delivery requirement.

GENERAL INFORMATION:

Contractor Consent to Background Checks: The contractor and, as applicable, subcontractor shall not employ persons for work on this contract if such employee is identified as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population, nor shall the contractor or subcontractor employ persons under this contract who have an outstanding criminal warrant as identified by Law Enforcement Agency Data System (LEADS) through the National Crime Information Center. LEADS checks will verify if a person is wanted by local, state, and federal agencies. All contractor and subcontractor personnel must consent to LEADS background checks. Contractor and subcontractor personnel who do not consent to an LEADS check will be denied access to the installation. Information required to conduct an LEADS check includes: full name, driver’s license number, and/or social security number, date of birth of the person entering the installation, and completion of a background check questionnaire. The contractor shall provide this information using the Scott AFB Form 21, Contractors Consent for Background Check, and shall submit it in conjunction with the contractor’s request for either base or vehicle passes. Completion of a successful LEADS check does not invalidate the requirement for an escort when contractor or subcontractor personnel are working within controlled or restricted areas. All identifying credentials will be compliant with the REAL ID Act.

Contractors shall ensure their employees and those of their subcontracts have the proper credentials allowing them to work in the United States. Persons later found to be undocumented or illegal aliens will be remanded to the proper authorities. The contractor shall not be entitled to any compensation for delays or expenses associated with complying with the provisions of this clause. Furthermore, nothing in this clause shall excuse the contractor from proceeding with the contract as required.

Badges: The contractor is required to provide identification badges for their employees. All contractor personnel shall wear these badges while on duty on the government site. Badges are required to identify the individual, company name, and be clearly and distinctly marked as contractor. Size, color, style, etc. are to be mutually agreed to by contractor and government. The contractor's identification badge will not be used as an entry requirement for installation entry or into any government designated controlled or restricted area. **All DBIDS cards/passes will be turned in to the Dixon Visitor Control Center upon expiration of pass and/or completion of contract.**

Contractor Registration of Vehicles on Scott AFB: All contractor or contractor employees' vehicles used for the performance of this contract shall comply with all local, state and federal regulations. Additionally any pass shall be surrendered to Security Forces upon demand to positively identify a person's need to be on Scott AFB.

Access to Installation during Force Protection Conditions (FPCONs):

Contractors will be assigned a mission essential designation IAW requirements contained in SAFBI 31-101/Installation Security Instruction. Only the installation commander or the unit commander requesting contract support will assign the mission essential designation.

Property Protection: Property protection for facility where the contractors' primary work center is located will be the responsibility of the local facility manager and local Government Security Manager, or their duly authorized representative IAW AFI 31-101, *Integrated Defense* and command/local directives. The contractor shall safeguard all government-owned equipment and materials in his/her possession or use.

Safeguarding Classified or Unclassified Information: The contractor shall meet Air Force standards for storing, processing, and handling classified information and systems. Additionally, all resources (e.g. maps, publication/instructions, photos) provided by the government to assist the contractor in the performance of their contract will be surrendered upon termination of employment or the end of the contract performance period.

Non-Disclosure Agreements: To safeguard information, the contractor shall enter into non-disclosure agreements with the responsible local security manager.

Privacy Act: Work on this project requires that personnel have access to Privacy Information. Personnel shall adhere to the Privacy Act, Title 5 of the U.S. Code, Section 552a and applicable agency rules and regulations.

Contractors Working in Controlled or Restricted Areas

The unit requesting contract support will provide escort (s) for contractors' at all times when within a controlled area. Contractors shall not escort other contractor employees within controlled or restricted areas. In addition, contractors shall fulfill, maintain, and comply with all security requirements IAW AFI 31-101, *Integrated Defense*, and command/local directives.

Access to Government Facilities with Controlled or Restricted Areas

The contractor shall comply with security regulations imposed by the installation commander and/or the agency responsible for the project location. Due to specific mission requirements inherent in the nature of controlled or restricted areas on Scott AFB, the government may direct the contractor to leave the controlled or restricted areas at any given time.

Contractors Responsibilities while Working within Controlled or Restricted Areas

Only contractor personnel with proper authority and qualifications shall enter a controlled or restricted area. Certain facilities require the issuance of an AF Form 1199CD. The government, at any time, may revoke the AF Form 1199CD. The procedures for the issuance of an AF Form 1199CD are contained in SABFI 31-1 Integrated Defense/Antiterrorism Plan. Contractors shall not escort other contractor employees within controlled or restricted areas. Upon completion of the contract, all 1199CDs will be turned into the sponsor and in turn delivered to 375th SFS/S5B, Line Badges. In addition, contractors shall fulfill, maintain, and comply with all security requirements contained in SABFI 31-1 Integrated Defense / Antiterrorism Plan.

Access to Government Facilities with Controlled or Restricted Areas for Replacement Contractors

The unit requesting contract support will continuously escort replacement contractors, not initially possessing the proper clearances and requiring entry to controlled or restricted areas. Replacement contractors shall submit paperwork within 30 days of being assigned to obtain an approved security clearance or favorable review. Replacement contractor personnel shall obtain a security clearance prior to working with, or having direct access to, classified material. In addition, replacement contractor personnel shall obtain a "Favorable review" prior to having access to a Controlled Area. The above information shall be submitted to 375 AMW/IP.

NON-PERSONAL SERVICES AND/OR INHERENTLY GOVERNMENTAL SERVICES:

The Government will neither supervise contractor employees nor control the method by which the contractor performs the required tasks. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services. If the contractor feels that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the PCO immediately. These services shall not be used to perform work of a policy/decision making or management nature, (e.g., inherently governmental functions). All decisions relative to programs supported by the contractor shall be the sole responsibility of the Government.