

2. AMENDMENT/MODIFICATION NO. 001	3. EFFECTIVE DATE February 12, 2001	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY Bureau of Reclamation Lower Colorado Region P.O. Box 61470 Boulder City NV 89006-1470		7. ADMINISTERED BY (If other than Item 6)	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP code)	(T)	9A. AMENDMENT OF SOLICITATION NO. 00-SP-30-0031
	T	9B. DATED (SEE ITEM 11) January 23, 2001
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)
CODE	FACILITY CODE	

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[T] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers [] is extended, [T] is not extended.

Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
 (a) By completing Items 8 and 15, and returning 1 copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(T)	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT/ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. **IMPORTANT:** Contractor [] is not, [] is required to sign and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)

Project Title: Janitorial Services, Hoover Dam Visitor Facilities and Administrative Offices, Boulder Canyon Project, Arizona - Nevada

Purpose of Amendment: The purpose of this amendment is to make minor revisions to the solicitation and work statement, and provide the questions and answers from the pre-proposal site visit.

Receipt of Offers: The date and time for receipt of offers remains February 22, 2001 at 3:00 p.m., local time. The place for receipt of offers remains the Bureau of Reclamation, Lower Colorado Regional Office, Annex Building, Room AA-104, Nevada Highway and Park Street, Boulder City, Nevada.

Acknowledgment: See block 11 above regarding how to acknowledge this amendment. The acknowledgment must be received at the place designated for receipt of offers (see block 9 of the "Solicitation/Contract/Order for Commercial Items," Standard Form 1449).

Offer Modification: See block 11 above if you have submitted your offer and now desire to modify it or withdraw it.

(Continued on the following page)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)	

Description of the Changes:

1. The following items from the pre-proposal site visit, which was held on February 5, 2001, are provided:
 - a. The questions and answers;
 - b. The list of attendees from the sign-in sheet; and
 - c. A sample Performance Requirements Summary (PRS), to assist offerors in completing it.
2. In Part 2 - Contract Clauses, the clause 52.232-19, Availability of Funds for the Next Fiscal Year, was added at paragraph 10. The succeeding paragraphs were renumbered accordingly.
3. In Part 3 - Contract Documents, Exhibits or Attachments, the Performance Work Statement was revised. Paragraph 1.3.1, Waste Disposal, was revised to clarify that, if the Contractor decides to use a wastewater tank in the Parking Structure, they will be responsible for providing the tank.
4. Task Frequency Schedules have been added to Technical Exhibits 2 and 3 in Part 3 of the solicitation. Minor corrections were also made to Technical Exhibit 3.
5. In Part 4 - Solicitation Provisions, the provision at paragraph 3., 52.212-3 Offeror Representations and Certifications--Commercial Items, was revised.

Instructions: Remove the following pages and replace with the attached revised pages:

Remove page(s)...	Insert revised/new page(s)...
N/A	Questions & Answers (pages 4 and 5 of the amendment)
N/A	Sign-In Sheet (pages 6 and 7 of the amendment)
N/A	Sample Performance Requirements Summary (PRS) (pages 8 through 13 of the amendment)
Contents, iii through viii	Contents, iii through viii
2-9 through 2-11	2-9 through 2-12
3-3 and 3-4 of the PWS	3-3 and 3-4 of the PWS

Remove page(s)...	Insert revised/new page(s)...
N/A	TE 2-18 through TE 2-31 of Technical Exhibit 2
TE 3-6 through TE 3-9 of Technical Exhibit 3	TE 3-6 through TE 3-14
4-3 and 4-4; 4-9 through 4-12	4-3 and 4-4; 4-9 through 4-12

Questions & Answers

Q: How many employees are on floors 5 through 8?

A: As of January 1, 2001, there were 92 employees located on the 5th - 8th floors.

Q: Can we use a golf cart-type of vehicle to get from one end of the dam to the other?

A: According to the Security Chief, a golf cart-type of vehicle would not be allowed on top of the dam, because of the traffic hazard it would cause.

Q: Is there a phone line in the break room, and if so, can the Contractor use it?

A: We do plan to make space available for a desk (contractor-furnished) and access to one of our phone lines. At this point in time, that space will remain in the old Exhibit Building but things could change over the next twelve months.

Q: What would the on-call hours be for floors 5-8?

A: The hours during which someone would need to be on-call are 8 a.m. through 5 p.m. for the 5th - 8th floors.

Q: What is the value of the current contract?

A: The total value of the current contract is \$2,643,537.

Q: How many employees are being used by the current contractor to perform the work?

A: That information is unknown. However, in accordance with FAR clause 52.222-41, the incumbent contractor will provide a list of employees to the Government not less than 10 days prior to completion of the contract. That list will be provided to the incoming contractor at the commencement of the succeeding contract so they can comply with the requirements in clause 52.222-50, Nondisplacement of Qualified Workers.

Q: Do I need to submit a bond with my offer?

A: No, there is no requirement to submit a guarantee with your offer. Although performance and payment bonds are required, they do not need to be submitted until after contract award.

Q: What is the difference between "Offeror's Experience" and "Past Performance" (as required by Part 4 to be submitted with the proposal)?

A: "Offeror's Experience" is a description of what tasks were performed under past (and current) contracts. "Past Performance" is basically a list of references whom we contact to ask how you performed on the contract.

Note: During the pre-proposal site visit, attendees were shown a yellow plastic wastewater tank that is located by the trash dumpsters in the Nevada spillway. This tank will be relocated to the parking structure area to support the new café. Therefore, the tank will not be available for janitorial use under this contract.

Sign-In Sheet

Pre-Proposal Site Visit for Janitorial Services at Hoover Dam
Solicitation No. 00-SP-30-0031
February 5, 2001
Exhibit Building, Hoover Dam

Name & Address of Firm	Representative's Name / Title	Telephone No.
Quality Coast, Inc. 9347 Kahlua Way Spring Valley CA 91977-1131	Rick Rosengreen, Manager Consuelo Martinez, President/CEO	800-695-8892 619-698-8892
Lee's Maintenance 14740 Keswick Van Nuys CA 91405	Tyrone Ingram, President	818-988-6644
Fresh Express 4933 W. Craig Road, #238 Las Vegas NV 89130	Terry McCall Jerry Albin	702-651-4384
HouseCleaners Express 1660 Memorial Drive Hollister CA 95023	Maria Lamberson, Owner Adolf Salinas Mike Salinas	831-750-5339
Tried and True, Inc. 11832 Lakeside Ave. Lakeside CA 92040	Ruben Lopez, President	619-938-0604 619-985-6902
Universal Building Maintenance 3310 Sunrise Ave., Suite 101 Las Vegas NV 89101	Ted Worthen Nelson Velazquez	702-437-0770
Magic Brite Janitorial 21A North Mojave Road Las Vegas NV 89101	Robert Gomez	702-457-4420
RCD Cleaning Service 6610 N. 47 th Ave., Suite 2 Glendale AZ 85301	Rose Doyle, President/CEO	(623) 934-0394

Name & Address of Firm	Representative's Name / Title	Telephone No.
Bay Area Carpet & Maintenance 538 Stone Road, Suite D Benicia CA 94510	Ronald Davis, President/CEO	707-745-5815
B&C Janitorial Service, Inc. P.O. Box 5565 Hercules, CA 94547	Benjamin Garcia, President	510-799-7929
Unitech Construction Co. 1008 S. Hacienda Blvd. Hacienda Heights CA 91745	Bruce M. Hwang, General Manager	626-333-7772
Tony's Multi Service 1410 Third Street, Suite 6 Riverside CA 92507	Don Mantz, Contract Specialist John Meadors	909-778-0050
All Star Contracting 2875 S. Nellis Blvd., A8 #135 Las Vegas NV 89121	Nona Stein, President	702-436-5811
ASAP Maintenance 8635 W. Sahara, #547 Las Vegas NV 89117	Bernard Lowe, G.M./President	702-224-5255
D-N-D Cleaning Services 4429 Lawrence St., #13-1092 North Las Vegas NV 89031	Donnyce Ashland, CEO/CFO Donald Ashland, COO	702-312-6761

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-1) Daily Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	MER = 2 tasks per area per month. Any Deficiencies Found Are Corrected within 1 Calendar Day.	Periodic surveillance Validated Customer Complaints	<u>30</u> % of the Visitor Center Line Item <u>30</u> % of the Parking Structure Line Item <u>30</u> % of the Top of Dam Line Item <u>30</u> % of the Tour Route Line Item <u>30</u> % of the Administrative Offices Optional Line Item

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-2) Weekly Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	MER = 2 tasks per area per month. Any Deficiencies Found Are Corrected within 2 Calendar Days.	Periodic surveillance Validated Customer Complaints	<u>20</u> % of the Visitor Center Line Item <u>20</u> % of the Parking Structure Line Item <u>20</u> % of the Top of Dam Line Item <u>20</u> % of the Tour Route Line Item <u>20</u> % of the Administrative Offices Optional Line Item

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-3) Monthly Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	PR = 100% of Services Performed MER = 2 tasks per area per month. Any Deficiencies Found Are Corrected within 4 Calendar Days.	100% Inspection	<u>20</u> % of the Visitor Center Line Item <u>20</u> % of the Parking Structure Line Item <u>20</u> % of the Top of Dam Line Item <u>20</u> % of the Tour Route Line Item <u>20</u> % of the Administrative Offices Optional Line Item

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-4) Quarterly Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	PR = 100% of Services Performed. MER = 2 tasks per area per quarter. Any Deficiencies Found Are Corrected within 4 Calendar Days.	100% Inspection	<u>10</u> % of the Visitor Center Line Item <u>10</u> % of the Parking Structure Line Item <u>10</u> % of the Top of Dam Line Item <u>10</u> % of the Tour Route Line Item <u>10</u> % of the Administrative Offices Optional Line Item

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-5) Semi-Annual Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	PR = 100% of Services Performed. MER = 2 tasks per area per semi-annual period. Any Deficiencies Found Are Corrected within 4 Calendar Days.	100% Inspection	<u>10</u> % of the Visitor Center Line Item <u>10</u> % of the Parking Structure Line Item <u>10</u> % of the Top of Dam Line Item <u>10</u> % of the Tour Route Line Item <u>10</u> % of the Administrative Offices Optional Line Item

SAMPLE PERFORMANCE REQUIREMENTS SUMMARY FOR EACH QUARTER OF CONTRACT PERFORMANCE				
REQUIRED SERVICE	STANDARD	MAXIMUM ERROR RATE (MER) or PERFORMANCE REQUIREMENT (PR)	METHOD OF SURVEILLANCE	MAXIMUM PAYMENT PERCENT FOR MEETING THE PR
(RS-6) Annual Cleaning Technical Exhibits 2 and 3	Cleaning tasks accomplished in accordance with Section 7.0.	PR = 100% of Services Performed. MER = 2 tasks per area per annual period. Any Deficiencies Found Are Corrected within 4 Calendar Days.	100% Inspection	<u>10</u> % of the Visitor Center Line Item <u>10</u> % of the Parking Structure Line Item <u>10</u> % of the Top of Dam Line Item <u>10</u> % of the Tour Route Line Item <u>10</u> % of the Administrative Offices Optional Line Item

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(b) The Contracting Officer will issue the notice to proceed for each exercised option within 5 calendar days of receipt of acceptable performance and payment bonds for each option exceeding \$100,000. The Government will not be held liable for any additional costs, including delay and/or impact costs, incurred during the period of time the Contractor is obtaining the performance and payment bonds and during the 5 calendar day period referenced above. The offeror shall include the cost of obtaining performance and payment bonds for each option exceeding \$100,000 and any additional costs, including delay and/or impact costs, expected to be incurred while awaiting the notice to proceed in the price or prices offered for the applicable item or items in Part 1, Schedules 2 through 5.

(c) The Contractor shall furnish separate performance and payment bonds for each exercised option exceeding \$100,000 in the following amounts:

(1) Performance bond - Penal amount equal to 100 percent of the Option total.

(2) Payment bond - Penal amount of 50 percent of the Option total.

(d) The Contracting Officer may require the Contractor to furnish additional protection in accordance with clause 52.228-2, Additional Bond Security.

(e) The successful offeror shall provide acceptable forms of security for bonds furnished in accordance with the requirements of FAR Subpart 28.2. Persons acting as individual sureties shall comply with the requirements of clause 52.228-11, Pledges of Assets.

(f) Each surety company bond, that purports to have been executed by an agent or attorney-in-fact for the corporate surety, shall --

(1) be accompanied by a power of attorney to the signatory agent or attorney-in-fact; and

(2) the power of attorney or attorney-in-fact shall have been executed by the corporate surety upon a date prior to the date of the execution of the bond; or

(3) be accompanied by a certification of the sureties to the effect that the power of attorney was in full force and effect upon the date of the bond.

% 10. 52.232-19 Availability of Funds for the Next Fiscal Year (Apr 1984)

%

% Funds are not presently available for performance under this contract beyond September 30 of
% each calendar year. The Government's obligation for performance of this contract beyond that
% date is contingent upon the availability of appropriated funds from which payment for contract
% purposes can be made. No legal liability on the part of the Government for any payment may
% arise for performance under this contract beyond September 30 until funds are made available
% to the Contracting Officer for performance and until the Contractor receives notice of
% availability, to be confirmed in writing by the Contracting Officer.

**% 11. WBR 1452.232-904 Payment for Performance and Payment Bonds and Insurance--
Bureau of Reclamation--Lower Colorado Region (Nov 1996)**

(a) General. The contract line items for performance and payment bonds and insurance (see paragraph 1 of Part 1) shall be used by the Government to make payment to the Contractor in accordance with this clause for payment of premiums for performance and payment bonds and insurance.

(b) Termination for cause. Should the Contractor be terminated for cause as provided by paragraph (m) of clause 52.212-4, Contract Terms and Conditions--Commercial Items, of this contract --

(1) All equipment on the site shall be subject to the Government's right to take possession of and utilize such items for the purpose of completing the work;

(2) The Contractor shall provide evidence of encumbrances, liens, or other security interests, to the Contracting Officer; and

(3) Any encumbrance, lien, or other security interest on such equipment shall be subordinated to the Government's rights under the Termination for cause paragraph of this contract to utilize all equipment to complete the work under the contract.

(c) Payment. Payment for performance and payment bonds and insurance shall be made at the lump sum prices offered for this item as contained in the Schedule of Services located at paragraph 1 of Part 1. Upon submission of a proper invoice, the Government shall reimburse the Contractor for the total amount of the premiums paid for performance and payment bonds as required by the Performance and Payment Bonds clauses of this contract and for any insurance which may be specified by this contract.

% 12. WBR 1452.242-80 Postaward Conference--Bureau of Reclamation (Jul 1993)

(a) Prior to the Contractor starting work, a postaward conference (as described in FAR Subpart 42.5) will be convened by the contracting activity or contract administration office. The Contractor's Project Manager shall attend the conference. If the contract involves subcontractors, a representative of each major subcontractor is also required to attend.

(b) The conference will be held at the Bureau of Reclamation Lower Colorado Regional Office in Boulder City, Nevada.

(c) The Contracting Officer and the Contractor will agree to the date and time of the conference after award of the contract. In event of a conflict in schedules, the Contracting Officer shall establish the date for the conference.

(d) The Contractor shall include any associated costs for attendance at the conference in its offer.

% 13. 52.252-2 Clauses Incorporated by Reference (Feb 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at these addresses:

<http://www.arnet.gov/far>: Federal Acquisition Regulation clauses (i.e., 52.2XX-X)
<http://www.usbr.gov/aamsden/1452T.html>: Reclamation Acquisition Regulations (i.e., 1452.2XX-8X)

% The following clauses are hereby incorporated by reference:

52.203-3	Gratuities (Apr 1984)
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity (Jan 1997)
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity (Jan 1997)
52.203-12	Limitation on Payments to Influence Certain Federal Transactions (Jun 1997)
52.204-4	Printed or Copied Double-Sided on Recycled Paper (Aug 2000)
52.209-6	Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment (Jul 1995)
52.215-21	Requirements for Cost or Pricing Data or Information Other than Cost or Pricing Data--Modifications (Oct 1997) Alternate IV (Oct 1997)
52.223-3	Hazardous Material Identification and Material Safety Data (Jan 1997) Alternate I (July 1995)
52.223-5	Pollution Prevention and Right-to-Know Information (Apr 1998)
52.223-6	Drug-Free Workplace (Jan 1997)
52.223-10	Waste Reduction Program (Aug 2000)
1452.223-82	Protecting Federal Employees and the Public from Exposure to Tobacco Smoke in the Federal Workplace (Oct 1998)
52.228-2	Additional Bond Security (Oct 1997)
52.228-5	Insurance--Work on a Government Installation (Jan 1997)
52.228-11	Pledges of Assets (Feb 1992)
52.228-14	Irrevocable Letter of Credit (Dec 1999)
52.232-8	Discounts for Prompt Payment (May 1997)
52.232-11	Extras (Apr 1984)
52.232-17	Interest (Jun 1996)
52.237-2	Protection of Government Buildings, Equipment, and Vegetation (Apr 1984)
52.242-13	Bankruptcy (Jul 1995)
52.242-15	Stop-Work Order (Aug 1989)
52.253-1	Computer Generated Forms (Jan 1991)

% 14. 52.252-6 Authorized Deviations in Clauses (Apr 1984)

(a) The use in this solicitation or contract of any Federal Acquisition Regulation (48 CFR Chapter 1) clause with an authorized deviation is indicated by the addition of "(Deviation)" after the date of the clause.

(b) The use in this solicitation of any Department of Interior Acquisition Regulation (48 CFR Chapter 14) clause with an authorized deviation is indicated by the addition of "(Deviation)" after the name of the regulation.

1.3 Environmental Requirements

1.3.1 Waste Disposal. Contractor shall be responsible for collection and disposal of grey water, oil, grease, antifreeze and/or other chemicals that are picked up during cleaning of Parking Structure. Hazardous waste contaminants (e.g., gas, oil, coolants) from the Parking Structure shall may be dumped in the a wastewater tank at the Parking Structure to be disposed of at an off-site licensed hazardous waste disposal site. The Contractor shall be responsible for providing the wastewater tank and having the materials sampled and tested periodically, at least annually or as required by waste hauler or disposal facility or Reclamation, for proper profiling and disposal of the waste. If the material is determined to be hazardous waste either by characteristic (ignitability, corrosivity, or reactivity) or if listed (per 40 CFR Part 261), the waste must be properly manifested prior to transport and disposal. The transporter must be fully licensed and insured to transport hazardous waste, and all hazardous waste must be properly disposed of at a state licensed hazardous waste disposal facility. If the waste is found to be hazardous based on analytical results or characteristic criteria, then Reclamation's Hazardous Waste coordinator shall be contacted prior to transport and disposal off-site.

1.3.2 Prevention of Water Pollution. Biodegradable mop water or other waste solutions containing floor stripper, sealers, polishes or cleaner/detergents, including bleach, shall not be put into the drains or toilets, but shall be dumped at the Arizona wastewater plant or at the Nevada Spillway tanks. Hazardous waste contaminants (e.g., gas, oil, coolants) from the Parking Structure shall be disposed of at an off-site licensed hazardous waste disposal site, in accordance with 1.3.1.

1.4 Access

1.4.1 Physical Security of Work Areas. The Contractor shall ensure that any door unlocked by its staff in order to perform contract work is secured during and after completion of that work.

1.4.2 Access to Secured Areas. Contractor employees identified on Contractor's employee roster, wearing identification badges, will be allowed access to facilities.

1.4.3 Key and Cardkey Control. The Contractor shall establish and implement methods of ensuring that all keys and cardkeys issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall develop procedures covering key/cardkey control and shall include them in the Quality Control Plan.

The Contractor shall report the occurrence of a lost key or cardkey to the COR, no later than the start of the next duty day after the Contractor or employee becomes aware of the loss.

In the event keys, other than master keys, are lost or duplicated, the Contractor shall be required, upon direction of the COR, to re-key or replace the affected lock or locks. However, the Government, at its option, may replace the affected lock or locks or perform re-keying. When the replacement of locks or re-keying is performed by the Government, the total cost of re-keying or the replacement of the lock or locks shall be deducted from the monthly payment

due the Contractor. In the event a master key is lost or duplicated, all locks and keys for that system shall be replaced by the Government and the total cost deducted from the monthly payment due.

Government-issued keys and cardkeys shall not be used by any person(s) other than the Contractor's employees. Contractor employees shall not open locked areas to permit entrance of persons other than Contractor's employees. The Contractor shall retrieve keys and cardkeys from terminated employees. All keys and cardkeys shall be returned to the COR upon completion of the contract and prior to final payment.

1.5 Items Not to be Moved

Upon request by the Contractor, the COR will show the Contractor's onsite manager which items of Government equipment are not to be moved, cleaned, or otherwise handled by custodial personnel.

1.6 Quality Assurance

The Government will conduct quality assurance in accordance with Section 9.0, Work Performance Analysis.

1.7 Quality Control

Quality of work shall be of a high standard of cleanliness, as defined within these specifications. The facilities represent the United States Government to the general public, and unsightliness is not acceptable.

1.7.1 Quality Control Plan. The Contractor shall establish and maintain a complete Quality Control Plan (QCP) to ensure the requirements of the contract are provided as specified. In accordance with Section 8.0 and TE 1, Contractor Submittals, one copy of the Contractor's QCP shall be provided to the COR for approval not later than the Postaward Conference. A revised copy of the QCP shall also be provided to the COR for approval as changes occur. No payments will be made under the contract until the initial QCP is approved by the Government.

The plan shall include, as a minimum:

- (1) A self-inspection system covering all the services listed in TE 2. It must specify the areas to be inspected on either a scheduled or unscheduled basis, how often inspections will be accomplished, and the title of the individual(s) who will perform the inspections.
- (2) The methods for identifying and preventing defects in the quality of service performed before the level of performance becomes unacceptable.
- (3) A method of maintaining onsite records of all inspections conducted by the Contractor and necessary corrective action taken. These records shall be made available to the Government upon request during the term of the contract.

Task Frequency Chart										
TE 2: Visitor Center, Parking Structure, Top of Dam, Tour Route										
Task	Frequency									
	Daily	Weekly	Monthly	Bi-Monthly	Quarterly	Semi-Annually	Annually	As-Needed	Other	
Gum									x	
Graffiti									x	
Restrooms										
Clean to standards listed in Paragraph 7.2 of the PWS									x	
Clean under sink piping.		x								
Dust ceilings, light fixtures, etc.		x								
Machine scrub floors or power wash.			x							
Clean glass/marble walls in top of dam restrooms, including exhibit hall restrooms.			x							
Apply wax to vinyl and terrazzo floors.			x							
Remove all cobwebs and insects.			x							
Machine scrub and wax floor area outside Exhibit Building men's restroom.			x							
Clean carpet in Exhibit Building women's restroom.			x							
Clean light fixture covers.			x							
Strip and seal vinyl and terrazzo tile floors.							x			
Wash ceilings.								x		
Trash Containers										
Disinfect and spot clean.	x									
Replace liners.	x									
Clean and polish lids.	x									
Maintain cleanliness by emptying containers throughout the day.									x	
In the event of tours starting from top-of-dam instead of Visitor Center, install removable trash containers by 8:00 a.m. and empty, disinfect and replace into storage room by 8:00 p.m.	x									
Sweep interior of concrete trash containers		x								
Thoroughly clean and disinfect all containers on both the inside and outside.		x								

Signs									
	Damp wipe			x					
Cobwebs									
	Remove cobwebs up to 14 feet above the floor on interior and exterior walls.		x						x
Concrete Benches									
	Spot clean	x							
	Thoroughly clean to rid benches of spills, gum and cobwebs.		x						
Elevators									
	Polish brass panels and hand rails and autoscrub stone floors in Visitor Center elevators.	x							
	Sweep and wet/damp mop floors of all other (non-Visitor Center) elevators.	x							
	Remove grime and fingerprints from doors, door jams and walls.	x							
	Clean door tracks.	x							
	Polish stainless steel.	x							
	Completely polish stainless steel and brass doors, door panels and kick panels.		x						
	Polish and buff linoleum floors.		x						
	Remove dust, cobwebs and insects from covings, walls, ceilings, doorways and air conditioning vents.		x						
	Wash walls.		x						
	Clean light fixture covers.			x					
	Apply appropriate floor surface restorer and high-speed buff terrazzo and vinyl floors.					x			
	Strip and seal floors.						x		
	Clean ceilings.						x		
Drinking Fountains									
	Clean according to Paragraph 7.11 of the PWS.	x							
Entrance Mats									
	Vacuum or sweep depending on type of mat.	x							
	Shampoo or hose down depending on type of mat.			x					
Janitor Storage Rooms									
	Keep supplies neatly stocked.	x							
	Remove trash.	x							
	Sweep floors.	x							

Wet/damp mop floor.	x								
Clean and disinfect utility sinks.		x							
Clean all soiled dust mops, equipment and pads.		x							
Apply appropriate floor surface restorer and high-speed buff.		x							
Clean shelves.		x							
Strip and seal floors.							x		
Wash walls.							x		
Brass/Bronze									
Remove fingerprints and smudges.	x								
Completely polish all handrails and water fountains.	x								
Polish all brass/bronze, except for Theater Level entryway overhead.			x						
Polish sides of sculptures at Overlook Level.				x					
Polish Theater Level entryway overhead.							x		
Carpets									
Vacuum.	x								
Spot clean.									x
Deep clean heavily-used areas such as in front of bottom-level theater seats, theater level lobby and around Theater Level and Exhibit Level elevators.			x						
Deep clean Exhibit Level, Overlook Level, Ticket sales area, and rest of theaters.				x					
Deep clean Counting Room.							x		
Deep clean all other carpet areas.								x	
Windows and Glass Doors									
Clean interior and exterior windows and window ledges up to two panels high (approximately 8 feet high) at all levels of Visitor Center that are accessible.	x								
Clean all glass doors.	x								
Clean interior and exterior windows at Exhibit Building.	x								
Clean exterior windows of ticket booth rooms.	x								
Clean top-of-dam windows on upstream side between Arizona and Nevada elevator towers.	x								
Clean top-of-dam windows on downstream side between the Arizona and Nevada elevator towers.				x					
Clean interior windows of top-of-dam ticket booth rooms.				x					

Wooden and Metal Doors									
	Clean fingerprints and grime.	x							
	Clean kickpanel area.		x						
	Polish brass kickpanels.		x						
Dumpster Areas									
	Monitor dumpster areas to rid area of any trash around dumpsters.	x							
	Remove liquid stains from outside of dumpsters.	x							
Parking Structure - Elevator Lobbies									
	Sweep and remove debris.	x							
	Autoscrub to remove soil and stains.		x						
	Damp mop those areas that cannot be reached with autoscrubber.		x						
Parking Structure - Stairs and Handrails									
	Wipe railings.	x							
	Sweep concrete stairs.	x							
	Sweep and spot mop throughout the day.							x	
	Hose down front stairs.		x						
	Scrub where necessary to remove stains.		x						
	Remove insects and cobwebs.		x						
	Polish front stairs brass and stainless steel railings.		x						
Parking Structure - Pedestrian Walkways, Ramps and Sidewalks									
	Remove dirt, gum, liquid spills, etc.	x							
	Pick up debris and empty trash container throughout the day.							x	
	Polish brass, aluminum and stainless steel on entrance walkways and bridges.		x					x	
Parking Structure - Gutters and Perimeters									
	Remove debris from gutters, drains, and perimeter areas that are inaccessible to tourists (includes outside, side and rear perimeters - 5 areas).				x				
Parking Structure - Floors 2 through 5 and Vehicle Ramps									
	Pick up litter and gum throughout the day.							x	
	Wipe up any oil, gas, coolant, etc., after tour hours unless the spots present a safety hazard, in which case they shall be wiped up immediately.	x							
	Wipe up any oil, gas, coolant, etc., immediately which present a safety hazard.							x	

	Sweep or blow vehicle ramps to remove litter and cobwebs.	x								
	Autoscrub to remove all oil, gas, coolants, soda spills, urine, or other liquid or solid waste without allowing any contaminants or soap to go into the drains. Empty waste into contractor-provided container.									
	Hand mop areas that cannot be reached by autoscrubber.									
Parking Structure - Bus Level										
	Pick up litter and gum throughout the day.									x
	Clean ash trays.	x								
	On Sunday, Tuesday, Wednesday and Friday nights, completely autoscrub to remove oil, gas, coolants, etc.									4 days/week
	Hand mop areas that cannot be reached by autoscrubber.									4 days/week
Parking Structure - Public Phone Area and ATM										
	Disinfect and clean equipment, walls and surfaces.	x								
Parking Structure - Plaza										
	Mop.	x								
	Autoscrub in area in front of restrooms.	x								
	Clean concrete benches and trash containers.	x								
	Throughout day police area for trash and spills, and empty trash containers as needed.	x								
	Remove debris and weeds from base area of palm trees and shrubbery.	x								
	Hose down with clear water to rid separation slots of debris and gravel. Sweep up any excess gravel.									x
	Clean plaza light stands and wall lights.									x
Visitor Center - Air Vents, Metal Louvers and Screens										
	Clean all vents, metal louvers and screens.									x
Visitor Center - Columns										
	Remove dust, handprints and scuff marks from floor level to 6 feet high.									x
	Remove dust and cobwebs from entire column.									x
	Damp wipe column up to 30 feet.									x
Visitor Center - Fabric Walls										
	Completely vacuum to ceiling. Exception: See Visitor Center - Theaters.									x
	Shampoo up to 7 feet.									x

Visitor Center - Non-Fabric Walls									
Wipe off dust, smears and fingerprints up to 7 feet high.			x						
Visitor Center - First Aid Room									
Empty, disinfect and clean trash containers.	x								
Clean and disinfect sink, counter and fixtures.	x								
Clean walls, furniture, appliances, doors, cabinets, etc., to remove fingerprints, smears and dust.	x								
Stock all dispensers.	x								
Visitor Center - Stone Tile Floors, Elevators and Spiral Stairs									
Vacuum and autoscrub floors and elevators.	x								
Clean stairs using pressure washer NTE 1500 psi.				x					
Visitor Center - Vinyl Floors									
Vacuum and mop floors. Use disinfectant in First Aid Room.	x								
Apply appropriate floor surface restorer and high-speed buff in First Aid Office and Guides Breakroom.			x						
Scrub and wax in First Aid Office and Guides Breakroom.				x					
Apply appropriate floor surface restorer and high-speed buff all vinyl floors other than First Aid Office and Guides Breakroom.						x			
Strip, seal and wax First Aid Office and Guides Breakroom, using at least three liberal coats of sealer.							x		
Strip, seal and wax all vinyl floors other than First Aid Office and Guides Breakroom.								x	
Visitor Center - Mechanical, Electrical and Pump Rooms at Mechanical Level									
Empty trash containers.	x								
Clean hard hat storage area.	x								
Vacuum and damp mop floor.			x						
Clean and polish all exposed piping and equipment except for the Electrical room.			x						
Autoscrub floor.				x					
Visitor Center - Customer Services Office Level									
Damp wipe exposed surfaces.	x								
Empty trash containers.	x								
Wipe down outside of refrigerator and lockers.				x					
Visitor Center - Hard Hat Area									
Put out needed trash bins by 8:00 a.m.	x								
Remove trash bins by 9:30 a.m.	x								

Visitor Center - Guides Breakroom									
Clean and disinfect sink and counter tops.	x								
Damp wipe all exposed surfaces.	x								
Clean coffee service area.	x								
Clean table.	x								
Restock all dispensers.	x								
Dust computer desks.	x								
Spot clean walls.	x								
Wipe down exterior of refrigerators, lockers, doors and cabinets.		x							
Visitor Center - Conference and Office Rooms									
Empty trash containers.	x								
Clean tables.	x								
Spot clean carpet.	x								
Damp wipe all exposed surfaces.	x								
Remove dust and spots from blinds.		x							
Visitor Center - Chairs									
Vacuum fabric chairs.		x							
Damp wipe leather and vinyl chairs.		x							
Shampoo fabric chairs.					x				
Clean and re-condition leather chairs.						x			
Visitor Center - High Dusting									
Remove dust and cobwebs.			x						
Visitor Center - Theaters									
Clean arm rests of theater seats.	x								
Spot clean fabric seats as needed.	x								
During tour hours, police for debris.	x								
Dust video wall.	x								
Clean projection windows.	x								
Spot clean theater seats.									Twice weekly
Clean metal parts of theater seats.		x							
Clean video wall.		x							
Vacuum fabric walls.			x						
Vacuum two prosceniums.			x						
Dust large screen.			x						
Shampoo theater seats.					x				

Visitor Center - Exhibits and Displays									
Dust all exhibits, picture frames, displays, televisions, monitors, informational structures, boat, etc.	x								
Dust ticketing and informational desks.	x								
Damp wipe and equipment and exposed surfaces. Do not allow moisture to enter display cases.	x								
Polish wood on all exhibits and desks.			x						
Visitor Center - Interior Stairwells - Theater Level to Mechanical Level, Theater Level to Customer Services Office									
Sweep stairs.	x								
Remove debris.	x								
Damp mop as needed to clean up any spills.	x								
Wet/damp mop stairs.		x							
Wipe down rails.		x							
Clean dirt and grime from walls.			x						
Clean painted kickpanels.							x		
Visitor Center - Interior Stairwell - Theater Level to Catwalk Level									
Vacuum stairs.		x							
Spot mop as needed.		x							
Visitor Center - Catwalk Level									
Vacuum carpet.			x						
Damp wipe rails.			x						
Lightly dust equipment with magnetic (anti-static) duster.			x						
Clean doors and "fingerprint" walls.			x						
Visitor Center - Exterior Stairwells									
Blow/sweep stairs and landings before 8:00 a.m.	x								
Wipe down rails.	x								
Police throughout the day to remove debris.	x								
Damp wipe wall lights.	x								
Remove dust, cobwebs and insects from walls.		x							
Hose stairs. Do not allow water to enter under the emergency door at Theater level or office door at Exhibit level.			x						
Visitor Center - Escalator Area									
Remove fingerprints, smears, water spots, and dirt from sides, front and top of escalators.	x								
Clean and polish rubber handrails and aluminum rails.	x								
Sweep escalator steps.	x								
Clean wall lights.	x								

	Clean cobwebs off walls and overhang.		x						
Visitor Center - Rolling Door									
	Wash rolling door. Do not hose down.			x					
Visitor Center - Plazas									
	Clean plaza lights, wall lamps and pole lamps.	x							
	Sweep plazas and front curb.	x							
	Wet/damp mop plaza decks.	x							
	Police throughout the day.	x							
	Hose tile and separation slots.		x						
Visitor Center - Bridge Walkway									
	Sweep, pick up trash and wipe up spills as needed throughout the day.	x							
	Wet mop urine and liquid stains.	x							
Flagpole Area									
	Sweep and wet/damp mop star map area, zodiac pedestal, stairs and ramps.	x							
	Clean marble statue base.	x							
	Clean concrete benches to remove spills, grime and gum.	x							
	Sweep walkway area to Exhibit Building.	x							
	Pick up debris in drainage trench at canyon wall.	x							
	Wet/damp mop liquid spills.	x							
	Polish brass railing.	x							
	Clean painted steel rails (handicap access ramp).		x						
	Polish plaques, zodiac emblems in pedestal.		x						
Exhibit Building - Lobby, Office, Relief Map Room, Breakroom Behind Map Room and Contractor's Breakroom									
	Sweep and mop front and side sidewalks.	x							
	Sweep and wet/damp mop floors and stairs.	x							
	Dust window and door sills and ledges.	x							
	Dust picture frames.	x							
	Clean outside areas of exhibit cases.	x							
	Dust around light fixtures.	x							
	Clean and polish desks.	x							
	Empty and clean ash trays.	x							
	Remove fingerprints and grime wherever necessary, especially on doors, door jambs and railings.	x							
	Clean and disinfect water fountain.	x							
	Clean light vents in stairs in relief map room.	x							

	Clean air vents below seating area in map room.	x								
	Wipe walls, hand railings and wooden theater chairs in relief map room.	x								
	High-speed buff lobby, relief map room and office floors.		x							
	Clean low wall in front of relief map.			x						
	Dust entire relief map surface.			x						
	Scrub and wax floors.			x						
	Deep clean carpet in Women's Restroom.			x						
	Strip, seal and wax floors in lobby, map room, office and contractor's breakroom. Use at least two liberal coats of sealer.						x			
	Wipe glass area of pictures with damp cloth. Do not let moisture get on pictures.						x			
	Clean, seal and polish marble wall in lobby.							x		
Nevada Spillway Parking Lot										
	Pick up debris and empty trash containers as needed throughout the day.	x								
Top of Dam - Abutment Stairs (from sidewalk to locked door)										
	Sweep and remove all trash.	x								
	Mop and disinfect.		x							
Top of Dam - Alcoves										
	Sweep and remove any debris and excrement and liquid stains.	x								
	Wet/damp mop with disinfectant.	x								
Top of Dam - Sidewalks & Curbs, including approximately 18 inches of gutter next to curb (Visitor Center to Arizona Spillway, both sides of road, including driveway to first intake tower on both Arizona and Nevada sides)										
	Sweep and remove any debris and excrement.	x								
	Disinfect and damp mop all liquid and urine stains.	x								
	Remove cobwebs and insects from wall light fixtures.	x								
	Police area throughout the day.	x								
	Clean lake (upstream) side of windows.	x								
	Damp wipe aluminum rails.			x						
	Clean river (downstream) side of windows.			x						
Top of Dam - Ticket Booths, First Aid Room and Storage Room Area										
	Sweep and mop tile and concrete floors.		x							

	Dust ledges, shelves and ceilings.		x						
	Clean exterior windows and frames.		x						
	Vacuum carpet.		x						
	Polish exterior brass.		x						
	Polish interior brass.			x					
	Clean interior windows and frames.			x					
	Clean carpets.							x	
	Wash inside glass of informational display case by Nevada ticket booth.								x
Top of Dam - Elevator Lobbies (Arizona and Nevada Towers)									
	Sweep and damp mop floors.	x							
	Clean ash trays.	x							
	Remove gum, grime, dust and fingerprints from doors, door jambs, walls, furniture and fixtures.	x							
	Remove dust and cobwebs from walls, ceilings, doorways, light fixtures and air conditioning vents.		x						
	Completely polish all brass.		x						
	High-speed buff floors.		x						
	Scrub and wax floors.			x					
	Strip and seal floors.						x		
	Remove light fixture covers and clean.						x		
	Clean and polish aluminum ceilings.						x		
	Clean walls with marble cleaner and apply a minimum of two coats of marble sealer.							x	
Inside Dam - Third Floor Powerhouse Elevator Lobby									
	Dust mop floors.	x							
	Remove fingerprints and grime from switch plates, doors and door frames.	x							
	Empty ashtrays.	x							
	Remove any cobwebs.	x							
	Dust top of covings.		x						
	Buff floors.		x						
	Scrub and wax floors.			x					
	Scrub and rinse wall up to six feet.						x		
	Clean outside of light fixtures.						x		
	Strip, seal and wax floors.						x		

Inside Dam - Visitor Galleries (including First Aid and Wheelchair Areas)									
Remove debris.	x								
Dust mop tunnel/gallery floors.	x								
Clean fingerprints and grime from switch plates, doors, door frames, and access panels.	x								
Clean ashtrays.	x								
Wipe down railing posts, chains and benches.	x								
High-speed buff with proper floor sealer restorer.		x							
Dust top of covings.		x							
Wipe down wall to clean off fingerprints and grime up to 6 feet high.		x							
Scrub and wax floors.			x						
Clean outside of light fixtures.						x			
Strip and seal floors, using at least three liberal coats of sealer.							x		
Wash walls and ceiling.							x		
Inside Dam - Generator Balconies (including Guides Microphone Booths) and 705 Hallway									
Remove debris.	x								
Dust mop floors.	x								
Wipe down guard rails and aluminum base.	x								
Remove fingerprints and grime from switch plates, doors and door frames, windows, and dust microphone booth equipment.	x								
Dust the base of overhead crane rails for cobwebs. Do not climb stationary ladders to dust overhead crane rails.	x								
High-speed buff with proper floor sealer restorer. On the area from microphone booths to elevator, add finish restorer when buffing floors.			x						
Vacuum couches.			x						
Wipe down wall to clean off fingerprints and grime up to 5 feet high.			x						
Dust speakers to remove cobwebs.			x						
Dust covings, air-conditioning vents, light fixtures and exit signs.			x						
Damp wipe aluminum doors, guard rails and base.				x					
Scrub and wax floors.				x					

Strip, seal and wax floors, using at least three liberal coats of sealer.								x		
Inside Dam - Stairwells (Between 3rd and 5th Floors)										
Wipe down rails and bases.	x									
Remove debris.	x									
Sweep and damp mop stairs and landings.	x									
Remove fingerprints, grime and scuff marks from walls, doors and handrails.	x									
Wipe down walls to remove dust and dirt.		x								
Remove cobwebs and insects from light fixtures and walls.		x								
Mop, rinse, and apply wax to steps and landings. Do not apply wax to safety strips.				x						
Damp wipe aluminum doors.				x						
Wash walls.				x						
Open light fixtures and clean light diffusers.				x						
Strip, seal and wax, using at least three liberal coats of sealer.								x		
Inside Dam - Adit Tunnels										
Dust mop floors.	x									
Remove debris and maintain cleanliness throughout the day.	x									
Dust off benches with damp cloth.	x									
Remove fingerprints, dust and smudge from elevator doors.	x									
Wash glass doors at entryways.		x								
Auto-scrub floors.		x								
Remove cobwebs from tunnel lights.		x								
Remove calcification crumbs/deposits by vacuuming gutters and curbs.				x						
Sweep and wet/damp mop Nevada adit storage room.				x						
Scrub and seal, using at least three liberal coats of sealer.								x		
Inside Dam - Adit Viewing Platforms (including Entrance Stairs)										
Dust mop and wet/damp mop.	x									
Apply appropriate floor surface restorer and high-speed buff.	x									
Wash interior windows.	x									
Dust window ledges.	x									
Clean display cases and pictures.	x									
Clean light fixtures to remove dust and cobwebs.		x								
Wash walls (including entrance stairs walls).		x								

Clean exterior windows.			x						
Scrub and wax floors.			x						
Damp wipe exterior railings.			x						
Strip and seal, using at least three liberal coats of sealer.						x			
Transformer Deck - Outside Ramps and Crossovers (including in front of sliding doors, around and on top of raised area in center section)									
Remove debris.	x								
Sweep the crossover ramp, raised section and both ramps to the white lines.	x								
Remove cobwebs from powerhouse glass door entryways, upstream side of entryway walls, and walls and railing of entryway on downstream side.	x								
Remove cobwebs and insects from ground grates, walls, edge of ledge, and microphone recess box on Nevada and Arizona ramps at white line.	x								
Damp wipe picnic table.	x								
Wash the powerhouse entryway glass doors.		x							

CLEANING TASK	MINIMUM FREQUENCY	SPECIFIC REQUIREMENT
AC/heating vents (Contd.)	Annually**	Clean vents.
Kitchens	Daily**	Clean sinks, countertops, walls between countertops/stoves and cabinets, stoves (external), coffee pots, refrigerator (external), cupboard doors and facings. Mop floors. Contractor is not responsible for washing dishes left in the sinks.
	Twice Daily**	Do normal daily tasks twice a day for 8th floor control room kitchen (room 807).
	Bi-monthly (6 times a year)**	Clean ovens inside and oven racks and doors. Clean inside of refrigerators. NOTE: Post sign two days before cleaning refrigerator stating that everything needs to be removed or will be thrown in trash.
Conference rooms (4)	Daily**	Straighten chairs. Dust bookshelves. Clean white boards.
	Twice Weekly**	Vacuum carpet. Spot-clean.
	Weekly**	Dust mop.
	Semi-annually**	High-speed buff with proper floor sealer restorer.
	Annually**	Dry or wet-extract clean carpets.
Trash	Daily**	Empty wastebaskets. Boxes, cans, and papers placed near wastebaskets and marked "trash" shall also be removed. Empty boxes shall be broken down before disposing in trash dumpsters.
	Weekly**	Thoroughly clean and disinfect inside and outside of restroom and kitchen containers.
Plastic desk floor mats	Weekly**	Wet mop.

* = Task shall be performed during office hours - 6:00 a.m. to 5:00 p.m.

** = Task shall be performed during non-office (heavy cleaning) hours - 5:30 p.m. to 5:30 a.m.

*** = Task may be (or may need to be) performed during both office hours and non-office hours.

All tasks performed during office hours shall be accomplished without undue inconvenience to Government personnel.

CLEANING TASK	MINIMUM FREQUENCY	SPECIFIC REQUIREMENT
Chairs/Tables	Weekly**	Dust wooden and leather chairs and tables on 7th floor "Management Row."
	Monthly**	Vacuum fabric chairs, wipe down all other chairs, wipe clean the legs.
	Semi-annually**	Clean/condition leather chairs. Condition wooden tables.
Pictures	Weekly**	Clean.
Display cases	Daily**	Wipe down wood (or polish as needed), wash glass.
	Monthly**	Clean inside.
% Entrance mats	Weekly Daily**	Vacuum or sweep daily depending on type of mat. Spot clean as needed.
	Monthly**	Shampoo or hose down depending on type of mat.
Janitor Storage Rooms	Daily***	Keep supplies neatly stocked. Remove trash. Sweep floors. Wet/damp mop floor.
	Weekly***	Clean and disinfect utility sinks. Clean all soiled dust mops, equipment and pads. Apply appropriate floor surface restorer and high-speed buff. Clean shelves.
	Semi-annually**	Strip and seal floors. Wash walls.
Doors, door frames and ledges	Monthly**	Clean.
Stairwells - Floors 5 through 8 ½	Weekly***	Wipe down rails and bases. Sweep and damp mop stairs and landings. Remove fingerprints, grime and scuff marks from walls, doors and handrails. Wipe down walls to remove dust and dirt. Remove cobwebs and insects from light fixtures and walls.

* = Task shall be performed during office hours - 6:00 a.m. to 5:00 p.m.

** = Task shall be performed during non-office (heavy cleaning) hours - 5:30 p.m. to 5:30 a.m.

*** = Task may be (or may need to be) performed during both office hours and non-office hours.

All tasks performed during office hours shall be accomplished without undue inconvenience to Government personnel.

CLEANING TASK	MINIMUM FREQUENCY	SPECIFIC REQUIREMENT
Stairwells - Floors 5 through 8 ½ (Contd.)	Monthly**	Mop, rinse, and apply wax to steps and landings. Do not polish safety strips. Damp wipe aluminum doors. Wash walls. Open light fixtures and clean light diffusers.
	Annually**	Strip, seal and wax, using at least three liberal coats of sealer.
Elevator doors	Weekly***	Remove fingerprints and grime from doors and door frames.
High dusting	Monthly**	Dust ceiling corners, light fixtures, etc.
Walls	Weekly***	"Fingerprint" where needed.
	Annually**	Wash the walls in the offices and halls to the ceiling. Wash only the walls you can reach. Do not move furniture to wash walls.
Arizona & Nevada 705 galleries	Annually**	Wash walls and ceilings.
Glass office partitions (8th floor)	Daily**	"Fingerprint."
	Weekly**	Clean glass, also the bottom edges.
8th floor drain behind Communications room 843	Twice a week***	Pour 1 gallon of vinegar down drain each week to prevent calcifying. If this drain is not kept clean of calcification, water overflows into nearby offices. The Contractor shall be responsible for cleaning up overflowing water.
Vending machines	Daily***	"Fingerprint."
	Weekly***	Clean.
Telephones	Weekly**	Clean with disinfectant.
Fans	Semi-annually**	Clean.

* = Task shall be performed during office hours - 6:00 a.m. to 5:00 p.m.

** = Task shall be performed during non-office (heavy cleaning) hours - 5:30 p.m. to 5:30 a.m.

*** = Task may be (or may need to be) performed during both office hours and non-office hours.

All tasks performed during office hours shall be accomplished without undue inconvenience to Government personnel.

2.1 Payment

Costs of performing these tasks shall be included in the unit price offered for optional line item No. 7 in the Schedules, Administrative Offices (Floors 5 through 8 ½).

Task Frequency Chart										
TE 3: Administrative Offices										
Task	Frequency									
	Daily	Weekly	Monthly	Bi-Monthly	Quarterly	Semi-Annually	Annually	As-Needed	Other	
Restrooms										
Clean to standards listed in Paragraph 7.2 of the PWS.	x									
Provide cans of deodorizers for use throughout the day.	x									
8th floor control room 809: Do normal daily cleaning tasks.										Twice daily
Wipe down ceramic or glass walls with antibacterial solution.		x								
Clean wastebaskets.		x								
Low speed buff.		x								
High speed buff.			x							
Add 1 gallon of bleach to each sink and to each floor drain.			x							
Scrub, strip and seal.							x			
Non-carpeted floors										
Wet mop any spills.	x									
Dust mop entire floor.		x								
Dust floor boards. (Exceptions: 8th floor telephone rooms and 6th floor Cable Racking Room 605. See monthly requirement below.)		x								
Dust and wet mop the three storage areas in the 6th floor Small Parts rooms 614, 616, 617				x						
Dust and wet mop 6th floor Tool rooms D, 624, 625 and 626				x						
Dust and wet mop 8th floor concrete corridor in front of the back offices				x						
Dust mop 6th floor Cable Racking room 605 (NOTE: Employees must wear hard hats while working in this room.)				x						
Wet mop all other non-carpeted floors.				x						
Buff 6th floor lunch room. (Note: Occasionally the 6th Floor Lunchroom will need to be scrubbed, waxed and buffed more often due to special functions.)				x						
Buff 7th floor assembly room and 7th floor corridors.				x						
Scrub and wax.				x						
High-speed buff with proper floor sealer restorer.				x						
Sweep and wet mop 8th floor telephone rooms.				x						

Sweep 6th floor Tool Room Storage room 627.			x						
Strip, seal and wax.								x	
Carpeted floors									
Spot clean as needed.	x								
Vacuum 7th floor Management Row offices.	x								
Vacuum 8th floor Communications Rooms 844 and 845.	x								
Vacuum 8th floor Arizona Control room 805.	x								
Vacuum all other floors that were not vacuumed daily.		x							
Dry or wet extract clean.			x						
Wooden floor - 7th floor conference room No. 737									
Dust mop.		x							
Scrub and wax.							x		
Buff.							x		
Strip and seal.								x	
Light fixtures									
Open light fixtures and clean light diffusers in the stairwells.							x		
Windows									
Dust window seals & remove any cobwebs.									Every two weeks
Wash interior windows.						x			
Window blinds									
Clean horizontal & vertical blinds.						x			
Furniture, desks, cabinets, electrical raceways, and other hard surfaces									
Dust with anti-static brushes.		x							
Dust desks and/or cabinets with cloth if they do not have objects on them.			x						
AC/Heating vents									
Dust vents.			x						
Clean vents.								x	
Kitchens									
Clean sinks, countertops, walls between countertops/stoves and cabinets, stoves (external), coffee pots, refrigerator (external), cupboard doors and facings.	x								
Mop floors.	x								
Normal daily tasks for 8th floor control room kitchen (room 807).									Twice daily
Clean ovens inside and oven racks and doors.					x				

	Shampoo or hose down depending on type of mat.			x					
Janitor Storage Rooms									
	Keep supplies neatly stocked.	x							
	Remove trash.	x							
	Sweep floors.	x							
	Wet/damp mop floor.	x							
	Clean and disinfect utility sinks.		x						
	Clean all soiled dust mops, equipment and pads.		x						
	Apply appropriate floor surface restorer and high-speed buff.		x						
	Clean shelves.		x						
	Strip and seal floors.						x		
	Wash walls.						x		
Doors, door frames and ledges									
	Clean.			x					
Stairwells - Floors 5 through 8 ½									
	Wipe down rails and bases.		x						
	Sweep and damp mop stairs and landings.		x						
	Remove fingerprints, grime and scuff marks from walls, doors and handrails.		x						
	Wipe down walls to remove dust and dirt.		x						
	Remove cobwebs and insects from light fixtures and walls.		x						
	Mop, rinse, and apply wax to steps and landings. Do not polish safety strips.			x					
	Damp wipe aluminum doors.			x					
	Wash walls.			x					
	Open light fixtures and clean light diffusers.			x					
	Strip, seal and wax, using at least three liberal coats of sealer.							x	
Elevator doors									
	Remove fingerprints and grime from doors and door frames.		x						
High dusting									
	Dust ceiling corners, light fixtures, etc.			x					
Walls									
	"Fingerprint" where needed.		x						
	Wash the walls in the offices and halls to the ceiling. (Wash only the walls you can reach. Do not move furniture to wash walls.)							x	

Arizona & Nevada 705 galleries									
Wash walls and ceilings.							x		
Glass office partitions (8th floor)									
"Fingerprint."	x								
Clean glass, also the bottom edges.		x							
8th floor drain behind Communications room 843									
Pour 1 gallon of vinegar down drain to prevent calcifying.									Twice a week
Vending machines									
"Fingerprint."	x								
Clean.		x							
Telephones									
Clean with disinfectant.		x							
Fans									
Clean.							x		

(4) A fully executed and completed copy of the provision entitled "52.212-3 Offeror Representations and Certifications--Commercial Items," located at paragraph 3. of this Part.

NOTE: To permit objective evaluation of the technical proposal, no cost or price information shall be included in the technical proposal.

1.2 Period for Acceptance of Offers

Paragraph (c) of 52.212-1 is revised as follows: The offeror agrees to hold the prices in its offer firm for 60 calendar days from the date specified for receipt of offers.

1.3 Multiple Awards

Paragraph (h) of 52.212-1 is not applicable to this acquisition. Multiple awards will not be made on this acquisition. Offerors should complete the Schedule of Services in its entirety. Offerors not providing prices for all items will be considered unacceptable and shall not be considered for award.

1.4 Availability of requirements documents cited in the solicitation

Paragraph (i)(3) of 52.212-1: The following nongovernment (voluntary) standards are referenced in the Performance Work Statement, and may be obtained from the address listed below.

ACRONYM	TITLE	ADDRESS	PHONE NOS.
ASTM	American Society for Testing and Materials	100 Barr Harbor Drive West Conshohocken PA 19428-2959 www.astm.org	(610) 832-9585 Fax: (610) 832-9555

2. 52.212-2 Evaluation--Commercial Items (Jan 1999)

(a) The Government will award a contract resulting from this solicitation to the responsible offeror whose offer conforming to the solicitation will be most advantageous to the Government, price and other factors considered. The following factors and evaluation weights shall be used to evaluate offers:

1. Total Price (35%)
2. Offeror's technical approach to the work required by this solicitation (30%)
3. Offeror's background and experience with similar projects (25%)
4. Past performance on similar projects from the past 3 years (10%)

Technical, experience and past performance, when combined, are significantly more important than price.

If an offeror has no record of relevant past performance, or for whom information on past performance is not available, the offeror will receive a neutral rating of 50% of the weight for the past performance factor. For the purposes of this solicitation, "similar projects" are considered to be janitorial services at large facilities (such as, but not limited to, casinos, office

buildings, sports facilities, etc.) which require a variety of light to heavy cleaning tasks be performed at various intervals.

(b) Options. The Government will evaluate offers for award purposes by adding the total price for all options to the total price for the basic requirement. The Government may determine that an offer is unacceptable if the option prices are significantly unbalanced. Evaluation of options shall not obligate the Government to exercise the option(s).

(c) A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice of withdrawal is received before award.

**% 3. 52.212-3 Offeror Representations and Certifications--Commercial Items (Oct 2000)
Alternate III (Oct 2000)**

[NOTE to Offerors: Paragraphs (c)(7) through (c)(9) and (f) through (g) of this provision do not apply to this solicitation. To signify this, the inapplicable paragraphs are in small print and do not need to be completed.]

(a) Definitions. As used in this provision:

"Emerging small business" means a small business concern whose size is no greater than 50 percent of the numerical size standard for the NAICS code designated.

"Service-disabled veteran-owned small business concern"--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and size standards in this solicitation.

(f) Buy American Act--Balance of Payments Program Certificate. *(Applies only if the clause at Federal Acquisition Regulation (FAR) 52.225-1, Buy American Act--Balance of Payments Program--Supplies, is included in this solicitation.)*

(1) The offeror certifies that each end product, except those listed in paragraph (f)(2) of this provision, is a domestic end product as defined in the clause of this solicitation entitled "Buy American Act--Balance of Payments Program--Supplies" and that the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

(2) Foreign End Products:

Line Item No.	Country of Origin
(List as necessary)	

(3) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(g) (1) Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program Certificate. *(Applies only if the clause at FAR 52.225-3, Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program, is included in this solicitation.)*

(i) The offeror certifies that each end product, except those listed in paragraph (g)(1)(ii) or (g)(1)(iii) of this provision, is a domestic end product as defined in the clause of this solicitation entitled "Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program" and that the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States.

(ii) The offeror certifies that the following supplies are NAFTA country end products or Israeli end products as defined in the clause of this solicitation entitled "Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program":

NAFTA Country or Israeli End Products:

Line Item No.	Country of Origin
(List as necessary)	

(iii) The offeror shall list those supplies that are foreign end products (other than those listed in paragraph (g)(1)(ii) of this provision) as defined in the clause of this solicitation entitled "Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program." The offeror shall list as other foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

Other Foreign End Products:

Line Item No.	Country of Origin
(List as necessary)	

(iv) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25.

(2) Buy American Act--North American Free Trade Agreements--Israeli Trade Act--Balance of Payments Program Certificate, Alternate I (Feb 2000). If Alternate I to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g) (1) (ii) The offeror certifies that the following supplies are Canadian end products as defined in the clause of this solicitation entitled "Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program":

Canadian End Products:

Line Item No.:	Country of Origin:
(List as necessary)	

(3) Buy American Act--North American Free Trade Agreements--Israeli Trade Act--Balance of Payments Program Certificate, Alternate II (Feb 2000). If Alternate II to the clause at FAR 52.225-3 is included in this solicitation, substitute the following paragraph (g)(1)(ii) for paragraph (g)(1)(ii) of the basic provision:

(g) (1) (ii) The offeror certifies that the following supplies are Canadian end products or Israeli end products as defined in the clause of this solicitation entitled "Buy American Act--North American Free Trade Agreement--Israeli Trade Act--Balance of Payments Program":

Canadian or Israeli End Products:

Line Item No.:	Country of Origin:
(List as necessary)	

(4) Trade Agreements Certificate. *(Applies only if the clause at FAR 52.225-5, Trade Agreements, is included in this solicitation.)*

(i) The offeror certifies that each end product, except those listed in paragraph (g)(4)(ii) of this provision, is a U.S.-made, designated country, Caribbean Basin country, or NAFTA country end product, as defined in the clause of this solicitation entitled "Trade Agreements."

(ii) The offeror shall list as other end products those end products that are not U.S.-made, designated country, Caribbean Basin country, or NAFTA country end products.

Other End Products

Line Item No.:	Country of Origin:
(List as necessary)	

(iii) The Government will evaluate offers in accordance with the policies and procedures of FAR Part 25. For line items subject to the Trade Agreements Act, the Government will evaluate offers of U.S.-made, designated country, Caribbean Basin country, or NAFTA country end products without regard to the restrictions of the Buy American Act or the Balance of Payments Program. The Government will consider for award only offers of U.S.-made, designated country, Caribbean Basin country, or NAFTA country end products unless the Contracting Officer determines that there are no offers for such products or that the offers for such products are insufficient to fulfill the requirements of the solicitation.

(h) Certification Regarding Debarment, Suspension or Ineligibility for Award (Executive Order 12549). ~~(Applies only if the contract value is expected to exceed the simplified acquisition threshold.)~~ The offeror certifies, to the best of its knowledge and belief, that--

(1) The offeror and/or any of its principals **9** are, **9** are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(2) **9** Have, **9** have not, within the three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a Federal, state or local government contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or % destruction of records, making false statements, tax evasion, or receiving stolen property; and

~~(3) 9~~ **9** Are, **9** are not presently indicted for, or otherwise criminally or civilly charged by a % government entity with, commission of any of these offenses.,~~and~~

~~(4) (i) The offeror, aside from the offenses enumerated in paragraphs (1), (2), and (3) of this paragraph (h), 9 has, 9 has not within the past 3 years, relative to tax, labor and employment, environmental, antitrust, or consumer protection laws=~~

~~(A) Been convicted of a Federal or state felony (or has any Federal or state felony indictments currently pending against them); or~~

~~(B) Had a Federal court judgment in a civil case brought by the United States rendered against them; or~~

~~(C) Had an adverse decision by a Federal administrative law judge, board, or commission indicating a willful violation of law.~~

~~(ii) If the offeror has responded affirmatively, the offeror shall provide additional information requested by the Contracting Officer.~~

**4. 1452.215-71 Use and Disclosure of Proposal Information--Department of the Interior
(Apr 1984)**

(a) Definitions. For the purposes of this provision and the Freedom of Information Act (5 U.S.C. 552), the following terms shall have the meaning set forth below:

(1) "Trade Secret" means an unpatented, secret, commercially valuable plan, appliance, formula, or process, which is used for making, preparing, compounding, treating or processing articles or materials which are trade commodities.

(2) "Confidential commercial or financial information" means any business information (other than trade secrets) which is exempt from the mandatory disclosure requirement of the Freedom of Information Act, 5 U.S.C. 552. Exemptions from mandatory disclosure which may be applicable to business information contained in proposals include exemption (4), which covers "commercial and financial information obtained from a person and privileged or confidential," and exemption (9), which covers "geological and geophysical information, including maps, concerning wells."

(b) If the offeror, or its subcontractor(s), believes that the proposal contains trade secrets or confidential commercial or financial information exempt from disclosure under the Freedom of Information Act, (5 U.S.C. 552), the cover page of each copy of the proposal shall be marked with the following legend:

"The information specifically identified on pages _____ of this proposal constitutes trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act. The offeror requests that this information not be disclosed to the public, except as may be required by law. The offeror also requests that this information not be used in whole or part by the Government for any purpose other than to evaluate the proposal, except that if a contract is awarded to the offeror as a result of or in connection with the submission of the proposal, the Government shall have the right to use the information to the extent provided in the contract."

(c) The offeror shall also specifically identify trade secret information and confidential commercial and financial information on the pages of the proposal on which it appears and shall mark each such page with the following legend:

"This page contains trade secrets or confidential commercial and financial information which the offeror believes to be exempt from disclosure under the Freedom of Information Act and which is subject to the legend contained on the cover page of this proposal."

(d) Information in a proposal identified by an offeror as trade secret information or confidential commercial and financial information shall be used by the Government only for the purpose of evaluating the proposal, except that (i) if a contract is awarded to the offeror as a result of or in connection with submission of the proposal, the Government shall have the right to use the information as provided in the contract, and (ii) if the same information is obtained from another source without restriction it may be used without restriction.

(e) If a request under the Freedom of Information Act seeks access to information in a proposal identified as trade secret information or confidential commercial and financial information, full consideration will be given to the offeror's view that the information constitutes trade secrets or confidential commercial or financial information. The offeror will also be promptly notified of the request and given an opportunity to provide additional evidence and argument in support of its position, unless administratively unfeasible to do so. If it is determined that information claimed by the offeror to be trade secret information or confidential commercial or financial information is not exempt from disclosure under the Freedom of Information Act, the offeror will be notified of this determination prior to disclosure of the information.

(f) The Government assumes no liability for the disclosure or use of information contained in a proposal if not marked in accordance with paragraphs (b) and (c) of this provision. If a request under the Freedom of Information Act is made for information in a proposal not marked in accordance with paragraphs (b) and (c) of this provision, the offeror concerned shall be promptly notified of the request and given an opportunity to provide its position to the Government. However, failure of an offeror to mark information contained in a proposal as trade secret information or confidential commercial or financial information will be treated by the Government as evidence that the information is not exempt from disclosure under the Freedom of Information Act, absent a showing that the failure to mark was due to unusual or extenuating circumstances, such as a showing that the offeror had intended to mark, but that markings were omitted from the offeror's proposal due to clerical error.

**5. 52.233-2 Service of Protest (Aug 1996) Department of the Interior (Jul 1996)
(Deviation)**

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from: Contracting Officer (Attn: LC-3130), Bureau of Reclamation, P.O. Box 61470, Boulder City NV 89006-1470.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.