PERFORMANCE WORK STATEMENT

INSTRUCTION FOR PREPARATION OF SAFE FOR DISPLAY AIRCRAFT

SECTION A – GENERAL

A. Information:

1. These requirements are designed to inspect and assess the material condition and, if need be, render safe for public display certain static display aircraft on loan from the U.S. Navy to military, government, and civilian borrowers. The National Naval Aviation Museum (NNAM), part of the Naval History and Heritage Command (NHHC), has custody of approximately 1,200 aircraft, of which 949 are on loan throughout the country. After having inspected approximately 7.4% of these static display aircraft, 45% were found to contain hazardous materials (HAZMAT) and hazardous waste (HAZWASTE) that required abatement. NHHC does not have a sufficient number of skilled personnel, nor equipment (e.g. flatbed trucks, etc.) to execute the above required tasks over multiple geographical areas. Due to the mobile nature of these inspections, aircraft maintenance depots cannot perform the work required, nor are they readily equipped as such. Therefore, all tools, support equipment, labor, and materials required to inspect, assess and make aircraft Safe for Display (including properly transporting and disposing of and/or recycling any HAZMAT OR HAZWASTE discovered during inspections/assessments) will be the sole responsibility of the contractor. NHHC has the responsibility to ascertain the condition, to encompass Safe for Display, of all aircraft under the command's cognizance. The aircraft on loan must be inspected for the following:

    a. Any HAZMAT and HAZWASTE, including, but not limited to, radioactive items (e.g. radium dials, gages, depleted uranium counter weights, etc.), fuel, or explosives. If any HAZMAT or HAZWASTE is found, all items must be identified and reported to NHHC, transported, abated, and properly disposed of IAW all applicable state and federals laws during the aircraft inspection. Upon removal and proper disposal of all HAZMAT and HAZWASTE (to include explosives), aircraft can then be certified "Safe for Display".

    b. Any defects in the material condition of the static display aircraft indicative of improper long-term maintenance and care, including, but not limited to, significantly cracked or peeling paint; structural problems with the static display aircraft, base, or supporting mechanism; or any other hazard to staff or visitors coming into normal contact with the static display aircraft.

2. Generally, any reconditioning, repairing, and refinishing will be accomplished in accordance with current OPNAV directives and instructions in a manner that does not alter the original form, design, or the historical significance of the static display aircraft. Deviations from this standard must be requested in writing and approved by NNAM. All repairs (except minor repairs detailed further in this document) require authorization by NHHC Historic Ship and Aircraft Maintenance (HSAM) and Director, NNAM. Funding for any reconditioning, major repairing, or refinishing would be allocated from external or

internal sources and only if required. Any reconditioning, repairing, and refinishing requires a separate scope of work.

3. Aircraft inspections will be executed as task orders based on the location of the aircraft. The contractor will not exceed the amount provided in a given task order without obtaining permission from the contracting officer.

4. The government will require the contractor to report each day on the job site the following information: Roster of work force personnel and plan of action for the work day.

B. References:

1. The work requirements listed herein have been developed in accordance with the following directives: DOD 4160.28, DOD 4715.27, NAVAIR 01-1A-509, NAVAR 01-1A-35, NHHCINST 5756.1 (series) Aircraft Static Display Inspection Guide, Aircraft Static Display Condition Certificate, NHHC Radiation Survey Form (or industry equivalent), NHHC Low Level Radioactive Waste Inventory form (or industry equivalent), OPNAVINST 4790.2, OPNAV M-5090.1 CH 29, NAVSUP P-724, NAVSEA OP5, applicable Aircraft Maintenance Instructions Manuals (MIM's), DLAR4145.25, Title 10 Code of Federal Regulations for Radiation Safety Protection Standards parts 19 and 20, (10CFR19.x and 10CFR20.x), 49 Code of Federal Regulations involving shipments of hazardous materials (49CFR 171-177), and other federal, state, and local laws to ensure public and environmental safety. The contract must use all applicable SOPs, instructions, and regulations in the performance of this contract.

2. If certain program and or processes are required to conduct inspections, then a process will be created and documented as soon as possible and in accordance with all NAVY, DOD, Federal, State, and Local instructions, permits, rules, regulations, and laws.

SECTION B – REQUIREMENTS

A. Inspect Material Condition of Aircraft:

1. Inspections will be done by individuals who have documented aircraft maintenance experience (civilian and/or military), with an emphasis on aircraft structures (to include fuel, hydraulic, aircraft support systems) and aircraft explosive systems (egress and ordnance). Personnel with experience in power plant systems are also required, but only for Safe for Display purposes (e.g. draining oil). Any personnel performing maintenance on Egress/Escape systems must have been vetted as Qualified/Certified by the contracted organization. An Explosive Qualifications/Certifications Program (QUAL/CERT) must also be acceptable to NHHC before any Egress/Escape system work is accomplished. Each aircraft Type/Model/Series/BuNo must be identified in writing. An example of required documentation is provided.

2. Each aircraft's material condition will be assessed and recorded according to IAW NHHC's Static Display Aircraft Inspection Guide and NHHCINST 5756.1 by competent personnel with experience in aircraft maintenance (as described above). Aircraft inspections will be coordinated between the National Naval Aviation Museum in

Pensacola, Florida and the borrower. All aircraft inspection results will be reported to NHHC Historic Ship and Aircraft Maintenance as well as the NNAM Aircraft Loan Manager.

a. Completely and thoroughly annotate the Condition Certificate IAW the Static Display Aircraft Inspection Guide which reports, in fine detail, the material condition of loaned aircraft. All blocks in the Condition Certificate will be filled out to ensure the highest degree of accuracy of reporting the material condition of loaned aircraft so that the condition of aircraft could be explained by the certificate alone.

b. Utilizing a digital camera with high resolution (a digital camera with at least 3 Mega Pixels (MP), take only required photographs set forth in the NHHC's Aircraft Static Display Inspection Guide which thoroughly and completely documents each aspect of the aircraft to include any and all defects.

c. Upload the Condition Certificates and all photos to NHHC's Aircraft Static Display SharePoint site and/or central depository (if applicable).

d. Personnel that inspect aircraft will be made available, either in person or via phone, to participate in the Static Display Aircraft Evaluation Board/Working Group held periodically to answer any questions and to express opinions regarding aircraft that were personally inspected.

B. Demilitarize all Armament Systems and Explosive Material:

1. Disarm all systems in accordance with the applicable MIM's and certify action in accordance with Aircraft Reclamation and Demilitarization Procedures sign-off sheet (provided by NNAM). Warning: Disarming, removal, and disposal must be accomplished by Qualified /Certified personnel (contractor or government) or an authorized Naval representative and annotated accordingly. Inspect/remove or render inert all:

a. Ejection seat rocket motors and related cartridges actuated devises

b. Internal/external canopy jettison systems, windows or canopy fracture systems.

c. Shielded mild detonation cords and flexible mild detonating cords.

d. Explosive devises fitted to parachute.

e. Seat survival unit explosive devise charges or pyrotechnics.

f. CADS from all external stores jettison devises from racks, missile launchers, bomb racks, and rescue hoist.

g. Guns, rounds, pyrotechnics, chaff, and flares.

h. All Munitions/Explosives found during inspection must be demilitarized in accordance with the Naval Designated Disposition Authority (DDA) instructions.

2. Aircraft intended for outdoor display must have all weapons (machine guns, cannons) removed. Only simulated weapons may be used. No weapons of any type may be loaned to non-Department of Defense (DOD) organizations.

3. The contractor will notify the COR before making any attempt to demilitarize, allowing sufficient time for any certified or authorized government personnel to travel to the site to observe, participate, or initiate if required by the COR. All equipment shall be demilitarized IAW the NNAM Aircraft Reclamation and Demilitarization Procedures (created utilizing DOD Manual 4160.28) and NAVSUP P-724 chapters 11 and 12. The NNAM Aircraft Reclamation and Demilitarization Procedures, DOD Manual 4160.28, and NAVSUP P-724 are the demilitarization standards for this effort. The NNAM Aircraft Reclamation and Demilitarization Procedures must be annotated when demilitarization is completed for NNAM verification.

NOTE: Contractor must comply with all applicable federal and local environmental, HAZMAT, and HAZWASTE laws and regulations, to include abatement, disposal, or recycling of all HAZMAT and HAZWASTE discoveries and management of removed components.

Note: All HAZMAT and HAZWASTE will be recycled or disposed of by the contractor except petroleum, oils, lubricants (POLs) that meet recycling criteria set forth by the Resource Conservation and Recovery Act (RCRA). Radioactive material disposal management is delineated in Section C – Radiation Safety.

C. Radiation Safety:

1. Radiological surveys shall be performed by the contractor and verified by the NHHC Radiation Safety Officer (RSO) on all aircraft prior to being certified Safe for Display. The contractor shall comply with all requirements/instructions/regulations regarding the radiological survey and be willing to remedy any errors, if identified by NHHC personnel, pursuant to QASP surveillance.

2. Interior of aircraft must be secured and all access prevented until each individual radiological safety survey has been completed (hand written draft survey is minimum acceptable) and reviewed by NHHC Radiation Safety Officer (RSO). All radiological surveys shall be forwarded to the NHHC RSO within 5 business days of completion of each survey. If needed, the contractor should contact the NHHC COR to clarify questions or concerns regarding radiological devices or components.

3. A radiological survey of entire aircraft shall be completed documenting all radiation sources as well as any compromised (leaking radioactivity, damaged device exposing radioactive sources, missing parts that expose radioactive source, etc…). If any components are found to show radioactive material leakage (contamination), the survey record should be brought to the attention of the NHHC COR as soon as practical. Only those radioactive materials and components which are in a ‘degraded or compromised status’ and show evidence of leakage by smear tests of the component(s) shall be removed (i.e. gauges, switches, instruments, breakers, fuses, IBIS, IBIS detectors, ice detection systems, sextants, optics, static eliminators, electron tubes, compasses, ballasting or counter weights, shielding/plating, etc.) by radiological safety qualified individuals by using or following sound health physics work practices involving ionizing radiation and contamination as well as any licensing requirements of the NRC,

agreement state license, etc…. Contractor shall submit to the COR, a plan (verbal or written plan with specific numbers of devices, items, sizes, location, etc…) for removal and storage of components, prior to removal. When approval is received (verbal or written) from the NHHC COR, all removed radiological items shall be inventoried and properly characterized as stated in paragraph 4, below.

CAUTION: IBIS DEVICES CONTAIN A STRONG IONIZING RADIATION BETA SOURCE AND ARE COVERED BY A RADIOACTIVE MATERIALS LICENSE MANAGED BY THE NAVY. THESE DEVICES REQUIRE SPECIAL HANDLING AND WILL BE RETURNED TO THE MANUFACTURER FOR DISPOSAL. WHEN FOUND, ALL IBIS DEVICES WILL BE REMOVED BY THE CONTRACTOR WHO WILL PROMPTLY NOTIFY THE NHHC COR OF ANY IBIS DEVICE FOUND INSTALLED. THE NHHC COR SHALL DIRECT THE NHHC RADIATION SAFETY OFFICER TO CONTACT THE CONTRACTOR FOR SPECIAL INSTRUCTIONS.

NOTE: The likelihood of finding an IBIS device is very low. In 2014, NHHC performed an inventory search of all helicopters known to have IBIS devices installed. IBIS devices that were found were removed and turned in to the manufacturer for disposal.

4. Proper management of radiological components due to being compromised will be managed on site as Low Level Radioactive Waste (LLRW) through method 1 or method two, explained below as approved by the NHHC COR and in accordance with stated references. Additionally, if the plan approval was verbally granted by the COR for compromised/ degraded device(s) removal, the contractor will follow-up within 2 business days of the verbal confirmation by providing a written communication (i.e. company email or memorandum) to the NHHC COR that lists the devices, location from where the devices were removed (cockpit, forward wheel well, etc. …), and aircraft identification (type, model, series, BuNo) from which the devices were removed. Proper characterization and inventory records shall include the following for each radiological device/ component to be removed:

NOTE: Characterization of radiological components is defined by noting the complete description of physical properties, radiological properties as stated in paragraphs 4.a through 4.g, below.

a. length, width, height, weight of each component or device (one device may have several components, i.e. a breaker panel may contain 7 breakers with radium 226 paint, so the characterization would be made of the breaker panel, annotating the 7 Ra-226 painted breakers meeting these characterization requirements (4a. through 4g.).

b. manufacturer markings (serial and/or part number(s), manufacturer name, stock number

NOTE: A statement that clearly shows the calculation method and steps taken to estimate the activity of each radionuclide. Moreover, statement and/ or documentation shall show any supporting notes, assumptions made, as well as type of instrument used for the calculation.

c. radionuclide of concern, with activity stated or listed for each individual component or collectively for a panel with multiple subcomponents

d. radiation levels for each device/ component: at on contact, at 15.25 cm (6 inches), at 30.5 cm (12 inches), and at 100 cm (39.5 inches); at a minimum, a radiation reading should be recorded at a distance of the length of the radionuclide on the device divided by 2 to ensure the reading represents a point source reading

e. loose surface activity (separate readings for alpha and beta) on the device (smears)

f. direct frisk activity (separate readings for alpha and beta)

g. three pictures that clearly show device(s): as installed, after removal, as bagged and labeled (contractor may annotate on the pictures as needed)

h. Method 1: The contractor shall manage the removal of compromised and degraded radiological devices and components by removing and storing the components inside the aircraft as follows:

1. Properly survey and characterize each removed component or device as stated in paragraph 4, above prior to bagging.

2. All removed items shall have padding applied to sharp edges or surfaces prior to bagging.

3. All removed items shall be double-bagged with a “J-Seal” closure of each bag.

4. Each bagged item shall be properly marked and labeled with characterization information stated in paragraph C.4, of this section.

5. Bagged items shall be stored securely inside the aircraft behind security panel(s), leaving the panel(s) unsealed, but secured by all fasteners, such that the panel(s) will be reopened by LLRW disposal broker a future date. Padding material should be applied to or inserted into the storage location prior to placing any bagged LLRW materials in the selected storage compartment or location such that the LLRW material is resting on the padding and not in direct contact of the aircraft framing or structure. A drawing of the aircraft and access panel location (and picture from appropriate distance to show relative location on the aircraft) that identifies the storage location of the LLRW shall be included with the inventory and characterization documents. The drawing must also state any required tools or devices that are required to open (and subsequently re-secure) the access panel after LLRW is removed.

6. The borrowing museum or activity SHALL NOT be shown any information regarding the storage location inside the aircraft of the LLRW.

7. Upon completion of the inspection and prior to leaving the site, the inspecting contractor, NHHC COR, or NHHC designated representative SHALL inform the borrowing museum or activity that another

subcontractor will be returning to finish(finalize) the inspection and the NNAM aircraft loan manager will notify them of the site visit timeframe.

8. The contractor must also provide all documentation to the NHHC COR in a timely manner, IAW this PWS.

i. Method 2: On a case by case basis and only when working on a military base or activity, the contractor may notify the NHHC COR of the compromised radiological components and devices which need to be removed.

1. The contractor would follow paragraph C.4.a through C.4.g of this section, as well as the steps C.4.h.1. through C.4.h.4 of Method 1.

2. The contractor shall provide the component(s) or device(s) information to the NHHC COR (or designated representative).

3. The NHHC COR will directly (or through designated representative) coordinate with the Naval Sea Systems Command Detachment Radiological Affairs Support Office (RASO) and the local military base safety office regarding the potential storage of radioactive components that are further designated for the LLRW disposal program. (Not all military bases, facilities, or activities have the capability to store and manage radioactive components.)

4. If NHHC receives approval and concurrence from RASO and the local base safety office, the NHHC COR (or designated representative) will further coordinate with the contractor and base safety office for transfer and storage, pending LLRW program disposal. The SDAIP contractor shall provide a transfer custody log as part of the deliverables section. NHHC COR will further coordinate LLRW documentation with RASO and local base safety office.

5. If NHHC does not receive approval nor concurrence from RASO and local base safety office, the contractor shall follow all aspects of Method 1, above.

D. Identification, Characterization, Transportation, Recycling and Disposal of HAZMAT and HAZWASTE:

1. Contractor is responsible for testing substances found in static displays to determine identity and viability of the compound where unknown. Contractor is also responsible for recycling or disposing of non-radioactive material determined to be hazardous or hazardous waste, including transportation to appropriate disposal or recycling facility, in accordance with applicable Environmental Protection Agency (EPA), Department of Transportation (DOT), local, state, and federal laws and regulations.

2. Examples of known substances found in static display aircraft include, but are not limited to; JP-5 fuel oil, MIL-L-83282C hydraulic oil, MIL-L-23699 and MIL-L-22851 lubricating oils, Halon 1211, MIL-PRF-87252. Contractor will be responsible for recycling or disposing of identified material in accordance with applicable federal, state, and local laws and regulations.

3. For radioactive HAZMAT and HAZWASTE, handle IAW paragraph C.

4. For munitions and explosives HAZMAT and HAZWASTE, dispose IAW paragraph B and NAVSEA OP5.

E. Security Requirements:

NOTE: There are 2 potential exceptions to securing all accesses as described in this section: (1) if radiological components were removed, bagged and stored inside the aircraft behind a panel as described above in paragraph B, Radiation Safety, and/ or (2) a borrower may have been granted an exception to locking or sealing a particular panel or access if the COR deems it necessary for Safety or Aircraft Movement. An exception (waiver) request will be in writing, submitted by the borrower, and reviewed by COR 15 days prior to the inspection team's arrival. If an exception (waiver) is granted, the approval letter / document will have the COR, NNAM Director and Contractor President / CEO signature. The approved / signed waiver paperwork will be included with the deliverables and placed in the hard binder, as described below, in paragraph R, Coordination Requirements.

1. All canopies, doors, access hatches, and access plates will be permanently sealed shut by any of the following methods to prevent unauthorized entry:

    a. Bolting through the hatch to internal crossbars placed across the opening. These can be fabricated from sturdy steel strapping or channel iron or aluminum.

    b. Riveting the door securely to the jamb section.

    c. Attaching hasp internally and securing with inside padlock.

    d. Whatever method is employed to secure doors and access hatches, the crevices remaining will be filled with caulking compound or elastic putty to prevent internal damage from rain, snow, dust, and ice. A hasp riveted in place must secure the access door that is not permanently sealed. Multiple locks (two or three) are preferable, each with a separate key or combination. This technique will reduce the possibility of unauthorized access but will provide emergency and maintenance entry for authorized personnel.

F. Prepare Power Plant for Permanent Storage:

1. Prepare engines for permanent storage. (If applicable)

2. Disconnect and drain all water and oil lines, tanks, valves, and pumps. Reconnect lines and reinstall plugs after draining. (If applicable)

3. Clean excess oil and grease from exterior components of engines. (If applicable)

G. Defueling Fuel Systems:

1. Aircraft shall be defueled and all internal/external fuel tanks, sells, pods, bladders, shall be low point drained at a minimum

    a. Defuel, low point drain, de-puddle (providing fuel cells are accessible without major component removal, i.e. wings). All fuel shall be disposed by IAW national and local regulations.

    b. Spray or seal fuel cells with an approved corrosive preventive compound as applicable (10/10 oil).

H. Fluid Removal:

1. Drain water injection systems and deicing fluids whenever found.

2. Hydraulic systems reservoirs, accumulators, high/low pressure vessels shall be drained. Cylinders and emergency brake systems shall be drained and depleted as feasible. All fluid shall be disposed of IAW national and local regulations.

I. Nitrogen Pre-charge:

1. All pressure gaseous shall be depleted and rendered inert or holding system removed.

NOTE: Contractor shall be responsible for compliance with all applicable federal and local environmental and hazardous material regulations, to include abatement and disposal of all discoveries.

J. Compressed Gas Cylinders:

1. All compressed gas cylinders rendered safe IAW DLAR4145.25, Section 8, Para E

2. Remove or deplete pressure of all fire extinguishing systems/fire bottles

K. Wing Fold:

1. Shall be in the down-locked position or folded with wing lock devices installed for display (If applicable).

L. Prepare Landing Gear:

NOTE: The borrower may be granted an exception to removal of landing gear's nitrogen charge and cylinder fluids if the display is frequently moved and damage may occur if the strut(s) are not properly inflated. If the COR deems it necessary for Safety or Aircraft Movement; the request will be in writing by the borrower and reviewed by the COR 15 days prior to the inspection team's arrival. If an exception (waiver) is granted, the approval letter / document will have the COR, NNAM Director and Contractor President / CEO signature. The approved / signed waiver paperwork will be included with the deliverables and placed in the hard binder, as described below, in paragraph R, Coordination Requirements.

1. Release high pressure gas from shock struts, all high/low pressure accumulators and blow down bottles in a safe matter IAW MIMs, technical directives, and all Navy and Occupational Safety and Health Administration (OSHA) guidance and instructions.

2. Check all tires for excessive wear and adjust pressure as required. If tires are excessively degraded where inflation is not possible, note this discrepancy in material condition documentation.

3. Secure all retractable landing gear in the down position with positive lock devices. Tail hook nitrogen pre-charge depleted and tail hook should be secured (If applicable). In the case of landing gear is in the up and locked position, ensure gear cannot be lowered by locking gear doors with patch. If possible, secure landing gear with cable(s) to structure system. Verify the gear handle is in the corresponding position and the landing gear linkage is intact. Report and document condition on the conditional inspection criteria block 24 (other), take picture(s) of repair and notify QAE/TPOC ASAP.

M. Prepare Hydraulic Systems:

1. Dissipate hydraulic system pressure and release air from hydraulic accumulators IAW MIMs, technical directives, and all Navy and Occupational Safety and Health Administration (OSHA) guidance and instructions. (If applicable)

2. Disconnect and drain all hydraulic reservoirs, valves and pumps. Reconnect and reinstall drain plugs after draining. (If applicable)

N. Prepare Oxygen Systems:

1. All pressure gaseous or liquid oxygen system cylinders and converters shall be disconnected, drained, and rendered inert or removed. (If applicable)

2. Stow all oxygen mask, bottles, and hoses. Remove all oxygen masks from aircraft displayed outside and store in a secure area conducive to preservation. (If applicable)

3. Install dust plugs in filler valves and recharge hoses. (If applicable)

O. Prepare Electrical Systems:

1. Remove all aircraft batteries and dispose of through authorized sources and procedures.

2. Remove dry cell batteries from frequency meters and other equipment. (If applicable)

3. Ensure the radioactive status of the circuit breakers is known prior to proceeding (review Section B Paragraph C in its entirety for proper radiation safety protocols and compliance). If circuit breakers are found to be radioactive, do not pull them, and immediately notify the on-site QAE. This work area shall be secured until a review of the radiation safety surveys has been completed. NNAM will review the radiation survey of the circuit breakers in question, and provide assistance with problems. Do not pull radioactive circuit breakers open, as deteriorated radium paint may be scattered in

the process to create possible hazards. (if applicable) Otherwise, All non-radioactive breakers (white plastic shank type breakers) shall be pulled open."

NOTE: Contractor shall be responsible for compliance with all applicable federal and local environmental and hazardous material regulations, to include abatement and disposal of all discoveries.

P. Prepare Electronics Systems:

1. Leave all electronic equipment that is not reclaimed installed on the aircraft.

2. Radioactive materials have been removed or certified to contain acceptable levels (as delineated in Section B - Radiation Safety Requirements) by a qualified radioactive materials survey technician (if applicable).

Q. Miscellaneous Utilities:

1. Remove bottles from all fire extinguishing systems, dissipate and reinstall. After verification of all cylinders and bottles, label the item(s) as empty, inert and date verified. Document on conditional certificate block 24, take pictures and notify the QAE/TPOC ASAP. Caution: Insure all chemicals are disposed of in accordance with established State and Government policies (e.g. halon). (If applicable)

2. Drain and clean entire drinking water system. (If applicable)

3. Drain, clean, and reinstall coffee jugs and water jugs. (If applicable)

4. Clean and treat lavatory and relief facilities. (If applicable)

R. Classified Findings:

1. During the inspection(s), if suspected classified equipment is found, the contractor will notify the QAE immediately. A determination action will be made by the COR via the QAE and NNAM. Work will stop on the suspected items. The area will be quarantined until the COR determines the course of action.

2. After deliberations, the suspected equipment will be turned-in to the local ASD or DLA agency by the QAE with a receipt for the COR. No other personnel will be involved or handled the equipment unless granted by the COR or these listed agencies.

S. Coordination:

1. Deviation from the procedures outlined in the attachment must be requested in writing and require written approval from the COR prior to deviation.

2. No aircraft will be renovated, reconfigured, have markings changed, BuNo altered, parts added, parts removed or replaced as part of a planned restoration effort without prior written approval from the NNAM.

3. Each day, a listing of workers, hours expended on each Type/Model/Series (T/M/S/)/BuNo.

4. Each job completion, a detailed report on Display worked, HAZMAT and HAZWASTE found, total maintenance hours spent on T/M/S, and total workers' man-hours.

T. Discrepancies:

1. Discrepancies that impact **Safety, Environment and or Damage to the Display or Property** will be annotated on the conditional inspection as major and the Program Manager will inform the on-site QAE immediately. Minor on –site temporary maintenance repairs will be performed as part of this contract to ensure compliance with the program scope as noted in bold print. Major repairs (full-scale) will be the responsibility of the borrower.

2. The Program Manager, QAE and COR will determine if a full scale or temporary repair is needed. If determined as a Major (full-scale), the borrower and NNAM will be notified. The area will be roped off and marked as closed to public access for Safety. The contractor will provide a written description of the discrepancy (s) and provide an impact statement if not corrected.

3. In addition, the contractor will draft a proposed written solution(s)/recommendation of the repair (temporary and or full-scale). If the QAE, PM and COR agree on-site, the temporary action is to proceed as agreed. Finally, before and after pictures (action taken) will be performed. All listed parties will sign in agreement. If additional work hours are needed for a full-scale repair due to an emergency impact on **Safety, Environment and or Damage to the Display or Property;** the contractor will provide a cost estimate to the COR prior to starting any full-scale repair.

    a. Example of Major (full-scale repair) discrepancies

        - Unsafe landing gear
        - Major spar, flight control or fixture falling off or not installed on plane
        - Large wind screen/canopy repair
        - Large panel advanced corrosion and cannot open due to environmental exposure
        - Crack or damage to plane surface requiring repair or replacement
        - Graffiti requiring excessive removal or large scale area
        - Bare metal or neglected paint peeling
        - Advanced corrosion requiring removal/treatment/prime and paint
        - Replacement or fabrication of missing covers and panels
        - Missing gas cap or component needed to protect display
        - Electrical lighting (if required or utilized)
        - Podium or stanchion repairs
        - Unsafe podium or stanchion(s)
        - Unsafe propeller (requires sling to remove)
        - Large area painting or corrosion removal
        - Mold removal or wash evolution

- Replacement of tires

NOTE: Must be annotated on conditional Inspection as “Major” and comment made on conditional inspection report.

b. Example of Minor (Included in contract) discrepancies

- Patches for small holes which water intrusions as noted
- Aluminum tape for a temporary patch (paint must match plane scheme)
- Missing fasteners for keeping the display intact per contract
- Repairing existing covers (stop drilling cracks and attaching to plane)
- Braces for movable flight controls (rudder/ailerons/flaps/speed brakes/ect…)
- Seal and paint to match surface, borescope access holes made by the contractor
- Missing or needed Safety Wiring of any discrepancy (Security/Safety)
- Glue or adhesive for sealing panels or stopping leaks found missing or cracked
- Minor metal bends or cracks which can be sealed, patched or fabricated
- Minor cracked lens, canopy or plexiglas which can be stop-drilled and/or sealed
- Patches or locking devises to hold down canopy shell or close access doors
- Safety streamers made from cloth (missing landing gear or safe for flight)
- Missing safety sign or warning on airplane (temporary)
- Covering of graffiti by means of paint or solvent
- Small hole, cavity or void which can be “bondo” or metal patched (Close proximity paint scheme required)
- Stop drills or holes to allow for low point water drainage
- Wipe or removal of minor dirt or grime by a small rag
- Cable to secure Arresting gear and or locking device

NOTE: Must be annotated on conditional Inspection as “Discrepancies” and with comments per the Aircraft Static Display Inspection Guide. The discrepancies will be noted as minor (m) or major (M) in the category block. Time to affect minor repairs should not take more than 2 hours per aircraft.

SECTION C – LABOR CATEGORIES

LABOR CATEGORY	FUNCTION DESCRIPTIOM
Project Manager	• Has the primary responsibility for performing, coordinating and/or overseeing the inspections/work onsite, whether it is alone, or with the assistance of mechanics and/or workers. He/she has the overall responsibility to ensure work is completed and all deliverables per sections B and D of this SOW are complete and delivered. For Safe for Display, he/she will provide, in writing, that NNAM Aircraft DEMIL Check List & Sign-off Sheet,” is complete there by certifying aircraft “Safe for Display”. Furthermore, he/she is responsible for coordinating all external

	services needed to execute the Requirements section (Section B) of this SOW. Additionally, and if specifically requested by NHHC, he/she will conduct the material inspection of aircraft (section B, paragraph A) and enter all data (condition inspection certificate and pictures) into database. • The Project Manager is responsible for supplying the workforce with the correct maintenance manuals (Type/Model/Series) in support of inspection. Personnel must have at least 10 years of experience in aircraft maintenance management (military experience preferred).
Aircraft Mechanic	• Has the primary responsibility for conducting inspections and work on aircraft whether it is alone, or with the assistance of other mechanics and/or workers. Specifically: • Execute all inspections and work required in Section B of this contract, utilizing all required references, manuals and check lists. • Ensure all HAZMAT and HAZWASTE(to include explosives) referenced in Section B are abated and disposed of IAW all local, state and national environmental laws and regulations • Complete documentation of process on "Aircraft DEMIL Check List & Sign-off Sheet" and maintenance log. • Personnel must have 7-10 years as a technical, hands-on aircraft maintenance technician with an emphasis on structures (military experience preferred). Personnel must have licenses to operate support equipment (e.g. JLG lift)
Aircraft Mechanic Worker	Assist the Aircraft Mechanic in any way shape or form required to execute the tasks required of this SOW. Possess licenses for all applicable support equipment required to execute tasks of this SOW. Be trained and thoroughly familiar with all HAZMAT and HAZWASTE procedures of this effort. Personnel should have 4 years of experience as a technical, hands-on aircraft maintenance technician (military experience preferred).
Aircraft Mechanic Helper	Assist the Aircraft Mechanic in any way shape or form required to execute the tasks required of this SOW. Tasks include, but not limited to, mechanical/logistical support for inspections, clean-up following inspections and other efforts deemed necessary by Project Manager and Aircraft Mechanic.
Radiation Safety Technician / Officer	Has qualifications commensurate with the type and level of radiological work as stated in Section B Requirements – Radiation Safety: - 5 to 7 years of experience in handling and working around radioactive materials; - knowledge of federal, state, local regulations for handling the materials, including short and long term disposition as well as disposals; - 5 to 7 years of experience in radiation safety WRT ensuring others are safe working around these types of materials; - Research and obtain proper ionizing radiation survey and detection instruments commensurate with the radiological survey and radionuclide identification requirements stated in Section B – Requirements for Radiation Safety; - Through work, education, or both, possess sufficient knowledge and application of concepts of radiation protection principles involving risks, shielding, personnel protective equipment, storage (packaging, sealing), safeguarding, labeling, posting, instrumentation for detection and

	measurements, ionizing radiation survey techniques involving dose and contamination (alpha, beta, gamma radiation), waste management (regulations, characterizations, shipping, reporting); - Be able to perform calculations to perform duties as listed with at least 30 semester hours in health physics, engineering, radiological science, chemistry, physics, biology, mathematics, calculus, or appropriate other education that ensures understanding of sciences applicable to health physics as stated; The primary responsibility of using sound health physics work practices to perform radiological safety surveys of aircraft. Specifically, the technician will: - For each aircraft, properly perform ionizing radiation safety survey for all sources of ionizing radiation; - For each source of ionizing radiation, document alpha, beta, gamma radiation as appropriate to determine any leakage of radioactive material(s) by using appropriate survey methods of loose surface and fixed contamination levels; - Determine whether or not the aircraft is safe for other personnel to work in, on, or around; - Abate all radioactive components identified as degraded, damaged, and/or leaking IAW this PWS and; - Ensure disposals of all abated radiological components are in compliance with Section B, Radiation Safety Requirements.

SECTION D – DELIVERABLES AND PROGRESS

The Contractor shall develop, with consultation from the Contracting Officer's Representative (COR), and provide thorough and detailed deliverables that shall be in editable and searchable versions of Microsoft Office of the latest Government versions. Documentation content and format shall be completed in accordance with customer requirements. Deliverable requirements are as follows:

Deliverables	
Kick-off Meeting	The contractor will develop a Plan of Actions and Milestones (POA&M) for the effort's Staffing Plan. This must occur within two weeks of award and be submitted electronically to the Contracting Officer and Contracting Officer's Representative (COR). Additionally, the contractor shall meet with the appointed COR and any additional technical POC's within one week after the submission of this POA&M to ensure that proper coordination is accomplished.
Safe for Display Certification	The contractor will certify that each individual aircraft has met the above criteria and is safe for display, issuing this certification, electronically (CD and upload to website if applicable) and hard copy binder. The contracting officer's representative will review and deliver to the National Naval Aviation Museum for permanent storage of the certification. This shall occur as work is completed, but the certification for each aircraft is due one month after the contractor has left the site and notified the COR that the work is complete for that site. Example of Safe for Display Certification provided and shall include the following: • A binder, with the "Safe for Display" certificate as the front page shall be delivered for each aircraft inspected and shall include: • A certifying statement by a competent individual (contractor) that the aircraft is "free" of all non-radioactive HAZMAT and HAZWASTE; • List of all HAZMAT and HAZWASTE removed (by category)

	• A list of inspection milestones (listed in chronological order) of aircraft inspection actions. • A completed, thoroughly annotated and signed by competent/qualified individual(s) (contractor) the NNAM Aircraft Safe for Public Display Checklist & Certification / Aircraft Reclamation and Demilitarization Procedures Checklist; • A completed, thoroughly annotated and signed by competent/qualified individual(s) (contractor) the Condition Inspection Certificate with all the required pictures set forth in NHHC Condition Inspection Guide; • A completed, thoroughly annotated and signed by competent/qualified individual(s) (contractor) the Radiation Survey Form NHHCINST 6470.11 (series) or industry equivalent; • A certifying statement signed by competent and qualified contractor-employed individual(s) that radioactive components (gauges, switches, dials, markers, ballasts, coatings, etc...) showing signs of leakage, disrepair, damage, deterioration, or are otherwise compromised have been removed and stored for future disposal as delineated in the Section B – Radiation Safety Requirements of this PWS. • A statement listing that all applicable MIMs, instructions, procedures were used to make aircraft safe for display. If local procedures had to be developed, copies of those procedures will be provided for all work, including performance of radiological surveys; • All HAZMAT (non-radioactive) abatement and remediation documentation including shipping manifests and bills of lading. This includes disposal and turn-in receipts for each non-radioactive HAZMAT and HAZWASTE item removed from the aircraft; • "Safe for Display" certificate and all aforementioned accompanying documentation is due one month after the contractor has left the site and notified the COR that the work is complete for that site; • CDs of all pictures and copies of documents shall be included in the folder. The Safe for Display Certificate shall be filled out with the identical attention to detail shown in the enclosed example.
Monthly Status Report	Detailing accomplishments, issues, remedies, and next steps. Report is due five business days after the end of the month. The report will be delivered electronically to the Contracting Officer's Representative (COR). The report will detail any aircraft worked on, what if anything was removed from the aircraft
Radiation Safety Reports and Records	Ionizing radiation safety survey to detail ionizing radiation surveys as delineated in Section B Requirements – Radiation Safety Low Level Radioactive Waste (LLRW) characterization inventory records as delineated in Section B Requirements – Radiation Safety Aircraft drawing or diagram (and picture) showing location of LLRW with specified tools to open storage access panel as delineated in Section B Requirements – Radiation Safety Custody transfer logs as delineated in Section B Requirements – Radiation Safety

Work Force Hiring and Qualifications during the contract	Every employed worker will have their resume reviewed by the COR prior to contact with NNAM displays. All Labor categories will have their Type/Model/Series qualifications approved prior to working on the job site. Qualification standards for the contractor and its employees will be annually reviewed by the QAE each October while the contract is in force.

SECTION E – CONTINGENCIES

This section of the work statement includes contingencies to SECTION F - LOCATION OF WORK, on a case by case basis, as determined by the Government. There may arise a short-notice inspection where the aircraft to be inspected is not located in the current inspection zone. The contractor will schedule the SDAIP, following all Sections A through D of the PWS. The contractor further agrees to complete the inspection(s) within the timeframe of 3 months.

SECTION F – LOCATION OF WORK

Subject to change based on advance notice by the COR, the work is to be performed at various locations across the United States where aircraft have been loaned. The funding will be issued by task orders for specific locations, as defined below. The contractor will not exceed the amount provided for a task order without obtaining permission from the contracting officer.

Please see the attached copy of the remaining aircraft and their corresponding locations which is attached to this draft Performance Work Statement (PWS). The charts below will be filled in when the final PWS has been created.

STATE	CITY	HULK	SMALL	MEDIUM	LARGE	XLARGE

SIZE CLASS BREAKDOWN BY MODELS:

HULK	SMALL	MEDIUM	LARGE	X-LARGE

Non-Disclosure

All contractors requiring clearances or otherwise requiring access to sensitive information must sign non-disclosure agreements to ensure that this information is not shared beyond what is required for government business. In addition, neither the contractor nor its employees may use information learned in the performance of the above work for private gain.

Technical Point of Contact:

Roger W. Raber, Jr.
Special Assistant, Historic Ship and Aircraft Maintenance
Naval History and Heritage Command
805 Kidder Breese Street SE
Washington Navy Yard, D.C. 20374

Office: (202)433-9696
Work cell: (202)500-9972

Contractor Unclassified Access to Federally Controlled Facilities, Sensitive Information, Information Technology (IT) Systems or Protected Health Information.

Homeland Security Presidential Directive (HSPD)-12, requires government agencies to develop and implement Federal security standards for Federal employees and contractors. The Deputy Secretary of Defense Directive-Type Memorandum (DTM) 08-006 – "DoD Implementation of Homeland Security Presidential Directive – 12 (HSPD-12)" dated November 26, 2008 (or its subsequent DoD instruction) directs implementation of HSPD-12. This clause is in accordance with HSPD-12 and its implementing directives.

Applicability. This text applies to contractor employees requiring physical access to any area of a federally controlled base, facility or activity and/or requiring access to a DoN or DoD computer/network/system to perform certain unclassified sensitive duties. This clause also applies to contractor employees who access Privacy Act and Protected Health Information, provide support associated with fiduciary duties, or perform duties that have been identified as National Security Position, as advised by the command security manager. It is the responsibility of the responsible security officer of the command/facility where the work is performed to ensure compliance.
Each contractor employee providing services at a Navy Command under this contract is required to obtain a Department of Defense Common Access Card (DoD CAC). Additionally, depending on the level of computer/network access, the contract employee will require a successful investigation as detailed below.

Access to Federal Facilities. Per HSPD-12 and implementing guidance, all contractor employees working at a federally controlled base, facility or activity under this clause will require a DoD CAC. When access to a base, facility or activity is required contractor employees shall in-process with the Command's Security Manager upon arrival to the Command and shall out-process prior to their departure at the completion of the individual's performance under the contract.

Access to DOD IT Systems. In accordance with SECNAV M-5510.30, contractor employees who require access to DoN or DoD networks are categorized as IT-I, IT-II, or IT-III. The IT-II level, defined in detail in SECNAV M-5510.30, includes positions which require access to information protected under the Privacy Act, to include Protected Health Information (PHI). All contractor employees under this contract who require access to Privacy Act protected information are therefore categorized no lower than IT-II. IT Levels are determined by the requiring activity's Command Information Assurance Manager.

Contractor employees requiring privileged or IT-I level access, (when specified by the terms of the contract) require a Single Scope Background Investigation (SSBI) or T5 or T5R equivalent investigation, which is a higher level investigation than the National Agency Check with Law and Credit (NACLC)/T3/T3R described below. Due to the privileged system access, an investigation suitable for High Risk national security positions is required. Individuals who have access to system control, monitoring, or administration functions (e.g. system administrator, database administrator) require training and certification to Information Assurance Technical Level 1, and must be trained and certified on the Operating System or Computing Environment they are required to maintain. Access to sensitive IT systems is contingent upon a favorably adjudicated background investigation. When access to IT systems is required for performance of the contractor employee's duties, such employees shall in-process with the Navy Command's Security Manager and Information Assurance Manager upon arrival to the Navy command and shall out-process prior to their departure at the completion of the individual's performance under the contract.

Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The decision to authorize access to a government IT system/network is inherently governmental. The contractor supervisor is not authorized to sign the SAAR-N; therefore, the government employee with knowledge of the system/network access required or the COR shall sign the SAAR-N as the "supervisor."

The SAAR-N shall be forwarded to the Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date.

When required to maintain access to required IT systems or networks, the contractor shall ensure that all employees requiring access complete annual Information Assurance (IA) training, and maintain a current requisite

background investigation. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

Interim Access. The Command's Security Manager may authorize issuance of a DoD CAC and interim access to a DoN or DoD unclassified computer/network upon a favorable review of the investigative questionnaire and advance favorable fingerprint results. When the results of the investigation are received and a favorable determination is not made, the contractor employee working on the contract under interim access will be denied access to the computer network and this denial will not relieve the contractor of his/her responsibility to perform.

Denial or Termination of Access. The potential consequences of any requirement under this clause including denial or termination of physical or system access in no way relieves the contractor from the requirement to execute performance under the contract within the timeframes specified in the contract. Contractors shall plan ahead in processing their employees and subcontractor employees. The contractor shall insert this clause in all subcontracts when the subcontractor is permitted to have unclassified access to a federally controlled facility, federally-controlled information system/network and/or to government information, meaning information not authorized for public release.

Contractor's Security Representative . The contractor shall designate an employee to serve as the Contractor's Security Representative. Within three work days after contract award, the contractor shall provide to the requiring activity's Security Manager and the Contracting Officer, in writing, the name, title, address and phone number for the Contractor's Security Representative. The Contractor's Security Representative shall be the primary point of contact on any security matter. The Contractor's Security Representative shall not be replaced or removed without prior notice to the Contracting Officer and Command Security Manager.

Background Investigation Requirements and Security Approval Process for Contractors assigned to National Security Positions or Performing Sensitive Duties.

Navy security policy requires that all positions be given a sensitivity value based on level of risk factors to ensure appropriate protective measures are applied. Contractor employees under this contract are recognized as Non-Critical Sensitive [ADP/IT-II] positions when the contract scope of work require physical access to a federally controlled base, facility or activity and/or requiring access to a DoD computer/network, to perform unclassified sensitive duties. This designation is also applied to contractor employees who access Privacy Act and Protected Health Information (PHI), provide support associated with fiduciary duties, or perform duties that have been identified as National Security Positions. At a minimum, each contractor employee must be a US citizen and have a favorably completed NACLC or T3 or T3R equivalent investigation to obtain a favorable determination for assignment to a non-critical sensitive or IT-II position. The investigation consists of a standard NAC and a FBI fingerprint check plus law enforcement checks and credit check. Each contractor employee filling a non-critical sensitive or IT-II position is required to complete:

· SF-86 Questionnaire for National Security Positions (or equivalent OPM investigative product)
· Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
· Original Signed Release Statements

Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date. Background investigations shall be reinitiated as required to ensure investigations remain current (not older than 10 years) throughout the contract performance period. The Contractor's Security Representative shall contact the Command Security Manager for guidance when reinvestigations are required.

Regardless of their duties or IT access requirements ALL contractor employees shall in-process with the Command's Security Manager upon arrival to the command and shall out-process prior to their departure at the completion of the individual's performance under the contract. Employees requiring IT access shall also check-in and check-out with the Navy Command's Information Assurance Manager. Completion and approval of a System Authorization Access Request Navy (SAAR-N) form is required for all individuals accessing Navy Information Technology resources. The SAAR-N shall be forwarded to the Navy Command's Security Manager at least 30 days prior to the individual's start date. Failure to provide the required documentation at least 30 days prior to the individual's start date shall result in delaying the individual's start date.

The contractor shall ensure that each contract employee requiring access to IT systems or networks complete annual Information Assurance (IA) training, and maintain a current requisite background investigation. Contractor employees shall accurately complete the required investigative forms prior to submission to the Command Security Manager. The Command's Security Manager will review the submitted documentation for completeness prior to submitting it to the Office of Personnel Management (OPM); Potential suitability or security issues

identified may render the contractor employee ineligible for the assignment. An unfavorable determination is final (subject to SF-86 appeal procedures) and such a determination does not relieve the contractor from meeting any contractual obligation under the contract. The Command's Security Manager will forward the required forms to OPM for processing. Once the investigation is complete, the results will be forwarded by OPM to the DoD Central Adjudication Facility (CAF) for a determination.

If the contractor employee already possesses a current favorably adjudicated investigation, the contractor shall submit a Visit Authorization Request (VAR) via the Joint Personnel Adjudication System (JPAS) or a hard copy VAR directly from the contractor's Security Representative. Although the contractor will take JPAS "Owning" role over the contractor employee, the Command will take JPAS "Servicing" role over the contractor employee during the hiring process and for the duration of assignment under that contract. The contractor shall include the IT Position Category per SECNAV M-5510.30 for each employee designated on a VAR. The VAR requires annual renewal for the duration of the employee's performance under the contract.

Background Investigation Requirements and Security Approval Process for Contractors assigned to or Performing Non-Sensitive Duties.

Contractor employee whose work is unclassified and non-sensitive (e.g., performing certain duties such as lawn maintenance, vendor services, etc. ...) and who require physical access to publicly accessible areas to perform those duties shall meet the following minimum requirements:
· Must be either a US citizen or a US permanent resident with a minimum of 3 years legal residency in the United States (as required by The Deputy Secretary of Defense DTM 08-006 or its subsequent DoD instruction) and
· Must have a favorably completed National Agency Check with Written Inquiries (NACI) or T1 investigation equivalent including a FBI fingerprint check prior to installation access.

To be considered for a favorable trustworthiness determination, the Contractor's Security Representative must submit for all employees each of the following:
· SF-86 Questionnaire for National Security Positions (or equivalent OPM investigative product)
· Two FD-258 Applicant Fingerprint Cards (or an electronic fingerprint submission)
· Original Signed Release Statements

The contractor shall ensure each individual employee has a current favorably completed National Agency Check with Written Inquiries (NACI) or T1 equivalent investigation, or ensure successful FBI fingerprint results have been gained and investigation has been processed with OPM

Failure to provide the required documentation at least 30 days prior to the individual's start date may result in delaying the individual's start date.

* Consult with your Command Security Manager and Information Assurance Manager for local policy when IT-III (non-sensitive) access is required for non-US citizens outside the United States.