

# **RFP AAC-18-005**

## **Statement of Work**



### **LIFE SUPPORT AREA**

**Pacific Spaceport Complex Alaska (PSCA)**

**14 July 2017**

## 1.1 Purpose

The Alaska Aerospace Corporation has a requirement pursuant to a contract with the Missile Defense Agency (MDA) to provide realistic deployment scenarios and support to customers coming to and utilizing infrastructure at the Pacific Spaceport Complex; Alaska (PSCA).

This Request for Proposal (RFP) identifies the contractor tasks required to provide a Life Support Area (LSA), to include temporary living quarters, meals, Morale, Welfare, and Recreation (MWR), and the required support for the personnel utilizing the infrastructure at and who are required to be housed on the Pacific Spaceport Complex Alaska (PSCA), Kodiak Island, Alaska.

The PSCA currently has an existing building pad that may be available for use for this LSA; however, proposals to provide the LSA required by this RFP are not limited to this existing building pad but must be located on property considered part of the PSCA. Proposals for the location of the LSA may include (1) the existing pad identified in figures #1 and #2; or (2) other available area on the current PSCA leased area; or (3) an area proposed to become part of the PSCA. Any location chosen other than the existing LSA site must be certified as acceptable by a wetland certification specialist. If proposals are submitted under the latter method, such proposal must include a detailed description how the location for the LSA is proposed to become part of the PSCA; further, such proposals for this latter method may be subject to approval from the MDA and the Alaska Aerospace Corporation (AAC) Board of Directors, whose approval is not guaranteed.

## 1.2 Applicable Documents

The following regulations, criteria, and codes are incorporated by reference:

Number	Description
FED-STD 795	Architectural Barriers Act (ABA) – revised 2008, implemented as Federal Standard FED-STD 795
42 U.S.C. 12101 et seq	Americans with Disability Act of 1990 (ADA) and as amended
<b>Unified Facilities Criteria (UFC)</b>	
UFC 1-200-01	General Building Requirements
UFC 1-201-01	Non-Permanent DoD Facilities in Support of Military Operations – Sept 2012-Draft
UFC 3-210-02	POV Site Circulation and Parking
UFC 3-230-01	Water Storage, Distribution and Transmission
UFC 3-230-03	Water Treatment
UFC 3-240-01	Wastewater Collection
UFC 3-250-01FA	Pavement Design for Roads, Streets, Walks, and Open Storage Areas
UFC 3-250-18FA	General Provisions and Geometric Design for Roads, Streets, Walks and Open Storage Areas
UFC 3-310-04	Seismic Design for Buildings
UFC 3-400-10N	Mechanical Engineering, with Change 1
UFC 3-410-01FA	Heating, Ventilating, and Air Conditioning, with Change 4
UFC 3-520-01	Interior Electrical Systems, with Change 2
UFC 3-530-01	Design: Interior and Exterior Lighting and Controls, with Change 2
UFC 3-600-01	Fire Protection Engineering for Facilities, with Change 3
<b>Other codes</b>	
<b>IBC 2012</b>	<b>International Building Code 2012</b>

IEC 60364	International Electro-technical Commission's International Standard on Electrical Installations of Buildings
IPC 2012	International Plumbing Code 2012
NFPA 30	Flammables & Combustibles
NFPA 70	National Electric Code
NFPA 72	National Fire Alarm and Signaling Code
NFPA 101	Life Safety Code
NFPA 780	Standard for the Installation of Lightning Protection Systems

In the event of a code or regulation conflict, the more stringent requirement or rule shall be followed. No asbestos containing materials shall be used.

## 2.0 Life Support Area

The contractor shall furnish all parts, labor, tools, materials, and transportation necessary to prepare the site, assemble, operate, dismantle the LSA, and return the site to the pre-deployment condition. The LSA shall be operational in order to support occupancy from 9 April 2018 through 15 July 2018.

During the period of occupation, the contractor shall provide custodial, janitorial, catering, maintenance, and support staff. Peak occupancy, by month is estimated in the table below. The contractor shall also provide fifty (50) dedicated parking spaces for occupant use and five (5) parking spaces for mini-buses.

Month (2018)	Estimated Peak Occupancy (Individuals)	Notes
March	0	One week shut down (30 Mar- 7 Apr)
April	Fewer than 50	
May	80-100	
June	165	Option for 30 Additional
July	165	Option for 30 Additional
August	0	

## 2.1.Housing

The contractor shall provide the following:

- 2.1.1. Temporary, hard-walled, single occupancy rooms with bathroom and one window to house up to one hundred and eighty (180) personnel. This includes fifteen (15) for contractor staff but if additional staff are required, the contractor shall provide rationale to support the occupancy quantities.
  - 2.1.1.1. Option to support thirty (30) additional units for test personnel totaling two hundred-ten units (210). This includes original fifteen (15) for the contractor staff, but no additional staff accommodations. If the option is exercised, then it will be executed concurrently with this task order. Total peak occupancy would rise to 195. The contractor shall provide rational for additional staff if required.
- 2.1.2. Window screens fitted and installed for all operable windows with blinds or curtains
- 2.1.3. Individual rooms which shall include:
  - 2.1.3.1. Environmental controls to maintain room at a temperature of 72-76 degrees Fahrenheit
  - 2.1.3.2. Lockable doors with a physical key (no touch pad)

- 2.1.3.3. Twin bed with reading lamp
- 2.1.3.4. Hanging clothes storage container
- 2.1.3.5. 3-gallon trash can with liners
- 2.1.3.6. Alarm clock
- 2.1.3.7. Dresser and mirror
- 2.1.3.8. Four (4) 20 Amp/120 Volt electrical outlets
- 2.1.3.9. Writing area at least 36" wide x 24" deep
- 2.1.3.10. Chair
- 2.1.3.11. Desk lamp
- 2.1.3.12. Toilet
- 2.1.3.13. Sink
- 2.1.3.14. Shower
- 2.1.3.15. 24-inch flat screen Television, 1080P, coax input, two HDMI inputs, with stands and cable/satellite television

2.1.4. Communal use items:

The contractor shall provide:

- 2.1.4.1. Eight (8) hair dryers (available upon request)
- 2.1.4.2. Three (3) common area refrigerators
- 2.1.4.3. Two (2) common area microwaves

2.1.5. Towels and bed linens which shall be provided at check-in and exchanged once per week during each stay. This shall include:

- 2.1.5.1. Two (2) towels
- 2.1.5.2. Two (2) washcloths
- 2.1.5.3. One (1) pillow
- 2.1.5.4. One (1) pillowcase
- 2.1.5.5. One (1) fitted sheet
- 2.1.5.6. One (1) top sheet
- 2.1.5.7. Two (2) blankets
- 2.1.5.8. One (1) mattress cover

2.1.6. Minimum of five (5) rooms and associated bathroom facilities shall be wheelchair accessible.

2.1.7. Housing management office staffed from 0700-2200 Sunday-Friday

- 2.1.7.1. Occupants may request additional linens (extra blanket, pillow, and pillowcase etc.) at the housing office during business hours (or additional consumables (as referenced in 2.1.12.5)
- 2.1.7.2. The contractor shall establish a process for people to reserve rooms by phone or on-line, check-in and out, and report issues to the housing management office
- 2.1.7.3. The contractor shall establish a process for after-hours check-in and checkout

2.1.8. Maintenance of all contractor provided equipment and facilities to include pest control for common pests of the local area

2.1.9. No-cost self-serve laundry facilities with twenty (20) washers and twenty (20) dryers, detergent, and tables for folding. Six (6) irons and ironing boards shall be available.

2.1.10. Sufficient hot and cold water to accommodate one hundred (100) simultaneous showers.

- 2.1.11. Daily custodial, janitorial, and trash removal services for the MWR and common area rest rooms
  - 2.1.11.1. Sweeping and mopping floors
  - 2.1.11.2. Empty trash cans, replace liners
  - 2.1.11.3. Light dusting of all common area surfaces
  - 2.1.11.4. Clean sinks and toilets
  
- 2.1.12. Weekly housekeeping, janitorial, and trash removal services for individual rooms
  - 2.1.12.1. Sweeping and mopping floors
  - 2.1.12.2. Empty trash cans, replace liners
  - 2.1.12.3. Linen exchange consisting of: sheets, towels, wash cloths, pillowcase
  - 2.1.12.4. Clean sinks, toilets and showers
  - 2.1.12.5. Replace consumables (toilet paper, soap, shampoo, conditioner) before they are empty
  
- 2.1.13. Convenient access to basic cleaning equipment (e.g. clean mop and bucket, broom, dustpan, and extra trash can liners) to be located in each hall / floor / wing for occupant use in between weekly room service. Also need to have a near-by location identified to dispose of trash.
  
- 2.1.14. Security Requirements:
  - 2.1.14.1. Perimeter fence with a height of seven (7) feet with full concealment from exterior sources
  - 2.1.14.2. Controlled entry
  - 2.1.14.3. Single guard position/post
  - 2.1.14.4. Locked entry gate for pedestrians. Drive-thru entrance gate for vehicles (two wings) with lock capability. Gates shall be located near the guard post for controlled entry.
  - 2.1.14.5. Security cameras to be able to view all exterior sides of building plus a camera observing the entrance to the site. Ability to view and control all security cameras from the security room. Ability to view LSA camera feeds from Alpha Site and Launch Site.
  
- 2.1.15 Issue Support:
  - 2.1.15.1 The contractor shall identify work reception location or telephone number for 24/7 use. The contractor shall also respond to trouble calls involving serious life, safety, or health issues within one (1) hour and remain on-site until repairs are completed. AAC shall provide a definition of “serious life, safety, or health issues” as part of their proposal prior to occupancy.
  
- 2.1.16 Work Requests:
  - 2.1.16.1 The contractor shall respond to routine work requests no later than the next business day. The contractor shall also replace light bulbs and other routine items as needed.
  
- 2.1.17 Occupant Changeover:
  - 2.1.17.1 The contractor shall clean each room when each visitor departs per 2.1.12 above, in addition, the mattress pad and all linens and consumables shall be exchanged as part of occupant changeover.

## **2.2. Utility Support (Electrical/Water/ Waste Water/ Fuel/ Solid Waste)**

- 2.2.1 The contractor shall provide the following: Electrical power, potable water, wastewater, domestic hot water, fuel (oil/gas if used) and solid waste disposal service necessary to operate the LSA.

- 2.2.1.1. This includes contracts with utility providers, all labor and material necessary for service extensions or the establishment of stand-alone systems if connections to public utilities are not available. (Connection to existing power, fiber, potable water and greywater disposal on PSCA may be possible depending on the location of the selected site.)

## 2.3. Dining Facility

The contractor shall provide

### 2.3.1. General

The government will provide the required hours for meal service thirty (30) days prior to arrival. Estimates are as follows:

1. Breakfast: 0630-0800 hours
2. Lunch: 1130-1300 hours
3. Dinner: 1730-1900 hours

Extended lunch and/or dinner hours may be required based on mission day window. The dining hall shall be open between the stated hours of operations.

### 2.3.2. Kosher Kitchen Specifications

2.3.2.1. *Contractor shall provide one kosher kitchen.* Contractor shall acquire and maintain kosher certification from the Union of Orthodox Congregations throughout the period of performance. The contractor shall consult with a representative of the Union of Orthodox Congregations during the planning / design phase. The government will provide a kosher chef and the required staff. Kosher kitchen shall include the following:

2.3.2.2. *Inventory of Kitchen Items and Separation for Kosher Requirements:*

2.3.2.2.1. Separate sets of dishes, pots, silverware, serving dishes, bread trays and saltshakers shall be provided for separation of meat and dairy kosher kitchen. The contractor shall color-code the meat and dairy dishes. Traditionally red for meat, blue for dairy. These different sets shall be kept in separate cabinets. The contractor shall provide separate sets of draining boards, draining racks, dish sponges, scouring pads, dishtowels, and tablecloths. Dish soap, cleanser, and scouring pads used for dishes and pots must be certified kosher.

2.3.2.2.2. Color-code all utensils. The contractor shall mark utensils that look similar for both meat and dairy, such as knives, ladles or wooden spoons. The contractor shall distinguish between such utensils by having a different color or design, or paint a line on the handles according to the color scheme. Plastic tape, color-coordinated signs, or paint of the same color may be used to mark other items.

2.3.2.3. *Kitchen Surfaces and Appliances:*

2.3.2.3.1. The separation of meat and dairy shall be maintained throughout the kitchen

2.3.2.3.2. The sink: Separate stainless steel sinks for washing dishes and preparing foods shall be provided. If the two sinks are adjoining, there shall be an effective separation between them so that no water or food splashes from one sink to the other. There shall be separate dishpans and slightly elevated racks under the dishpans for both meat and dairy.

2.3.2.4. *Tables:* A table can be used at different times for meat and dairy if different tablecloths or placemats are utilized. A new table or a table surface that was koshered can be used for one category, and a tablecloth or placemats used for the other.

2.3.2.5. *Countertops:* Designate separate countertops or work areas for meat and dairy.

2.3.2.6. *Refrigerators and Freezers:* These may be used for all food types. However, separate areas shall be designated for meat and dairy foods. Sometimes a shelf or the door of the refrigerator or freezer is kept for dairy. If dairy is kept on a shelf inside the refrigerator,

the shelf shall be covered with aluminum foil or a plastic liner to prevent leakage onto other foods. If dairy drips on the foil, the foil shall be carefully removed and replaced. Similar care shall be taken with meat products inside the refrigerator.

- 2.3.2.7. *Portable Electric Broilers:* These must be used for either meat or dairy exclusively, because they cannot be properly koshered.
- 2.3.2.8. *The Stove Top:* Separate stoves for dairy and meat shall be maintained.
- 2.3.2.9. *The Oven and Broiler:* Separate ovens, broilers, microwaves, and toaster ovens shall be maintained.
- 2.3.2.10. *Small Appliances:* An electric mixer, blender or grinder do not require a separate motor in order to be used for meat and dairy. Separate attachments are required if the appliance is to be used for more than one food type (meat, dairy, or pareve (edible substances that contain neither dairy nor meat ingredients)). Even when using separate attachments, the machine shall be cleaned well on all sides after each use.
- 2.3.2.11. *Dishwashers:* Separate dishwashers shall be maintained

### 2.3.3. Meal Service

- 2.3.3.1. The contractor shall provide the following:
  - 2.3.3.1.1. Breakfast, lunch, and dinner meals with multiple food options per meal.
  - 2.3.3.1.2. Common dining area with seating for ninety (90) personnel simultaneously
  - 2.3.3.1.3. Four (4) 48-inch flat screen LED flat screen televisions, 1080p, coax input, two HDMI inputs, with stands and cable/satellite television services in the dining facility with each television situated for viewing throughout the dining facility
  - 2.3.3.1.4. Ensure that food services conform to established commercial standard for restaurants and hotels
    - 2.3.3.1.4.1. The contractor shall operate food services program in accordance with applicable food safety standards.
    - 2.3.3.1.4.2. The establishment shall obtain prior to, and maintain throughout the performance period, a certificate of recognition from the Alaska food service establishment recognition program (18 AAC 31.925)
    - 2.3.3.1.4.3. If applicable the dining establishment shall also secure and maintain Kodiak Island Borough food service certification
  - 2.3.3.1.5. Beverage service at each meal consisting of: potable water, assorted soft drinks with ice, 2% milk, coffee, hot water, and tea (black and green) bags
  - 2.3.3.1.6. Consumable products and assorted condiments for guest use
  - 2.3.3.1.7. Box lunch/dinner upon request
- 2.3.3.2. Male and female restrooms outside of, but adjacent to the dining facility, each capable of supporting three patrons simultaneously shall be provided. If electric hand dryers are used in lieu of paper towels they shall be of the high-speed type.
- 2.3.3.3. Simple paper towels not powered by electricity shall be available for the use on Shabbat.
- 2.3.3.4. The contractor shall work with the government provided chef for setup and procurement of kosher food.
  - 2.3.3.4.1. Contractor shall make sure warming ovens are available for Shabbat use to keep the food that was prepared beforehand warm to be served on Shabbat. (\*\*this is something the kitchen crew can work the details for).

### 2.3.4. Kosher Food

- 2.3.4.1. The contractor shall ensure purchase, delivery, and approved storage of all food.
- 2.3.4.2. The contractor shall work with the government provided chef and staff to plan meals and ingredients. Food preparation and service will be executed by government provided chef

personnel. The contractor will assist as required.

- 2.3.4.3. All pre-packaged kosher food will be certified (Circle U or Circle U Dairy). Fresh vegetables and fruit do not require kosher certification. Pareve foods shall be kept separate from meat and dairy products' containers. Pareve foods shall not be stored in shared containers, processed on meat or dairy equipment nor shall additives be used.
- 2.3.4.4. Food shall be purchased through government approved vendors such as Carr's Grocery, but not limited to Carr's Grocery.

## **2.4. Commercial Internet**

(It may be possible for the contractor to connect to existing fiber depending on the location of the site.)

The contractor shall provide:

- 2.4.1. Wireless commercial internet in the LSA common areas and living quarters
- 2.4.2. Internet services capable of uploading and downloading at a minimum of 150MB/ sec
- 2.4.3. Network support at a minimum of two hundred (200) wireless devices simultaneously

## **2.5. Telephone Service**

(It may be possible for the contractor to connect to existing telephone depending on the location of the site.)

The contractor shall also provide:

- 2.5.1. One (1) telephone in each hall, wing, or floor of the lodging area for occupant use
- 2.5.2. One (1) telephone for the kosher kitchen trailer
- 2.5.3. Four (4) telephones in MWR areas
- 2.5.4. One (1) telephone in the Medical office

All telephones in the facility shall be capable of local area dialing to include, but not limited to 911, the contractors work reception number, and the housing office. The contractor shall post placards with the four (4) aforementioned numbers and instructions for credit card dialing next to each telephone.

## **2.6. Morale Welfare and Recreation (MWR)**

### **2.6.1. Recreation Area**

2.6.1.1. The contractor shall provide the following property for MWR use in the recreation area(s). Items shall be replaced as they wear out or are consumed:

- 2.6.1.1.1. Two (2) microwave ovens, with a capacity  $\geq 1.6$  ft<sup>3</sup>
- 2.6.1.1.2. Two (2) full size (>23ft<sup>3</sup>) refrigerator/freezers
- 2.6.1.1.3. Two (2) pool tables with cues, racks, balls, and chalk
- 2.6.1.1.4. One (1) folding ping pong table on locking casters with paddles, balls, and net
- 2.6.1.1.5. Two (2) 55-inch LED flat screen televisions, 1080p, coax input, two HDMI inputs, and stands
- 2.6.1.1.6. Cable/satellite television services for televisions
- 2.6.1.1.7. Two (2) Blu-ray/DVD/CD players
- 2.6.1.1.8. Two (2) full-size sofas
- 2.6.1.1.9. Two (2) love seats
- 2.6.1.1.10. Minimum of sixteen (16) 20 Amp/120 Volt electrical outlets shall be installed around the perimeter of recreation area
- 2.6.1.1.11. Potable water in the recreation area
- 2.6.1.1.12. Kitchen Sink ( $\geq 30$  inches) with hot and cold water mounted in a counter at least 8 feet long with storage underneath



- 2.6.1.1.13. Twenty (20) folding chairs
  - 2.6.1.1.14. Three (3) 6 feet long folding tables
  - 2.6.1.1.15. Two (2) 30-gallon trashcans with lids and liners emptied daily
  - 2.6.1.1.16. Hot water, cups, coffee bags (black and instant) and tea (black and green) bags
- 2.6.1.2. The MWR recreation area does not have to adhere to kosher standards

## 2.6.2. Exercise Area

2.6.2.1. The contractor shall provide the following:

- 2.6.2.1.1. One (1) environmentally controlled area to maintain room at a temperature of 72-76 degrees Fahrenheit for use as an exercise room.
- 2.6.2.1.2. One (1) 48-inch LED flat screen television, 1080p, coax input, two HDMI inputs, and stand.
- 2.6.2.1.3. Six (6) barbells
- 2.6.2.1.4. Two (2) plate trees containing:
  - 2.6.2.1.4.1. Eight (8) 45lb plates
  - 2.6.2.1.4.2. Eight (8) 35lb plates
  - 2.6.2.1.4.3. Ten (10) 10lb plates
- 2.6.2.1.5. One (1) Olympic flat bench
- 2.6.2.1.6. Five (5) treadmills
- 2.6.2.1.7. Two (2) elliptical machines
- 2.6.2.1.8. One (1) 30-gallon trashcan with lids and liners emptied daily
- 2.6.2.1.9. Rubber matting or otherwise protect the floor against damage from dropped weights
- 2.6.2.1.10. Three (3) cycling machines
- 2.6.2.1.11. Six (6) riding bicycles with helmets

## 2.6.3. Business Center

2.6.3.1 The contractor shall provide a space where individuals can conduct business. The business area shall include the following:

- 2.6.3.1.1. Desks for two (2) positions
- 2.6.3.1.2. Internet access
- 2.6.3.1.3. Photo copying
- 2.6.3.1.4. Two (2) Laserjet Printers
- 2.6.3.1.5. One (1) Fax machine

## 2.6.4. Synagogue

2.6.4.1 The contractor shall provide an appropriate room size 10 x 17 feet suitable for thirty (30) people.

- 2.6.4.1.1. The room shall have benches or chairs and tables.
- 2.6.4.1.2. Three (3) closets with dimensions of 2.6 wide x 1.3 deep x 7.8 tall feet on the Eastward facing wall of the synagogue
  - 2.6.4.1.2.1. One closet shall contain two (2) horizontal shelves at equal distances within the closet
  - 2.6.4.1.2.2. The remaining two (2) closets shall contain four (4) horizontal shelves at equal distances within the closet

## 2.6.5. Medical Room

2.6.5.1 The contractor shall provide a basic room for medical use. The room shall include:

- 2.6.5.1.1. Desk with 2 chairs
- 2.6.5.1.2. Internet access
- 2.6.5.1.3. Examination table
- 2.6.5.2 Quantity of power outlets and other nonstandard outlets will be provided within thirty (30) days of contract award.
- 2.6.5.3 All other medical supplies and equipment will be provided by the government. The government will provide a licensed Medical Doctor.

2.6.6 Storage

- 2.6.6.1 The contractor shall provide a storage room with shelves; standard 20 foot ISO container or equivalent storage capacity

**2.7. Vending:**

- 2.7.1. Sufficient Vending and ice machines will be located at the LSA.
- 2.7.2. The contractor shall operate a small store. This would include common personal use items for sale to the occupants on an individual pay as you go basis. Hours of operation and items for sale are the prerogative of the contractor.
  - 2.7.2.1. Items could include:
    - 2.7.2.1.1. Light prepackaged kosher and non-kosher meals
    - 2.7.2.1.2. Hot and cold beverages: coffee, tea
    - 2.7.2.1.3. Snacks
    - 2.7.2.1.4. Personal hygiene products

**2.8. Deliverables:**

2.8.1. The contractor shall provide the following Contract Data Requirements List (CDRLs) items:

CDRL	Title	Subtitle
A005	Technical Report – Study / Services	<ul style="list-style-type: none"> <li>• Monthly Status Report</li> </ul>