

PERFORMANCE WORK STATEMENT TEMPLATE UPDATE

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CEMP-CED

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Performance Work Statement (PWS) and evaluation criteria standardization for Military Munitions Response Program (MMRP) Remedial Investigation (RI)/Feasibility Studies (FS).

1. PURPOSE: This memorandum establishes Interim Guidance requirements for developing and issuing a request for proposal (RFP) for the execution of a Formerly Used Defense Sites (FUDS) MMRP RI/FS.
2. APPLICABILITY: These requirements are applicable to all U.S. Army Corps of Engineers (USACE) elements engaged in FUDS MMRP projects.
3. REFERENCES:
 - a. ER 200-3-1, Formerly Used Defense Sites Program Policy.
 - b. Munitions Response Quality Assurance Project Plan (MR QAPP) Toolkit Module 1: Remedial Investigation/Feasibility Study.
 - c. PWS RI/FS template FINAL V1.5.



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PWS TEMPLATE



- ❖ RIFS PWS Template was reviewed and approved in FY20.
- ❖ RIFS PWS Template executed in FY21
- ❖ Worksheets 10 & 11





PWS TEMPLATE OBJECTIVES



- ❖ Provide consistency in scope
- ❖ Reflect the process defined in the MR-QAPP
- ❖ Simplify development of a PWS
- ❖ Provide clearer project objectives for proposal development
- ❖ Help meet our goal of RI to DD within 5 years
- ❖ Provide flexibility to handle uncertainty and reduce cost risk



PWS TEMPLATE NOTE #1



You have reached the new home of SAM.gov, an official website of the U.S. government.
There is no cost to use this site.

SAM.gov has merged with beta.SAM.gov. All content from both sites is now here at SAM.gov. This is the official site for registering to do business with the federal government. Registration on this site is free.

All of the functions below are now on this site:

From SAM.gov

- **Entity registration**
- **Exclusions**
- **Entity reporting (SCR and BioPreferred)**
- **Disaster response registry**

From beta.SAM.gov

- **Contract opportunities**
- **Contract data reports**
- **Wage determinations**
- **Assistance listings**
- **Federal hierarchy**

Help resources can be found in the SAM.gov help section or by going directly to FSD.gov. You can search the FSD knowledge base anytime or request help from an FSD agent Monday–Friday 8 a.m. to 8 p.m. ET.



PWS TEMPLATE NOTE #1 (CONT'D.)



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ARMY CONTRACTOR MANPOWER REPORTING - ARMY SERVICE CONTRACT REPORTING

- The contractor shall submit manpower reporting data relating to the performance of services contracts into the System for Award Management, consistent with existing service contract reporting requirements under FAR Subpart 4.1703 which meet the reporting threshold.
- “SAM.gov incorporated a usability recommendation to display SCR reporting links to users with proper roles to access them. Unauthenticated users and non-federal users without roles to the searched entity will no longer see a Reports section displayed. Federal users and users with roles for the entity continue to have access to the Service Contract Report (SCR) and BioPreferred Report sections.” (from SAM.gov)
- For more info on Army Service Contractor Reporting see:
<https://sam.gov/content/entity-reporting>



PWS TEMPLATE NOTE #2

Attachment 1
List of Deliverables and Review Schedule
(All days are business days)

Deliverable	PDT Review	Comment Resolution	EM C ITR	Comment Resolution	Regulatory Review	Comment Resolution
Meeting minutes for Kickoff phone conference	5	5	NR	NR	NR	NR
Project Management Plan, including proposed schedule	15	15	NR	NR	NR	NR
Community Relations Plan	15	15	NR	NR	NR	NR
Systematic Planning Process meeting materials	10	10	NR	NR	NR	NR
Abbreviated Accident Prevention Plan (if required)	5	5	NR	NR	NR	NR
UFP-Quality Assurance Project Plan Worksheet #9	15	15	NR	NR	22	15
Public Meeting Materials	5	5	NR	NR	NR	NR
UFP-Quality Assurance Project Plan and Appendices	22	22	15	22	44	22
Dive Plan	15	15	NR	NR	NR	NR
Explosives Site Plan ¹	15	15	15	15	NR	NR
Initial Geographic Information System Files	15	15	NR	NR	NR	NR
Quality Control Seed Plan	15	15	NR	NR	NR	NR
Daily Quality Control Reports	5	5	NR	NR	NR	NR
Instrument Verification Strip Technical Memorandum	NR	NR	NR	NR	NR	NR
Target Selection Memorandum	5	5	NR	NR	NR	NR
Site Preparation Technical Memorandum	5	5	NR	NR	NR	NR
Daily Report or Debris Recovered	5	5	NR	NR	NR	NR
Instrument Assembly Checklist	5	5	NR	NR	NR	NR
Weekly Quality Control Reports	5	5	NR	NR	NR	NR
Daily Field Reports	NR	NR	NR	NR	NR	NR
Weekly Status Reports	NR	NR	NR	NR	NR	NR
Geophysical Data	15	15	NR	NR	NR	NR
Project Quality Control Database	15	15	NR	NR	NR	NR
Data Validation Report	15	15	NR	NR	NR	NR
Anomaly List	15	15	NR	NR	NR	NR
Course-Over-Ground	NR	NR	NR	NR	NR	NR
Visual Sample Plan Output (reports and figures)	15	15	NR	NR	NR	NR
Data Usability Report	15	15	NR	NR	NR	NR
Munitions Response Site Characterization Technical Memorandum	15	15	NR	NR	NR	NR
Updated Conceptual Site Model	15	15	NR	NR	NR	NR
Worksheet #17 Addendum	15	15	NR	NR	NR	NR
Seeding Memorandum	15	15	NR	NR	NR	NR
Database	15	15	NR	NR	NR	NR
Disposal Reports	15	15	NR	NR	NR	NR
Anomaly Resolution Report	15	15	NR	NR	NR	NR
Detailed Characterization Technical Memorandum	15	15	NR	NR	NR	NR
Remedial Investigation Report	22	22	22	22	44	22
Feasibility Study	22	22	15	15	44	15
Proposed Plan ²	15	15	15	15	44	15
Proposed Plan Meeting Transcripts ³	15	15	15	15	44	15
Decision Document ⁴	15	15	15	15	44	15
Administrative Record	15	15	NR	NR	NR	NR
Final Geographic Information System Files	15	15	NR	NR	NR	NR

NR = Not Required

Italics indicates deliverable is listed in the MR-QAPP Toolkit Module 1, which may be combined and delivered as necessary.

¹ Assume an additional 66 days subsequent to resolution of EM CX comments on the Explosives Site Plan to account for USATCES and DDESB review and approval.

² For the Proposed Plan, subsequent to EM CX review, assume: 25 days for Major Subordinate Command (MSC) review, 15 days for comment resolution, 15 days for Department of the Army Headquarters/HQUSACE review, 15 days for comment resolution.

³ Proposed Plan meeting transcripts are not reviewed as a deliverable but must be included with the Decision Document during the review process.

⁴ For the Decision Document, subsequent to regulatory review, assume 25 days for MSC review, 15 days for comment resolution, 15 days for HODA/HQUSACE review, 15 days for comment resolution.



Attachment 1:

List of deliverables & Review Schedule

- Currently Contractor & DC review cycles for each step are covered in a single time period.
- Delays in contractor review may result in insufficient time for DC backcheck, or project deadlines sliding to accommodate DC time needed to complete their review.
- These will be split into separate review periods for CTRs & DCs.

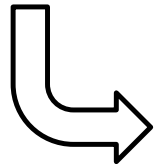


PWS TEMPLATE NOTE #3



❖ CLINs

❖ FFP – FFUP – CPFF



Up to each District/Design Center



PWS TEMPLATE NOTE #4



EPA/DOD MOU Mandates

- **A permanent record including:**
 - Digitally recorded geophysical data, georeferenced to the maximum extent practical
 - A clear audit trail of pertinent data, analysis, and decisions
- **Full project costs must be considered:**
 - All costs for activities that flow from the initial geophysical investigation must be considered (these costs can be more than the actual geophysical investigation).

DoD and EPA Management Principles for Implementing Response Actions at Closed, Transferring, and Transferred (CTT) Ranges
7MAR2000

DERP Manual

- **Administrative Record must include:**
 - Data gathered to characterize an MRS (including geophysical sensor data that is digitally recorded and geo-referenced) accompanied by a clear audit trail of pertinent analyses and resulting decisions.
- **When analog is used:**
 - “Where collecting digitally recorded, geo-referenced, geophysical sensor data is impractical or unwarranted, the installation shall forward a memorandum documenting the determination to the DoD Component Secretariat; the memorandum shall be included in the AR.”

DERP Manual Chapter 7(a)(1)(a)(3)(c)



PWS TEMPLATE NOTE #4 (CONT'D)



April 2017 FUDS Memo “Advanced Geophysical Classification (AGC) Implementation at Formerly Used Defense Sites (FUDS) Military Munitions Response Program (MMRP) Projects”

- ❖ AGC is the preferred method
- ❖ PDTs shall consider AGC as the standard in all phases
- ❖ Geophysics contractor must be DAGCAP accredited
- ❖ Project will include a USACE geophysicist



PWS TEMPLATE NOTE #4 (CONT'D)

MR-QAPP Toolkit 1: Uses & Limitations of Analog Technology

Analog geophysical tools should not be used for munitions response activities:

- Analog tools do not represent the best available science for most applications
- They do not provide a permanent, auditable record of the data
- Analog data is not repeatable
- Rigorous QC measures are not possible
- Available QC measures are less precise than those for digital methods, and rigorous QC measures are not possible



PWS TEMPLATE NOTE #4 (CONT'D)



MR-QAPP Toolkit 1 RI/FS: Uses & Limitations of Analog Technology – A Summary

“For these reasons, except in rare cases where threatened or endangered vegetation or difficult terrain precludes the use of digital tools. Furthermore, when using analog technology and making analog data publicly available, project teams must disclose the uses and limitations of the data; specifically, the probability of detection is inferior to that achieved using digital methods and the manner in which coverage is assessed is qualitative and subjective.”



PWS TEMPLATE NOTE #4 (CONT'D)



Uses and Limitations of Analog Technology (pg 5)

Summary: Because of significant developments in geophysical technology during the past ten years, analog tools currently do not represent the best available science for most applications. Specifically, they **do not provide a permanent, auditable record** of the data, and **do not generate data capable of being substantially reproduced**. **Developing rigorous QC measures** capable of continuously assessing operator performance **is not possible**, and **QC measures available are less precise than those for digital methods**. For these reasons **analog geophysical tools should not be used** for munitions response activities, **except in rare cases where threatened or endangered vegetation** or difficult terrain precludes the use of digital tools. Furthermore, **when using analog technology and making analog data publicly available, project teams must disclose the uses and limitations of the data; specifically, the probability of detection is inferior to that achieved using digital methods and the manner in which coverage is assessed is qualitative and subjective.**



PWS TEMPLATE NOTE #4 (CONT'D)



- ❖ Text stating “use AGC to the maximum extent possible” will be replaced with more specific language in the PWS, such as “AGC will be used on at least 80% of the MRS.” MMDCs will be expected to spend sufficient time during pre-PWS planning to ensure this estimate is reliable.
- ❖ Contractors should be prepared to spend the time necessary during the site visit to inform themselves of site conditions and their capabilities to meet project objectives.
- ❖ Digital magnetometers (e.g., Geometrics 838) should be deployed in areas where project teams have defaulted to analog magnetometers.



TEMPLATES FOR THE FUTURE



- ❖ Update the RI/FS Template (FY22 start)
- ❖ Develop Remedial Action PWS Template
- ❖ Continually document and apply lessons learned



THANK YOU!



Thank you to the contracting community and MMDC's for their input, feedback and continued support of making contracting a better process!



QUESTIONS & FEEDBACK

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