AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE OF PAGES	
J	1	125

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO.(If applicable)
0002	23-Jan-2018	W45XMAFY18GATEATTENDANTS	

6. ISSUED BY CODE W9126G

US ARMY ENGINEER DISTRICT, FORT WORTH
ATTN: CESWF-CT
819 TAYLOR ST, ROOM 2A17
FORT WORTH TX 76102-0300

7. ADMINISTERED BY (If other than item 6) CODE

See Item 6

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)

CODE FACILITY CODE

X	9A. AMENDMENT OF SOLICITATION NO. W9126G18Q0003
X	9B. DATED (SEE ITEM 11) 20-Dec-2017
	10A. MOD. OF CONTRACT/ORDER NO.
	10B. DATED (SEE ITEM 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

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

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

12. ACCOUNTING AND APPROPRIATION DATA (If required)

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

[ ] A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

[ ] B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).

[ ] C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

[ ] D. OTHER (Specify type of modification and authority)

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

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

This is a Post-Solicitation Amendment to W9126G18Q0003 To extend the solicitation period to 06 February 2018 10:00AM CST. SEE SF30 CONTINUATION PAGE FOR A COMPLETE LIST OF ALL OF THE GATE ATTENDANT PARK LOCATIONS AFFECTED BY THIS AMENDMENT.

QUOTE DUE DATE WILL BE 06 FEBRUARY 2018 10:00AM CST.

Point of Contacct (POC): Daisy Ciarlariello, Contract Specialist (817) 886-1051, Daisy.Ciarlariello@usace.army.mil

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

15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) TEL: EMAIL:	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED 23-Jan-2018

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

Amd#02 This is a Post Solicitation Amendment to W9126G18Q0003 to extend the solicitation period to 06 February 2018 10:00AM CST for the park locations listed below. **ALL OTHER PARK GATE ATTENDANT LOCATIONS HAVE BEEN AWARDED.**

QUOTES FOR THE LOCATIONS LISTED BELOW ARE DUE 06 FEBRUARY 2018 10:00AM CST.

A COMPLETE PACKAGE MUST BE SUBMITTED FOR A QUOTE TO BE CONSIDERED. Please remember to provide the two (2) past performance questionnaires required in the solicitation. Also, please acknowledge the solicitation and all amendments.

Point of Contact (POC): Daisy Ciarlariello, Contract Specialist (817) 886-1051, **Daisy.Ciarlariello@usace.army.mil**

EXTENDED GATE ATTENDANT LOCATIONS ARE AS FOLLOWS:

1) **Taylor Park Shift A, Granger Lake**
2) **Taylor Park Shift B, Granger Lake**
3) **Jim Hogg Park Shift A, Lake Georgetown**
4) **Jim Hogg Park Shift B, Lake Georgetown**
5) **Russell Park Shift A, Lake Georgetown**
6) **Stillhouse Park Shift B, Stillhouse Hollow Lake**
7) **Cedar Breaks Park Shift B, Lake Georgetown**
8) **Cranes Mill Park Shift B, Canyon Lake**

CONTRACTING OFFICER STATEMENT

Only a warranted Contracting Officer either a Procuring Contracting Officer (PCO), or an Administrative Contracting Officer (ACO), acting within their delegated limits, has the authority to issue modifications or otherwise change the terms and conditions of this contract. If an individual other than the Contracting Officer attempts to make changes to the terms and conditions of this contract you shall not proceed with the change and shall immediately notify the Contracting Officer.

WAGE DETERMINATION – BELL COUNTY

WD 15-5237 (Rev.-6) was first posted on www.wdol.gov on 01/16/2018
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director Division of Wage Determinations	Wage Determination No.: 2015-5237 Revision No.: 6 Date Of Revision: 01/10/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of $10.35 for calendar year 2018 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least $10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts

State: Texas

Area: Texas Counties of Bell, Coryell

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		12.47
01012 - Accounting Clerk II		14.00
01013 - Accounting Clerk III		15.66
01020 - Administrative Assistant		22.39
01035 - Court Reporter		15.76
01041 - Customer Service Representative I		10.52
01042 - Customer Service Representative II		11.83
01043 - Customer Service Representative III		12.91
01051 - Data Entry Operator I		11.89
01052 - Data Entry Operator II		12.98
01060 - Dispatcher, Motor Vehicle		15.98
01070 - Document Preparation Clerk		13.45
01090 - Duplicating Machine Operator		13.45
01111 - General Clerk I		11.61
01112 - General Clerk II		12.92
01113 - General Clerk III		14.50
01120 - Housing Referral Assistant		17.56
01141 - Messenger Courier		12.65
01191 - Order Clerk I		13.30
01192 - Order Clerk II		14.52
01261 - Personnel Assistant (Employment) I		15.28
01262 - Personnel Assistant (Employment) II		17.10
01263 - Personnel Assistant (Employment) III		19.05
01270 - Production Control Clerk		19.50
01290 - Rental Clerk		11.44
01300 - Scheduler, Maintenance		14.09
01311 - Secretary I		14.09
01312 - Secretary II		15.76
01313 - Secretary III		17.56

01320 - Service Order Dispatcher	13.93
01410 - Supply Technician	22.39
01420 - Survey Worker	14.57
01460 - Switchboard Operator/Receptionist	11.29
01531 - Travel Clerk I	11.59
01532 - Travel Clerk II	12.65
01533 - Travel Clerk III	13.72
01611 - Word Processor I	12.55
01612 - Word Processor II	14.09
01613 - Word Processor III	15.76
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	19.95
05010 - Automotive Electrician	16.71
05040 - Automotive Glass Installer	15.81
05070 - Automotive Worker	15.81
05110 - Mobile Equipment Servicer	13.84
05130 - Motor Equipment Metal Mechanic	17.63
05160 - Motor Equipment Metal Worker	15.81
05190 - Motor Vehicle Mechanic	17.63
05220 - Motor Vehicle Mechanic Helper	12.25
05250 - Motor Vehicle Upholstery Worker	14.82
05280 - Motor Vehicle Wrecker	15.81
05310 - Painter, Automotive	16.71
05340 - Radiator Repair Specialist	15.81
05370 - Tire Repairer	12.09
05400 - Transmission Repair Specialist	17.63
07000 - Food Preparation And Service Occupations	
07010 - Baker	10.27
07041 - Cook I	9.93
07042 - Cook II	11.54
07070 - Dishwasher	8.88
07130 - Food Service Worker	10.00
07210 - Meat Cutter	14.56
07260 - Waiter/Waitress	8.76
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	15.59
09040 - Furniture Handler	10.15
09080 - Furniture Refinisher	15.59
09090 - Furniture Refinisher Helper	11.99
09110 - Furniture Repairer, Minor	13.82
09130 - Upholsterer	15.59
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	9.27
11060 - Elevator Operator	10.15
11090 - Gardener	13.79
11122 - Housekeeping Aide	10.15
11150 - Janitor	10.15
11210 - Laborer, Grounds Maintenance	11.44
11240 - Maid or Houseman	9.02
11260 - Pruner	10.21
11270 - Tractor Operator	13.87
11330 - Trail Maintenance Worker	11.44
11360 - Window Cleaner	11.38
12000 - Health Occupations	
12010 - Ambulance Driver	16.18
12011 - Breath Alcohol Technician	18.95
12012 - Certified Occupational Therapist Assistant	26.00
12015 - Certified Physical Therapist Assistant	28.28
12020 - Dental Assistant	17.28
12025 - Dental Hygienist	35.65
12030 - EKG Technician	25.72
12035 - Electroneurodiagnostic Technologist	25.72

12040 - Emergency Medical Technician		16.18
12071 - Licensed Practical Nurse I		16.94
12072 - Licensed Practical Nurse II		18.95
12073 - Licensed Practical Nurse III		21.12
12100 - Medical Assistant		13.01
12130 - Medical Laboratory Technician		18.63
12160 - Medical Record Clerk		16.28
12190 - Medical Record Technician		19.35
12195 - Medical Transcriptionist		16.94
12210 - Nuclear Medicine Technologist		40.98
12221 - Nursing Assistant I		10.68
12222 - Nursing Assistant II		12.01
12223 - Nursing Assistant III		14.13
12224 - Nursing Assistant IV		15.84
12235 - Optical Dispenser		14.43
12236 - Optical Technician		15.13
12250 - Pharmacy Technician		17.31
12280 - Phlebotomist		14.28
12305 - Radiologic Technologist		26.29
12311 - Registered Nurse I		20.88
12312 - Registered Nurse II		25.55
12313 - Registered Nurse II, Specialist		25.55
12314 - Registered Nurse III		30.91
12315 - Registered Nurse III, Anesthetist		30.91
12316 - Registered Nurse IV		37.05
12317 - Scheduler (Drug and Alcohol Testing)		22.03
12320 - Substance Abuse Treatment Counselor		17.39
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		18.01
13012 - Exhibits Specialist II		22.31
13013 - Exhibits Specialist III		27.30
13041 - Illustrator I		18.01
13042 - Illustrator II		22.31
13043 - Illustrator III		27.30
13047 - Librarian		24.71
13050 - Library Aide/Clerk		11.97
13054 - Library Information Technology Systems Administrator		22.31
13058 - Library Technician		15.66
13061 - Media Specialist I		16.10
13062 - Media Specialist II		18.01
13063 - Media Specialist III		20.07
13071 - Photographer I		16.10
13072 - Photographer II		18.01
13073 - Photographer III		22.31
13074 - Photographer IV		27.30
13075 - Photographer V		33.02
13090 - Technical Order Library Clerk		15.49
13110 - Video Teleconference Technician		17.14
14000 - Information Technology Occupations		
14041 - Computer Operator I		15.03
14042 - Computer Operator II		16.86
14043 - Computer Operator III		19.88
14044 - Computer Operator IV		22.02
14045 - Computer Operator V		24.38
14071 - Computer Programmer I	(see 1)	21.76
14072 - Computer Programmer II	(see 1)	26.95
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	25.61
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	

14150 - Peripheral Equipment Operator	15.03
14160 - Personal Computer Support Technician	22.02
14170 - System Support Specialist	29.30
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	25.61
15020 - Aircrew Training Devices Instructor (Rated)	30.99
15030 - Air Crew Training Devices Instructor (Pilot)	37.15
15050 - Computer Based Training Specialist / Instructor	25.61
15060 - Educational Technologist	29.30
15070 - Flight Instructor (Pilot)	37.15
15080 - Graphic Artist	19.50
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	37.15
15086 - Maintenance Test Pilot, Rotary Wing	37.15
15088 - Non-Maintenance Test/Co-Pilot	37.15
15090 - Technical Instructor	22.83
15095 - Technical Instructor/Course Developer	27.66
15110 - Test Proctor	19.10
15120 - Tutor	19.10
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.65
16030 - Counter Attendant	8.65
16040 - Dry Cleaner	10.56
16070 - Finisher, Flatwork, Machine	8.65
16090 - Presser, Hand	8.65
16110 - Presser, Machine, Drycleaning	8.65
16130 - Presser, Machine, Shirts	8.65
16160 - Presser, Machine, Wearing Apparel, Laundry	8.65
16190 - Sewing Machine Operator	11.23
16220 - Tailor	11.96
16250 - Washer, Machine	9.17
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	19.26
19040 - Tool And Die Maker	24.45
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.12
21030 - Material Coordinator	19.50
21040 - Material Expediter	19.50
21050 - Material Handling Laborer	11.92
21071 - Order Filler	13.04
21080 - Production Line Worker (Food Processing)	15.12
21110 - Shipping Packer	15.44
21130 - Shipping/Receiving Clerk	15.44
21140 - Store Worker I	9.87
21150 - Stock Clerk	13.86
21210 - Tools And Parts Attendant	15.12
21410 - Warehouse Specialist	15.12
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	26.66
23019 - Aircraft Logs and Records Technician	19.35
23021 - Aircraft Mechanic I	25.08
23022 - Aircraft Mechanic II	26.66
23023 - Aircraft Mechanic III	28.03
23040 - Aircraft Mechanic Helper	16.78
23050 - Aircraft, Painter	22.52
23060 - Aircraft Servicer	19.35
23070 - Aircraft Survival Flight Equipment Technician	22.52
23080 - Aircraft Worker	20.64
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	20.64
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	25.08
23110 - Appliance Mechanic	19.26

23120 - Bicycle Repairer	13.93
23125 - Cable Splicer	25.59
23130 - Carpenter, Maintenance	16.62
23140 - Carpet Layer	18.02
23160 - Electrician, Maintenance	21.54
23181 - Electronics Technician Maintenance I	19.78
23182 - Electronics Technician Maintenance II	21.14
23183 - Electronics Technician Maintenance III	22.51
23260 - Fabric Worker	16.76
23290 - Fire Alarm System Mechanic	20.51
23310 - Fire Extinguisher Repairer	15.51
23311 - Fuel Distribution System Mechanic	22.07
23312 - Fuel Distribution System Operator	16.69
23370 - General Maintenance Worker	15.93
23380 - Ground Support Equipment Mechanic	25.08
23381 - Ground Support Equipment Servicer	19.35
23382 - Ground Support Equipment Worker	20.64
23391 - Gunsmith I	15.51
23392 - Gunsmith II	18.02
23393 - Gunsmith III	20.51
23410 - Heating, Ventilation And Air-Conditioning Mechanic	17.27
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	18.36
23430 - Heavy Equipment Mechanic	20.92
23440 - Heavy Equipment Operator	16.86
23460 - Instrument Mechanic	20.51
23465 - Laboratory/Shelter Mechanic	19.26
23470 - Laborer	11.92
23510 - Locksmith	17.55
23530 - Machinery Maintenance Mechanic	20.83
23550 - Machinist, Maintenance	19.34
23580 - Maintenance Trades Helper	13.19
23591 - Metrology Technician I	20.51
23592 - Metrology Technician II	21.80
23593 - Metrology Technician III	23.13
23640 - Millwright	20.51
23710 - Office Appliance Repairer	15.95
23760 - Painter, Maintenance	17.15
23790 - Pipefitter, Maintenance	21.13
23810 - Plumber, Maintenance	19.84
23820 - Pneudraulic Systems Mechanic	20.51
23850 - Rigger	20.51
23870 - Scale Mechanic	18.02
23890 - Sheet-Metal Worker, Maintenance	18.10
23910 - Small Engine Mechanic	18.02
23931 - Telecommunications Mechanic I	26.38
23932 - Telecommunications Mechanic II	32.26
23950 - Telephone Lineman	23.56
23960 - Welder, Combination, Maintenance	18.73
23965 - Well Driller	20.51
23970 - Woodcraft Worker	20.51
23980 - Woodworker	15.51
24000 - Personal Needs Occupations	
24550 - Case Manager	13.77
24570 - Child Care Attendant	9.49
24580 - Child Care Center Clerk	11.84
24610 - Chore Aide	8.64
24620 - Family Readiness And Support Services Coordinator	13.77
24630 - Homemaker	13.77
25000 - Plant And System Operations Occupations	

25010 - Boiler Tender	20.51
25040 - Sewage Plant Operator	15.70
25070 - Stationary Engineer	20.51
25190 - Ventilation Equipment Tender	14.27
25210 - Water Treatment Plant Operator	15.70
27000 - Protective Service Occupations	
27004 - Alarm Monitor	14.87
27007 - Baggage Inspector	13.29
27008 - Corrections Officer	18.03
27010 - Court Security Officer	20.33
27030 - Detection Dog Handler	16.14
27040 - Detention Officer	18.03
27070 - Firefighter	18.82
27101 - Guard I	13.29
27102 - Guard II	16.14
27131 - Police Officer I	22.17
27132 - Police Officer II	24.64
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.62
28042 - Carnival Equipment Repairer	13.61
28043 - Carnival Worker	8.80
28210 - Gate Attendant/Gate Tender	12.73
28310 - Lifeguard	11.34
28350 - Park Attendant (Aide)	14.24
28510 - Recreation Aide/Health Facility Attendant	10.09
28515 - Recreation Specialist	16.02
28630 - Sports Official	11.34
28690 - Swimming Pool Operator	15.10
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	18.56
29020 - Hatch Tender	18.32
29030 - Line Handler	18.32
29041 - Stevedore I	17.15
29042 - Stevedore II	19.71
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	37.52
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	25.87
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.49
30021 - Archeological Technician I	16.81
30022 - Archeological Technician II	18.85
30023 - Archeological Technician III	23.29
30030 - Cartographic Technician	23.36
30040 - Civil Engineering Technician	21.12
30051 - Cryogenic Technician I	25.80
30052 - Cryogenic Technician II	28.50
30061 - Drafter/CAD Operator I	16.81
30062 - Drafter/CAD Operator II	19.07
30063 - Drafter/CAD Operator III	20.96
30064 - Drafter/CAD Operator IV	25.80
30081 - Engineering Technician I	14.99
30082 - Engineering Technician II	18.07
30083 - Engineering Technician III	20.24
30084 - Engineering Technician IV	26.53
30085 - Engineering Technician V	31.84
30086 - Engineering Technician VI	36.70
30090 - Environmental Technician	21.56
30095 - Evidence Control Specialist	23.29
30210 - Laboratory Technician	21.14
30221 - Latent Fingerprint Technician I	25.80
30222 - Latent Fingerprint Technician II	28.50
30240 - Mathematical Technician	23.29
30361 - Paralegal/Legal Assistant I	18.10

30362 - Paralegal/Legal Assistant II		22.85
30363 - Paralegal/Legal Assistant III		27.42
30364 - Paralegal/Legal Assistant IV		33.13
30375 - Petroleum Supply Specialist		28.50
30390 - Photo-Optics Technician		24.19
30395 - Radiation Control Technician		28.50
30461 - Technical Writer I		23.20
30462 - Technical Writer II		28.39
30463 - Technical Writer III		34.34
30491 - Unexploded Ordnance (UXO) Technician I		23.85
30492 - Unexploded Ordnance (UXO) Technician II		28.85
30493 - Unexploded Ordnance (UXO) Technician III		34.58
30494 - Unexploded (UXO) Safety Escort		23.85
30495 - Unexploded (UXO) Sweep Personnel		23.85
30501 - Weather Forecaster I		25.80
30502 - Weather Forecaster II		31.38
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	20.96
30621 - Weather Observer, Senior	(see 2)	23.29
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		28.85
31020 - Bus Aide		12.19
31030 - Bus Driver		17.36
31043 - Driver Courier		11.85
31260 - Parking and Lot Attendant		9.79
31290 - Shuttle Bus Driver		13.59
31310 - Taxi Driver		11.18
31361 - Truckdriver, Light		12.35
31362 - Truckdriver, Medium		16.13
31363 - Truckdriver, Heavy		18.66
31364 - Truckdriver, Tractor-Trailer		18.66
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		14.07
99030 - Cashier		9.12
99050 - Desk Clerk		9.49
99095 - Embalmer		22.74
99130 - Flight Follower		23.85
99251 - Laboratory Animal Caretaker I		10.41
99252 - Laboratory Animal Caretaker II		10.55
99260 - Marketing Analyst		29.22
99310 - Mortician		22.74
99410 - Pest Controller		16.96
99510 - Photofinishing Worker		12.53
99710 - Recycling Laborer		13.90
99711 - Recycling Specialist		16.85
99730 - Refuse Collector		12.87
99810 - Sales Clerk		10.68
99820 - School Crossing Guard		10.64
99830 - Survey Party Chief		17.64
99831 - Surveying Aide		11.01
99832 - Surveying Technician		15.08
99840 - Vending Machine Attendant		15.19
99841 - Vending Machine Repairer		19.18
99842 - Vending Machine Repairer Helper		15.19

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their

own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $4.41 per hour or $176.40 per week or $764.40 per month

HEALTH & WELFARE EO 13706: $4.13 per hour, or $165.20 per week, or $715.87 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than $27.63 (or on a salary or fee basis at a rate not less than $455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541. 400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds $27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.
6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).

WAGE DETERMINATION – COMAL COUNTY

WD 15-5253 (Rev.-5) was first posted on www.wdol.gov on 01/16/2018
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director Division of Wage Determinations	Wage Determination No.: 2015-5253 Revision No.: 5 Date Of Revision: 01/10/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of $10.35 for calendar year 2018 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least $10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts

State: Texas

Area: Texas Counties of Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, Wilson

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.11
01012 - Accounting Clerk II		15.84
01013 - Accounting Clerk III		17.72
01020 - Administrative Assistant		26.58
01035 - Court Reporter		26.79
01041 - Customer Service Representative I		11.82
01042 - Customer Service Representative II		13.29
01043 - Customer Service Representative III		14.51
01051 - Data Entry Operator I		13.11
01052 - Data Entry Operator II		14.31
01060 - Dispatcher, Motor Vehicle		17.32
01070 - Document Preparation Clerk		13.59
01090 - Duplicating Machine Operator		13.59
01111 - General Clerk I		12.56
01112 - General Clerk II		13.71
01113 - General Clerk III		15.45
01120 - Housing Referral Assistant		19.91
01141 - Messenger Courier		13.34
01191 - Order Clerk I		13.74
01192 - Order Clerk II		14.99
01261 - Personnel Assistant (Employment) I		17.04
01262 - Personnel Assistant (Employment) II		19.23
01263 - Personnel Assistant (Employment) III		21.26
01270 - Production Control Clerk		18.59
01290 - Rental Clerk		14.90
01300 - Scheduler, Maintenance		15.96
01311 - Secretary I		15.96
01312 - Secretary II		17.86

01313 - Secretary III	19.91
01320 - Service Order Dispatcher	15.48
01410 - Supply Technician	26.58
01420 - Survey Worker	16.65
01460 - Switchboard Operator/Receptionist	11.89
01531 - Travel Clerk I	12.44
01532 - Travel Clerk II	13.21
01533 - Travel Clerk III	13.88
01611 - Word Processor I	14.40
01612 - Word Processor II	16.17
01613 - Word Processor III	18.09
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	20.44
05010 - Automotive Electrician	17.75
05040 - Automotive Glass Installer	16.77
05070 - Automotive Worker	16.77
05110 - Mobile Equipment Servicer	14.96
05130 - Motor Equipment Metal Mechanic	18.68
05160 - Motor Equipment Metal Worker	16.77
05190 - Motor Vehicle Mechanic	18.65
05220 - Motor Vehicle Mechanic Helper	14.17
05250 - Motor Vehicle Upholstery Worker	15.83
05280 - Motor Vehicle Wrecker	16.77
05310 - Painter, Automotive	17.75
05340 - Radiator Repair Specialist	16.77
05370 - Tire Repairer	12.37
05400 - Transmission Repair Specialist	18.68
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.53
07041 - Cook I	11.40
07042 - Cook II	13.22
07070 - Dishwasher	9.39
07130 - Food Service Worker	10.30
07210 - Meat Cutter	15.28
07260 - Waiter/Waitress	9.18
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	15.03
09040 - Furniture Handler	10.46
09080 - Furniture Refinisher	16.02
09090 - Furniture Refinisher Helper	12.05
09110 - Furniture Repairer, Minor	13.96
09130 - Upholsterer	16.47
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.19
11060 - Elevator Operator	10.19
11090 - Gardener	15.11
11122 - Housekeeping Aide	10.53
11150 - Janitor	10.53
11210 - Laborer, Grounds Maintenance	11.87
11240 - Maid or Houseman	9.76
11260 - Pruner	10.77
11270 - Tractor Operator	14.04
11330 - Trail Maintenance Worker	11.87
11360 - Window Cleaner	11.60
12000 - Health Occupations	
12010 - Ambulance Driver	14.93
12011 - Breath Alcohol Technician	17.83
12012 - Certified Occupational Therapist Assistant	34.29
12015 - Certified Physical Therapist Assistant	31.75
12020 - Dental Assistant	15.04
12025 - Dental Hygienist	35.52
12030 - EKG Technician	26.71

12035 - Electroneurodiagnostic Technologist		26.71
12040 - Emergency Medical Technician		14.93
12071 - Licensed Practical Nurse I		17.40
12072 - Licensed Practical Nurse II		19.46
12073 - Licensed Practical Nurse III		21.69
12100 - Medical Assistant		14.39
12130 - Medical Laboratory Technician		18.06
12160 - Medical Record Clerk		14.70
12190 - Medical Record Technician		16.35
12195 - Medical Transcriptionist		13.76
12210 - Nuclear Medicine Technologist		32.79
12221 - Nursing Assistant I		11.46
12222 - Nursing Assistant II		12.88
12223 - Nursing Assistant III		14.06
12224 - Nursing Assistant IV		15.79
12235 - Optical Dispenser		15.68
12236 - Optical Technician		15.20
12250 - Pharmacy Technician		16.23
12280 - Phlebotomist		15.10
12305 - Radiologic Technologist		26.17
12311 - Registered Nurse I		24.40
12312 - Registered Nurse II		29.85
12313 - Registered Nurse II, Specialist		29.85
12314 - Registered Nurse III		36.11
12315 - Registered Nurse III, Anesthetist		36.11
12316 - Registered Nurse IV		43.28
12317 - Scheduler (Drug and Alcohol Testing)		22.10
12320 - Substance Abuse Treatment Counselor		17.77
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		20.33
13012 - Exhibits Specialist II		25.18
13013 - Exhibits Specialist III		30.81
13041 - Illustrator I		18.68
13042 - Illustrator II		23.15
13043 - Illustrator III		26.62
13047 - Librarian		27.89
13050 - Library Aide/Clerk		11.67
13054 - Library Information Technology Systems Administrator		25.18
13058 - Library Technician		15.39
13061 - Media Specialist I		18.18
13062 - Media Specialist II		20.33
13063 - Media Specialist III		22.66
13071 - Photographer I		17.29
13072 - Photographer II		19.55
13073 - Photographer III		22.89
13074 - Photographer IV		26.06
13075 - Photographer V		31.63
13090 - Technical Order Library Clerk		15.74
13110 - Video Teleconference Technician		18.24
14000 - Information Technology Occupations		
14041 - Computer Operator I		15.51
14042 - Computer Operator II		17.35
14043 - Computer Operator III		19.35
14044 - Computer Operator IV		21.50
14045 - Computer Operator V		23.80
14071 - Computer Programmer I	(see 1)	22.29
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	

14103 - Computer Systems Analyst III	(see 1)	
14150 - Peripheral Equipment Operator		15.51
14160 - Personal Computer Support Technician		21.50
14170 - System Support Specialist		29.79
15000 - Instructional Occupations		
15010 - Aircrew Training Devices Instructor (Non-Rated)		27.48
15020 - Aircrew Training Devices Instructor (Rated)		33.25
15030 - Air Crew Training Devices Instructor (Pilot)		39.85
15050 - Computer Based Training Specialist / Instructor		27.48
15060 - Educational Technologist		32.39
15070 - Flight Instructor (Pilot)		39.85
15080 - Graphic Artist		22.57
15085 - Maintenance Test Pilot, Fixed, Jet/Prop		39.85
15086 - Maintenance Test Pilot, Rotary Wing		39.85
15088 - Non-Maintenance Test/Co-Pilot		39.85
15090 - Technical Instructor		22.73
15095 - Technical Instructor/Course Developer		27.82
15110 - Test Proctor		18.36
15120 - Tutor		18.36
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations		
16010 - Assembler		9.10
16030 - Counter Attendant		9.10
16040 - Dry Cleaner		11.05
16070 - Finisher, Flatwork, Machine		9.10
16090 - Presser, Hand		9.10
16110 - Presser, Machine, Drycleaning		9.10
16130 - Presser, Machine, Shirts		9.10
16160 - Presser, Machine, Wearing Apparel, Laundry		9.10
16190 - Sewing Machine Operator		11.67
16220 - Tailor		12.24
16250 - Washer, Machine		9.87
19000 - Machine Tool Operation And Repair Occupations		
19010 - Machine-Tool Operator (Tool Room)		18.89
19040 - Tool And Die Maker		23.31
21000 - Materials Handling And Packing Occupations		
21020 - Forklift Operator		13.68
21030 - Material Coordinator		18.59
21040 - Material Expediter		18.59
21050 - Material Handling Laborer		11.96
21071 - Order Filler		12.07
21080 - Production Line Worker (Food Processing)		13.68
21110 - Shipping Packer		13.60
21130 - Shipping/Receiving Clerk		13.60
21140 - Store Worker I		10.77
21150 - Stock Clerk		14.38
21210 - Tools And Parts Attendant		13.68
21410 - Warehouse Specialist		13.68
23000 - Mechanics And Maintenance And Repair Occupations		
23010 - Aerospace Structural Welder		25.08
23019 - Aircraft Logs and Records Technician		18.62
23021 - Aircraft Mechanic I		23.71
23022 - Aircraft Mechanic II		25.08
23023 - Aircraft Mechanic III		26.44
23040 - Aircraft Mechanic Helper		16.62
23050 - Aircraft, Painter		21.27
23060 - Aircraft Servicer		18.62
23070 - Aircraft Survival Flight Equipment Technician		21.27
23080 - Aircraft Worker		19.86
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I		19.86
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II		23.71

23110 - Appliance Mechanic	18.98
23120 - Bicycle Repairer	13.45
23125 - Cable Splicer	23.60
23130 - Carpenter, Maintenance	17.45
23140 - Carpet Layer	17.53
23160 - Electrician, Maintenance	21.23
23181 - Electronics Technician Maintenance I	22.69
23182 - Electronics Technician Maintenance II	24.30
23183 - Electronics Technician Maintenance III	25.81
23260 - Fabric Worker	16.52
23290 - Fire Alarm System Mechanic	20.32
23310 - Fire Extinguisher Repairer	15.34
23311 - Fuel Distribution System Mechanic	17.42
23312 - Fuel Distribution System Operator	14.33
23370 - General Maintenance Worker	15.37
23380 - Ground Support Equipment Mechanic	23.71
23381 - Ground Support Equipment Servicer	18.27
23382 - Ground Support Equipment Worker	19.48
23391 - Gunsmith I	15.34
23392 - Gunsmith II	17.71
23393 - Gunsmith III	20.15
23410 - Heating, Ventilation And Air-Conditioning Mechanic	20.11
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	21.27
23430 - Heavy Equipment Mechanic	21.24
23440 - Heavy Equipment Operator	17.42
23460 - Instrument Mechanic	22.96
23465 - Laboratory/Shelter Mechanic	18.97
23470 - Laborer	11.96
23510 - Locksmith	18.73
23530 - Machinery Maintenance Mechanic	21.26
23550 - Machinist, Maintenance	19.86
23580 - Maintenance Trades Helper	14.18
23591 - Metrology Technician I	22.96
23592 - Metrology Technician II	24.28
23593 - Metrology Technician III	25.61
23640 - Millwright	20.65
23710 - Office Appliance Repairer	17.10
23760 - Painter, Maintenance	16.53
23790 - Pipefitter, Maintenance	21.29
23810 - Plumber, Maintenance	20.04
23820 - Pneudraulic Systems Mechanic	20.15
23850 - Rigger	18.34
23870 - Scale Mechanic	17.71
23890 - Sheet-Metal Worker, Maintenance	18.22
23910 - Small Engine Mechanic	18.60
23931 - Telecommunications Mechanic I	21.97
23932 - Telecommunications Mechanic II	23.21
23950 - Telephone Lineman	20.66
23960 - Welder, Combination, Maintenance	17.34
23965 - Well Driller	18.78
23970 - Woodcraft Worker	20.15
23980 - Woodworker	15.34
24000 - Personal Needs Occupations	
24550 - Case Manager	13.02
24570 - Child Care Attendant	9.75
24580 - Child Care Center Clerk	12.15
24610 - Chore Aide	10.57
24620 - Family Readiness And Support Services Coordinator	13.02
24630 - Homemaker	13.69

25000 - Plant And System Operations Occupations	
25010 - Boiler Tender	20.15
25040 - Sewage Plant Operator	19.09
25070 - Stationary Engineer	20.15
25190 - Ventilation Equipment Tender	14.26
25210 - Water Treatment Plant Operator	19.09
27000 - Protective Service Occupations	
27004 - Alarm Monitor	18.02
27007 - Baggage Inspector	11.24
27008 - Corrections Officer	21.15
27010 - Court Security Officer	24.74
27030 - Detection Dog Handler	14.37
27040 - Detention Officer	21.15
27070 - Firefighter	24.85
27101 - Guard I	11.24
27102 - Guard II	14.20
27131 - Police Officer I	24.86
27132 - Police Officer II	27.62
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	11.97
28042 - Carnival Equipment Repairer	12.57
28043 - Carnival Worker	9.33
28210 - Gate Attendant/Gate Tender	15.14
28310 - Lifeguard	11.05
28350 - Park Attendant (Aide)	16.80
28510 - Recreation Aide/Health Facility Attendant	12.25
28515 - Recreation Specialist	17.86
28630 - Sports Official	13.38
28690 - Swimming Pool Operator	15.11
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	20.90
29020 - Hatch Tender	20.90
29030 - Line Handler	20.90
29041 - Stevedore I	19.50
29042 - Stevedore II	22.38
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	37.52
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	25.87
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.49
30021 - Archeological Technician I	17.13
30022 - Archeological Technician II	19.16
30023 - Archeological Technician III	23.40
30030 - Cartographic Technician	23.74
30040 - Civil Engineering Technician	23.03
30051 - Cryogenic Technician I	22.14
30052 - Cryogenic Technician II	24.46
30061 - Drafter/CAD Operator I	17.13
30062 - Drafter/CAD Operator II	19.16
30063 - Drafter/CAD Operator III	21.37
30064 - Drafter/CAD Operator IV	26.29
30081 - Engineering Technician I	15.91
30082 - Engineering Technician II	17.86
30083 - Engineering Technician III	19.98
30084 - Engineering Technician IV	24.75
30085 - Engineering Technician V	30.27
30086 - Engineering Technician VI	36.63
30090 - Environmental Technician	21.35
30095 - Evidence Control Specialist	19.99
30210 - Laboratory Technician	19.55
30221 - Latent Fingerprint Technician I	20.56
30222 - Latent Fingerprint Technician II	22.71
30240 - Mathematical Technician	23.74

30361 - Paralegal/Legal Assistant I		17.79
30362 - Paralegal/Legal Assistant II		22.03
30363 - Paralegal/Legal Assistant III		26.96
30364 - Paralegal/Legal Assistant IV		32.61
30375 - Petroleum Supply Specialist		24.46
30390 - Photo-Optics Technician		23.74
30395 - Radiation Control Technician		24.46
30461 - Technical Writer I		24.59
30462 - Technical Writer II		30.08
30463 - Technical Writer III		34.17
30491 - Unexploded Ordnance (UXO) Technician I		23.85
30492 - Unexploded Ordnance (UXO) Technician II		28.85
30493 - Unexploded Ordnance (UXO) Technician III		34.58
30494 - Unexploded (UXO) Safety Escort		23.85
30495 - Unexploded (UXO) Sweep Personnel		23.85
30501 - Weather Forecaster I		26.29
30502 - Weather Forecaster II		31.98
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	21.37
30621 - Weather Observer, Senior	(see 2)	23.74
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		28.85
31020 - Bus Aide		14.25
31030 - Bus Driver		19.44
31043 - Driver Courier		13.17
31260 - Parking and Lot Attendant		10.05
31290 - Shuttle Bus Driver		14.18
31310 - Taxi Driver		11.46
31361 - Truckdriver, Light		14.18
31362 - Truckdriver, Medium		15.07
31363 - Truckdriver, Heavy		19.94
31364 - Truckdriver, Tractor-Trailer		19.94
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		14.07
99030 - Cashier		9.74
99050 - Desk Clerk		10.63
99095 - Embalmer		22.75
99130 - Flight Follower		23.85
99251 - Laboratory Animal Caretaker I		11.36
99252 - Laboratory Animal Caretaker II		12.22
99260 - Marketing Analyst		34.87
99310 - Mortician		27.14
99410 - Pest Controller		16.92
99510 - Photofinishing Worker		12.53
99710 - Recycling Laborer		16.14
99711 - Recycling Specialist		17.94
99730 - Refuse Collector		14.65
99810 - Sales Clerk		11.07
99820 - School Crossing Guard		11.44
99830 - Survey Party Chief		20.29
99831 - Surveying Aide		14.15
99832 - Surveying Technician		16.90
99840 - Vending Machine Attendant		12.53
99841 - Vending Machine Repairer		15.49
99842 - Vending Machine Repairer Helper		12.53

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid

sick leave each year. Employees must be permitted to use paid sick leave for their own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $4.41 per hour or $176.40 per week or $764.40 per month

HEALTH & WELFARE EO 13706: $4.13 per hour, or $165.20 per week, or $715.87 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than $27.63 (or on a salary or fee basis at a rate not less than $455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541. 400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds $27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and

related to user or system design specifications;
(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).

WAGE DETERMINATION – WASHINGTON COUNTY

WD 15-5289 (Rev.-8) was first posted on www.wdol.gov on 01/16/2018
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director Division of Wage Determinations	Wage Determination No.: 2015-5289 Revision No.: 8 Date Of Revision: 01/10/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of $10.35 for calendar year 2018 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least $10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts

State: Texas

Area: Texas Counties of Grimes, Madison, Walker, Washington

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		14.98
01012 - Accounting Clerk II		16.82
01013 - Accounting Clerk III		18.82
01020 - Administrative Assistant		25.91
01035 - Court Reporter		21.79
01041 - Customer Service Representative I		11.11
01042 - Customer Service Representative II		12.48
01043 - Customer Service Representative III		13.62
01051 - Data Entry Operator I		13.24
01052 - Data Entry Operator II		14.45
01060 - Dispatcher, Motor Vehicle		16.55
01070 - Document Preparation Clerk		13.41
01090 - Duplicating Machine Operator		13.41
01111 - General Clerk I		12.61
01112 - General Clerk II		13.76
01113 - General Clerk III		15.45
01120 - Housing Referral Assistant		20.69
01141 - Messenger Courier		12.55
01191 - Order Clerk I		15.48
01192 - Order Clerk II		16.89
01261 - Personnel Assistant (Employment) I		15.43
01262 - Personnel Assistant (Employment) II		17.27
01263 - Personnel Assistant (Employment) III		19.25
01270 - Production Control Clerk		19.15
01290 - Rental Clerk		14.75
01300 - Scheduler, Maintenance		16.59
01311 - Secretary I		16.59
01312 - Secretary II		18.57
01313 - Secretary III		20.69

01320 - Service Order Dispatcher	15.16
01410 - Supply Technician	25.91
01420 - Survey Worker	17.79
01460 - Switchboard Operator/Receptionist	12.66
01531 - Travel Clerk I	13.71
01532 - Travel Clerk II	14.81
01533 - Travel Clerk III	15.83
01611 - Word Processor I	14.29
01612 - Word Processor II	16.04
01613 - Word Processor III	17.95
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	25.76
05010 - Automotive Electrician	23.79
05040 - Automotive Glass Installer	21.96
05070 - Automotive Worker	21.96
05110 - Mobile Equipment Servicer	20.23
05130 - Motor Equipment Metal Mechanic	25.76
05160 - Motor Equipment Metal Worker	21.96
05190 - Motor Vehicle Mechanic	25.76
05220 - Motor Vehicle Mechanic Helper	19.40
05250 - Motor Vehicle Upholstery Worker	20.83
05280 - Motor Vehicle Wrecker	21.96
05310 - Painter, Automotive	23.79
05340 - Radiator Repair Specialist	22.88
05370 - Tire Repairer	14.40
05400 - Transmission Repair Specialist	25.76
07000 - Food Preparation And Service Occupations	
07010 - Baker	10.40
07041 - Cook I	10.28
07042 - Cook II	11.92
07070 - Dishwasher	8.79
07130 - Food Service Worker	9.56
07210 - Meat Cutter	13.94
07260 - Waiter/Waitress	9.01
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	18.32
09040 - Furniture Handler	11.95
09080 - Furniture Refinisher	17.70
09090 - Furniture Refinisher Helper	14.58
09110 - Furniture Repairer, Minor	16.82
09130 - Upholsterer	18.32
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	11.24
11060 - Elevator Operator	10.03
11090 - Gardener	16.01
11122 - Housekeeping Aide	10.03
11150 - Janitor	10.03
11210 - Laborer, Grounds Maintenance	12.21
11240 - Maid or Houseman	9.02
11260 - Pruner	10.97
11270 - Tractor Operator	14.74
11330 - Trail Maintenance Worker	12.21
11360 - Window Cleaner	11.16
12000 - Health Occupations	
12010 - Ambulance Driver	17.28
12011 - Breath Alcohol Technician	17.28
12012 - Certified Occupational Therapist Assistant	26.74
12015 - Certified Physical Therapist Assistant	32.64
12020 - Dental Assistant	17.20
12025 - Dental Hygienist	36.22
12030 - EKG Technician	27.71
12035 - Electroneurodiagnostic Technologist	27.71

12040 - Emergency Medical Technician		17.28
12071 - Licensed Practical Nurse I		19.05
12072 - Licensed Practical Nurse II		21.32
12073 - Licensed Practical Nurse III		23.76
12100 - Medical Assistant		13.61
12130 - Medical Laboratory Technician		16.89
12160 - Medical Record Clerk		14.53
12190 - Medical Record Technician		16.57
12195 - Medical Transcriptionist		17.19
12210 - Nuclear Medicine Technologist		42.83
12221 - Nursing Assistant I		11.21
12222 - Nursing Assistant II		12.60
12223 - Nursing Assistant III		13.75
12224 - Nursing Assistant IV		15.43
12235 - Optical Dispenser		16.79
12236 - Optical Technician		17.42
12250 - Pharmacy Technician		19.18
12280 - Phlebotomist		14.63
12305 - Radiologic Technologist		26.70
12311 - Registered Nurse I		30.36
12312 - Registered Nurse II		38.37
12313 - Registered Nurse II, Specialist		38.37
12314 - Registered Nurse III		44.91
12315 - Registered Nurse III, Anesthetist		44.91
12316 - Registered Nurse IV		53.84
12317 - Scheduler (Drug and Alcohol Testing)		22.06
12320 - Substance Abuse Treatment Counselor		18.38
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		19.30
13012 - Exhibits Specialist II		24.74
13013 - Exhibits Specialist III		28.94
13041 - Illustrator I		19.30
13042 - Illustrator II		23.91
13043 - Illustrator III		30.12
13047 - Librarian		26.69
13050 - Library Aide/Clerk		11.60
13054 - Library Information Technology Systems Administrator		24.09
13058 - Library Technician		16.04
13061 - Media Specialist I		17.39
13062 - Media Specialist II		19.46
13063 - Media Specialist III		21.68
13071 - Photographer I		15.32
13072 - Photographer II		18.15
13073 - Photographer III		22.56
13074 - Photographer IV		27.49
13075 - Photographer V		33.07
13090 - Technical Order Library Clerk		14.57
13110 - Video Teleconference Technician		16.73
14000 - Information Technology Occupations		
14041 - Computer Operator I		17.31
14042 - Computer Operator II		19.37
14043 - Computer Operator III		21.59
14044 - Computer Operator IV		24.00
14045 - Computer Operator V		26.57
14071 - Computer Programmer I	(see 1)	26.04
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	

14150 - Peripheral Equipment Operator	17.31
14160 - Personal Computer Support Technician	24.00
14170 - System Support Specialist	20.18
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	33.08
15020 - Aircrew Training Devices Instructor (Rated)	40.02
15030 - Air Crew Training Devices Instructor (Pilot)	47.98
15050 - Computer Based Training Specialist / Instructor	33.08
15060 - Educational Technologist	31.90
15070 - Flight Instructor (Pilot)	47.98
15080 - Graphic Artist	26.72
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	41.36
15086 - Maintenance Test Pilot, Rotary Wing	41.36
15088 - Non-Maintenance Test/Co-Pilot	41.36
15090 - Technical Instructor	24.67
15095 - Technical Instructor/Course Developer	30.17
15110 - Test Proctor	20.27
15120 - Tutor	20.27
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	9.40
16030 - Counter Attendant	9.40
16040 - Dry Cleaner	12.06
16070 - Finisher, Flatwork, Machine	9.40
16090 - Presser, Hand	9.40
16110 - Presser, Machine, Drycleaning	9.40
16130 - Presser, Machine, Shirts	9.40
16160 - Presser, Machine, Wearing Apparel, Laundry	9.40
16190 - Sewing Machine Operator	12.79
16220 - Tailor	13.75
16250 - Washer, Machine	10.32
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	20.20
19040 - Tool And Die Maker	24.92
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	15.72
21030 - Material Coordinator	19.46
21040 - Material Expediter	19.46
21050 - Material Handling Laborer	12.26
21071 - Order Filler	11.91
21080 - Production Line Worker (Food Processing)	15.72
21110 - Shipping Packer	14.60
21130 - Shipping/Receiving Clerk	14.60
21140 - Store Worker I	11.34
21150 - Stock Clerk	16.06
21210 - Tools And Parts Attendant	15.72
21410 - Warehouse Specialist	15.72
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	29.47
23019 - Aircraft Logs and Records Technician	24.44
23021 - Aircraft Mechanic I	28.07
23022 - Aircraft Mechanic II	29.47
23023 - Aircraft Mechanic III	30.94
23040 - Aircraft Mechanic Helper	21.98
23050 - Aircraft, Painter	25.61
23060 - Aircraft Servicer	24.44
23070 - Aircraft Survival Flight Equipment Technician	25.61
23080 - Aircraft Worker	25.76
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	25.76
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	28.07
23110 - Appliance Mechanic	19.63

23120 - Bicycle Repairer	15.59
23125 - Cable Splicer	27.53
23130 - Carpenter, Maintenance	19.71
23140 - Carpet Layer	18.45
23160 - Electrician, Maintenance	26.51
23181 - Electronics Technician Maintenance I	27.03
23182 - Electronics Technician Maintenance II	28.91
23183 - Electronics Technician Maintenance III	30.60
23260 - Fabric Worker	17.17
23290 - Fire Alarm System Mechanic	20.78
23310 - Fire Extinguisher Repairer	15.88
23311 - Fuel Distribution System Mechanic	23.06
23312 - Fuel Distribution System Operator	17.96
23370 - General Maintenance Worker	18.08
23380 - Ground Support Equipment Mechanic	28.07
23381 - Ground Support Equipment Servicer	24.44
23382 - Ground Support Equipment Worker	25.76
23391 - Gunsmith I	15.88
23392 - Gunsmith II	18.45
23393 - Gunsmith III	20.81
23410 - Heating, Ventilation And Air-Conditioning Mechanic	21.04
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	21.95
23430 - Heavy Equipment Mechanic	24.44
23440 - Heavy Equipment Operator	19.26
23460 - Instrument Mechanic	25.87
23465 - Laboratory/Shelter Mechanic	19.71
23470 - Laborer	12.01
23510 - Locksmith	19.63
23530 - Machinery Maintenance Mechanic	27.49
23550 - Machinist, Maintenance	20.81
23580 - Maintenance Trades Helper	14.94
23591 - Metrology Technician I	25.87
23592 - Metrology Technician II	26.99
23593 - Metrology Technician III	28.14
23640 - Millwright	21.53
23710 - Office Appliance Repairer	20.22
23760 - Painter, Maintenance	18.99
23790 - Pipefitter, Maintenance	22.43
23810 - Plumber, Maintenance	21.16
23820 - Pneudraulic Systems Mechanic	20.81
23850 - Rigger	20.81
23870 - Scale Mechanic	18.45
23890 - Sheet-Metal Worker, Maintenance	19.95
23910 - Small Engine Mechanic	18.36
23931 - Telecommunications Mechanic I	23.89
23932 - Telecommunications Mechanic II	24.95
23950 - Telephone Lineman	25.52
23960 - Welder, Combination, Maintenance	20.27
23965 - Well Driller	20.81
23970 - Woodcraft Worker	20.81
23980 - Woodworker	15.84
24000 - Personal Needs Occupations	
24550 - Case Manager	13.83
24570 - Child Care Attendant	10.65
24580 - Child Care Center Clerk	13.27
24610 - Chore Aide	8.91
24620 - Family Readiness And Support Services Coordinator	13.83
24630 - Homemaker	16.84
25000 - Plant And System Operations Occupations	

25010 - Boiler Tender	22.20
25040 - Sewage Plant Operator	18.70
25070 - Stationary Engineer	22.20
25190 - Ventilation Equipment Tender	14.58
25210 - Water Treatment Plant Operator	18.32
27000 - Protective Service Occupations	
27004 - Alarm Monitor	16.14
27007 - Baggage Inspector	13.02
27008 - Corrections Officer	19.62
27010 - Court Security Officer	21.18
27030 - Detection Dog Handler	17.90
27040 - Detention Officer	19.62
27070 - Firefighter	20.41
27101 - Guard I	13.02
27102 - Guard II	17.90
27131 - Police Officer I	24.19
27132 - Police Officer II	26.88
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.16
28042 - Carnival Equipment Repairer	13.21
28043 - Carnival Worker	9.05
28210 - Gate Attendant/Gate Tender	13.90
28310 - Lifeguard	12.38
28350 - Park Attendant (Aide)	15.55
28510 - Recreation Aide/Health Facility Attendant	11.35
28515 - Recreation Specialist	17.83
28630 - Sports Official	12.38
28690 - Swimming Pool Operator	17.44
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	22.18
29020 - Hatch Tender	22.18
29030 - Line Handler	22.18
29041 - Stevedore I	20.65
29042 - Stevedore II	23.73
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	42.70
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	29.45
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	32.43
30021 - Archeological Technician I	21.56
30022 - Archeological Technician II	25.47
30023 - Archeological Technician III	30.62
30030 - Cartographic Technician	30.62
30040 - Civil Engineering Technician	30.03
30051 - Cryogenic Technician I	25.90
30052 - Cryogenic Technician II	28.61
30061 - Drafter/CAD Operator I	21.56
30062 - Drafter/CAD Operator II	24.71
30063 - Drafter/CAD Operator III	27.56
30064 - Drafter/CAD Operator IV	33.10
30081 - Engineering Technician I	20.02
30082 - Engineering Technician II	22.48
30083 - Engineering Technician III	25.15
30084 - Engineering Technician IV	31.09
30085 - Engineering Technician V	38.65
30086 - Engineering Technician VI	46.10
30090 - Environmental Technician	29.96
30095 - Evidence Control Specialist	23.39
30210 - Laboratory Technician	25.07
30221 - Latent Fingerprint Technician I	25.90
30222 - Latent Fingerprint Technician II	28.61
30240 - Mathematical Technician	30.62
30361 - Paralegal/Legal Assistant I	22.52

30362 - Paralegal/Legal Assistant II		27.90
30363 - Paralegal/Legal Assistant III		34.12
30364 - Paralegal/Legal Assistant IV		41.27
30375 - Petroleum Supply Specialist		28.61
30390 - Photo-Optics Technician		30.62
30395 - Radiation Control Technician		28.61
30461 - Technical Writer I		25.53
30462 - Technical Writer II		31.22
30463 - Technical Writer III		38.42
30491 - Unexploded Ordnance (UXO) Technician I		27.14
30492 - Unexploded Ordnance (UXO) Technician II		32.84
30493 - Unexploded Ordnance (UXO) Technician III		39.36
30494 - Unexploded (UXO) Safety Escort		27.14
30495 - Unexploded (UXO) Sweep Personnel		27.14
30501 - Weather Forecaster I		28.00
30502 - Weather Forecaster II		34.05
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	27.56
30621 - Weather Observer, Senior	(see 2)	30.48
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		32.84
31020 - Bus Aide		11.88
31030 - Bus Driver		17.06
31043 - Driver Courier		14.03
31260 - Parking and Lot Attendant		10.66
31290 - Shuttle Bus Driver		15.28
31310 - Taxi Driver		12.69
31361 - Truckdriver, Light		15.28
31362 - Truckdriver, Medium		18.98
31363 - Truckdriver, Heavy		20.32
31364 - Truckdriver, Tractor-Trailer		20.32
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		16.01
99030 - Cashier		10.01
99050 - Desk Clerk		11.72
99095 - Embalmer		27.14
99130 - Flight Follower		27.14
99251 - Laboratory Animal Caretaker I		11.89
99252 - Laboratory Animal Caretaker II		12.96
99260 - Marketing Analyst		33.05
99310 - Mortician		27.14
99410 - Pest Controller		17.54
99510 - Photofinishing Worker		14.26
99710 - Recycling Laborer		16.46
99711 - Recycling Specialist		20.06
99730 - Refuse Collector		14.67
99810 - Sales Clerk		12.66
99820 - School Crossing Guard		12.73
99830 - Survey Party Chief		22.24
99831 - Surveying Aide		15.23
99832 - Surveying Technician		19.24
99840 - Vending Machine Attendant		15.97
99841 - Vending Machine Repairer		19.18
99842 - Vending Machine Repairer Helper		16.38

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their

own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $4.41 per hour or $176.40 per week or $764.40 per month

HEALTH & WELFARE EO 13706: $4.13 per hour, or $165.20 per week, or $715.87 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than $27.63 (or on a salary or fee basis at a rate not less than $455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541. 400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds $27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:
The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.
6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).

WAGE DETERMINATION – WILLIAMSON COUNTY

WD 15-5215 (Rev.-9) was first posted on www.wdol.gov on 01/16/2018
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REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor	U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
Daniel W. Simms Director Division of Wage Determinations	Wage Determination No.: 2015-5215 Revision No.: 9 Date Of Revision: 01/10/2018

Note: Under Executive Order (EO) 13658, an hourly minimum wage of $10.35 for calendar year 2018 applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least $10.35 per hour (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract in calendar year 2018. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts

State: Texas

Area: Texas Counties of Bastrop, Caldwell, Hays, Travis, Williamson

Fringe Benefits Required Follow the Occupational Listing

OCCUPATION CODE - TITLE	FOOTNOTE	RATE
01000 - Administrative Support And Clerical Occupations		
01011 - Accounting Clerk I		15.51
01012 - Accounting Clerk II		17.41
01013 - Accounting Clerk III		19.47
01020 - Administrative Assistant		26.38
01035 - Court Reporter		23.83
01041 - Customer Service Representative I		12.07
01042 - Customer Service Representative II		13.57
01043 - Customer Service Representative III		14.81
01051 - Data Entry Operator I		12.99
01052 - Data Entry Operator II		14.59
01060 - Dispatcher, Motor Vehicle		18.58
01070 - Document Preparation Clerk		15.02
01090 - Duplicating Machine Operator		15.02
01111 - General Clerk I		13.30
01112 - General Clerk II		14.51
01113 - General Clerk III		16.28
01120 - Housing Referral Assistant		22.35
01141 - Messenger Courier		13.45
01191 - Order Clerk I		15.94
01192 - Order Clerk II		17.30
01261 - Personnel Assistant (Employment) I		17.29
01262 - Personnel Assistant (Employment) II		19.34
01263 - Personnel Assistant (Employment) III		21.57
01270 - Production Control Clerk		22.61
01290 - Rental Clerk		14.07
01300 - Scheduler, Maintenance		17.78
01311 - Secretary I		17.78
01312 - Secretary II		20.08
01313 - Secretary III		22.35

01320 - Service Order Dispatcher	16.05
01410 - Supply Technician	26.38
01420 - Survey Worker	16.01
01460 - Switchboard Operator/Receptionist	12.95
01531 - Travel Clerk I	11.56
01532 - Travel Clerk II	12.48
01533 - Travel Clerk III	13.23
01611 - Word Processor I	15.42
01612 - Word Processor II	17.31
01613 - Word Processor III	19.37
05000 - Automotive Service Occupations	
05005 - Automobile Body Repairer, Fiberglass	22.11
05010 - Automotive Electrician	19.64
05040 - Automotive Glass Installer	18.95
05070 - Automotive Worker	18.61
05110 - Mobile Equipment Servicer	16.31
05130 - Motor Equipment Metal Mechanic	20.67
05160 - Motor Equipment Metal Worker	18.61
05190 - Motor Vehicle Mechanic	20.67
05220 - Motor Vehicle Mechanic Helper	15.10
05250 - Motor Vehicle Upholstery Worker	17.35
05280 - Motor Vehicle Wrecker	18.61
05310 - Painter, Automotive	19.64
05340 - Radiator Repair Specialist	18.61
05370 - Tire Repairer	12.59
05400 - Transmission Repair Specialist	20.68
07000 - Food Preparation And Service Occupations	
07010 - Baker	12.65
07041 - Cook I	10.78
07042 - Cook II	12.38
07070 - Dishwasher	9.99
07130 - Food Service Worker	10.91
07210 - Meat Cutter	16.35
07260 - Waiter/Waitress	9.57
09000 - Furniture Maintenance And Repair Occupations	
09010 - Electrostatic Spray Painter	15.27
09040 - Furniture Handler	10.21
09080 - Furniture Refinisher	15.27
09090 - Furniture Refinisher Helper	12.00
09110 - Furniture Repairer, Minor	13.83
09130 - Upholsterer	17.75
11000 - General Services And Support Occupations	
11030 - Cleaner, Vehicles	10.74
11060 - Elevator Operator	10.74
11090 - Gardener	15.51
11122 - Housekeeping Aide	10.77
11150 - Janitor	10.77
11210 - Laborer, Grounds Maintenance	12.22
11240 - Maid or Houseman	9.68
11260 - Pruner	11.14
11270 - Tractor Operator	14.37
11330 - Trail Maintenance Worker	12.22
11360 - Window Cleaner	11.80
12000 - Health Occupations	
12010 - Ambulance Driver	19.40
12011 - Breath Alcohol Technician	19.04
12012 - Certified Occupational Therapist Assistant	28.80
12015 - Certified Physical Therapist Assistant	26.48
12020 - Dental Assistant	19.05
12025 - Dental Hygienist	41.16
12030 - EKG Technician	28.13
12035 - Electroneurodiagnostic Technologist	28.13

12040 - Emergency Medical Technician		19.04
12071 - Licensed Practical Nurse I		17.89
12072 - Licensed Practical Nurse II		20.01
12073 - Licensed Practical Nurse III		22.31
12100 - Medical Assistant		15.15
12130 - Medical Laboratory Technician		19.17
12160 - Medical Record Clerk		14.82
12190 - Medical Record Technician		16.58
12195 - Medical Transcriptionist		17.67
12210 - Nuclear Medicine Technologist		35.60
12221 - Nursing Assistant I		10.67
12222 - Nursing Assistant II		12.00
12223 - Nursing Assistant III		13.10
12224 - Nursing Assistant IV		14.70
12235 - Optical Dispenser		13.97
12236 - Optical Technician		13.84
12250 - Pharmacy Technician		15.25
12280 - Phlebotomist		15.78
12305 - Radiologic Technologist		26.43
12311 - Registered Nurse I		23.29
12312 - Registered Nurse II		28.49
12313 - Registered Nurse II, Specialist		28.49
12314 - Registered Nurse III		34.47
12315 - Registered Nurse III, Anesthetist		34.47
12316 - Registered Nurse IV		41.31
12317 - Scheduler (Drug and Alcohol Testing)		23.59
12320 - Substance Abuse Treatment Counselor		17.12
13000 - Information And Arts Occupations		
13011 - Exhibits Specialist I		19.55
13012 - Exhibits Specialist II		25.78
13013 - Exhibits Specialist III		27.62
13041 - Illustrator I		19.55
13042 - Illustrator II		25.78
13043 - Illustrator III		27.60
13047 - Librarian		29.03
13050 - Library Aide/Clerk		13.80
13054 - Library Information Technology Systems Administrator		26.24
13058 - Library Technician		18.57
13061 - Media Specialist I		18.91
13062 - Media Specialist II		21.16
13063 - Media Specialist III		23.58
13071 - Photographer I		16.60
13072 - Photographer II		18.57
13073 - Photographer III		23.01
13074 - Photographer IV		28.15
13075 - Photographer V		34.06
13090 - Technical Order Library Clerk		17.33
13110 - Video Teleconference Technician		19.39
14000 - Information Technology Occupations		
14041 - Computer Operator I		15.08
14042 - Computer Operator II		16.87
14043 - Computer Operator III		19.19
14044 - Computer Operator IV		21.32
14045 - Computer Operator V		23.61
14071 - Computer Programmer I	(see 1)	25.43
14072 - Computer Programmer II	(see 1)	
14073 - Computer Programmer III	(see 1)	
14074 - Computer Programmer IV	(see 1)	
14101 - Computer Systems Analyst I	(see 1)	
14102 - Computer Systems Analyst II	(see 1)	
14103 - Computer Systems Analyst III	(see 1)	

14150 - Peripheral Equipment Operator	15.08
14160 - Personal Computer Support Technician	22.53
14170 - System Support Specialist	27.97
15000 - Instructional Occupations	
15010 - Aircrew Training Devices Instructor (Non-Rated)	31.00
15020 - Aircrew Training Devices Instructor (Rated)	37.51
15030 - Air Crew Training Devices Instructor (Pilot)	44.67
15050 - Computer Based Training Specialist / Instructor	31.03
15060 - Educational Technologist	33.26
15070 - Flight Instructor (Pilot)	44.67
15080 - Graphic Artist	22.39
15085 - Maintenance Test Pilot, Fixed, Jet/Prop	39.55
15086 - Maintenance Test Pilot, Rotary Wing	39.55
15088 - Non-Maintenance Test/Co-Pilot	39.55
15090 - Technical Instructor	23.08
15095 - Technical Instructor/Course Developer	28.22
15110 - Test Proctor	18.63
15120 - Tutor	18.63
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.65
16030 - Counter Attendant	8.65
16040 - Dry Cleaner	10.56
16070 - Finisher, Flatwork, Machine	8.65
16090 - Presser, Hand	8.65
16110 - Presser, Machine, Drycleaning	8.65
16130 - Presser, Machine, Shirts	8.65
16160 - Presser, Machine, Wearing Apparel, Laundry	8.65
16190 - Sewing Machine Operator	11.23
16220 - Tailor	11.96
16250 - Washer, Machine	9.17
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	16.80
19040 - Tool And Die Maker	24.75
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	14.72
21030 - Material Coordinator	22.37
21040 - Material Expediter	22.37
21050 - Material Handling Laborer	11.56
21071 - Order Filler	12.19
21080 - Production Line Worker (Food Processing)	14.61
21110 - Shipping Packer	14.32
21130 - Shipping/Receiving Clerk	14.32
21140 - Store Worker I	11.46
21150 - Stock Clerk	15.13
21210 - Tools And Parts Attendant	14.72
21410 - Warehouse Specialist	14.72
23000 - Mechanics And Maintenance And Repair Occupations	
23010 - Aerospace Structural Welder	28.43
23019 - Aircraft Logs and Records Technician	23.06
23021 - Aircraft Mechanic I	27.78
23022 - Aircraft Mechanic II	29.72
23023 - Aircraft Mechanic III	31.05
23040 - Aircraft Mechanic Helper	19.97
23050 - Aircraft, Painter	26.26
23060 - Aircraft Servicer	23.06
23070 - Aircraft Survival Flight Equipment Technician	26.26
23080 - Aircraft Worker	24.73
23091 - Aircrew Life Support Equipment (ALSE) Mechanic I	24.73
23092 - Aircrew Life Support Equipment (ALSE) Mechanic II	27.78
23110 - Appliance Mechanic	17.96

23120 - Bicycle Repairer	14.14
23125 - Cable Splicer	24.53
23130 - Carpenter, Maintenance	18.84
23140 - Carpet Layer	18.70
23160 - Electrician, Maintenance	22.47
23181 - Electronics Technician Maintenance I	19.54
23182 - Electronics Technician Maintenance II	22.11
23183 - Electronics Technician Maintenance III	23.31
23260 - Fabric Worker	17.44
23290 - Fire Alarm System Mechanic	21.76
23310 - Fire Extinguisher Repairer	16.29
23311 - Fuel Distribution System Mechanic	20.49
23312 - Fuel Distribution System Operator	15.88
23370 - General Maintenance Worker	16.58
23380 - Ground Support Equipment Mechanic	27.78
23381 - Ground Support Equipment Servicer	23.06
23382 - Ground Support Equipment Worker	24.73
23391 - Gunsmith I	16.29
23392 - Gunsmith II	18.70
23393 - Gunsmith III	21.01
23410 - Heating, Ventilation And Air-Conditioning Mechanic	19.55
23411 - Heating, Ventilation And Air Contidioning Mechanic (Research Facility)	21.27
23430 - Heavy Equipment Mechanic	19.38
23440 - Heavy Equipment Operator	17.56
23460 - Instrument Mechanic	22.97
23465 - Laboratory/Shelter Mechanic	19.86
23470 - Laborer	11.56
23510 - Locksmith	18.44
23530 - Machinery Maintenance Mechanic	23.60
23550 - Machinist, Maintenance	19.38
23580 - Maintenance Trades Helper	12.69
23591 - Metrology Technician I	22.97
23592 - Metrology Technician II	24.27
23593 - Metrology Technician III	25.66
23640 - Millwright	20.57
23710 - Office Appliance Repairer	17.77
23760 - Painter, Maintenance	15.27
23790 - Pipefitter, Maintenance	23.74
23810 - Plumber, Maintenance	22.44
23820 - Pneudraulic Systems Mechanic	21.01
23850 - Rigger	21.01
23870 - Scale Mechanic	18.70
23890 - Sheet-Metal Worker, Maintenance	20.87
23910 - Small Engine Mechanic	16.24
23931 - Telecommunications Mechanic I	24.08
23932 - Telecommunications Mechanic II	25.29
23950 - Telephone Lineman	25.07
23960 - Welder, Combination, Maintenance	17.70
23965 - Well Driller	22.41
23970 - Woodcraft Worker	21.01
23980 - Woodworker	14.63
24000 - Personal Needs Occupations	
24550 - Case Manager	16.47
24570 - Child Care Attendant	10.88
24580 - Child Care Center Clerk	13.56
24610 - Chore Aide	9.67
24620 - Family Readiness And Support Services Coordinator	14.93
24630 - Homemaker	16.64
25000 - Plant And System Operations Occupations	

25010 - Boiler Tender	21.95
25040 - Sewage Plant Operator	19.94
25070 - Stationary Engineer	21.95
25190 - Ventilation Equipment Tender	15.87
25210 - Water Treatment Plant Operator	19.94
27000 - Protective Service Occupations	
27004 - Alarm Monitor	18.67
27007 - Baggage Inspector	13.34
27008 - Corrections Officer	19.70
27010 - Court Security Officer	23.06
27030 - Detection Dog Handler	16.19
27040 - Detention Officer	19.70
27070 - Firefighter	25.71
27101 - Guard I	13.34
27102 - Guard II	16.19
27131 - Police Officer I	26.94
27132 - Police Officer II	29.92
28000 - Recreation Occupations	
28041 - Carnival Equipment Operator	12.05
28042 - Carnival Equipment Repairer	13.01
28043 - Carnival Worker	9.35
28210 - Gate Attendant/Gate Tender	12.73
28310 - Lifeguard	11.01
28350 - Park Attendant (Aide)	14.24
28510 - Recreation Aide/Health Facility Attendant	10.26
28515 - Recreation Specialist	17.41
28630 - Sports Official	11.34
28690 - Swimming Pool Operator	15.96
29000 - Stevedoring/Longshoremen Occupational Services	
29010 - Blocker And Bracer	18.90
29020 - Hatch Tender	18.90
29030 - Line Handler	18.90
29041 - Stevedore I	17.75
29042 - Stevedore II	20.08
30000 - Technical Occupations	
30010 - Air Traffic Control Specialist, Center (HFO) (see 2)	37.82
30011 - Air Traffic Control Specialist, Station (HFO) (see 2)	26.07
30012 - Air Traffic Control Specialist, Terminal (HFO) (see 2)	28.72
30021 - Archeological Technician I	20.39
30022 - Archeological Technician II	22.81
30023 - Archeological Technician III	28.27
30030 - Cartographic Technician	28.27
30040 - Civil Engineering Technician	25.78
30051 - Cryogenic Technician I	28.80
30052 - Cryogenic Technician II	28.36
30061 - Drafter/CAD Operator I	18.92
30062 - Drafter/CAD Operator II	21.16
30063 - Drafter/CAD Operator III	23.60
30064 - Drafter/CAD Operator IV	28.80
30081 - Engineering Technician I	14.89
30082 - Engineering Technician II	16.71
30083 - Engineering Technician III	18.69
30084 - Engineering Technician IV	23.16
30085 - Engineering Technician V	28.33
30086 - Engineering Technician VI	34.27
30090 - Environmental Technician	22.39
30095 - Evidence Control Specialist	21.19
30210 - Laboratory Technician	21.89
30221 - Latent Fingerprint Technician I	20.77
30222 - Latent Fingerprint Technician II	22.94
30240 - Mathematical Technician	26.21
30361 - Paralegal/Legal Assistant I	20.07

30362 - Paralegal/Legal Assistant II		27.87
30363 - Paralegal/Legal Assistant III		30.42
30364 - Paralegal/Legal Assistant IV		36.80
30375 - Petroleum Supply Specialist		25.92
30390 - Photo-Optics Technician		26.21
30395 - Radiation Control Technician		25.92
30461 - Technical Writer I		23.06
30462 - Technical Writer II		28.21
30463 - Technical Writer III		34.13
30491 - Unexploded Ordnance (UXO) Technician I		24.03
30492 - Unexploded Ordnance (UXO) Technician II		29.08
30493 - Unexploded Ordnance (UXO) Technician III		34.85
30494 - Unexploded (UXO) Safety Escort		24.03
30495 - Unexploded (UXO) Sweep Personnel		24.03
30501 - Weather Forecaster I		25.82
30502 - Weather Forecaster II		28.54
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(see 2)	23.60
30621 - Weather Observer, Senior	(see 2)	26.21
31000 - Transportation/Mobile Equipment Operation Occupations		
31010 - Airplane Pilot		29.08
31020 - Bus Aide		13.93
31030 - Bus Driver		18.92
31043 - Driver Courier		14.96
31260 - Parking and Lot Attendant		10.55
31290 - Shuttle Bus Driver		16.15
31310 - Taxi Driver		12.05
31361 - Truckdriver, Light		16.15
31362 - Truckdriver, Medium		17.29
31363 - Truckdriver, Heavy		17.28
31364 - Truckdriver, Tractor-Trailer		17.28
99000 - Miscellaneous Occupations		
99020 - Cabin Safety Specialist		14.18
99030 - Cashier		10.35
99050 - Desk Clerk		9.93
99095 - Embalmer		27.05
99130 - Flight Follower		24.03
99251 - Laboratory Animal Caretaker I		11.93
99252 - Laboratory Animal Caretaker II		12.88
99260 - Marketing Analyst		37.41
99310 - Mortician		27.05
99410 - Pest Controller		17.98
99510 - Photofinishing Worker		12.33
99710 - Recycling Laborer		17.36
99711 - Recycling Specialist		20.42
99730 - Refuse Collector		15.83
99810 - Sales Clerk		11.50
99820 - School Crossing Guard		11.06
99830 - Survey Party Chief		21.40
99831 - Surveying Aide		14.70
99832 - Surveying Technician		18.82
99840 - Vending Machine Attendant		11.69
99841 - Vending Machine Repairer		14.17
99842 - Vending Machine Repairer Helper		11.69

Note: Executive Order (EO) 13706, Establishing Paid Sick Leave for Federal Contractors, applies to all contracts subject to the Service Contract Act for which the contract is awarded (and any solicitation was issued) on or after January 1, 2017. If this contract is covered by the EO, the contractor must provide employees with 1 hour of paid sick leave for every 30 hours they work, up to 56 hours of paid sick leave each year. Employees must be permitted to use paid sick leave for their

own illness, injury or other health-related needs, including preventive care; to assist a family member (or person who is like family to the employee) who is ill, injured, or has other health-related needs, including preventive care; or for reasons resulting from, or to assist a family member (or person who is like family to the employee) who is the victim of, domestic violence, sexual assault, or stalking. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: $4.41 per hour or $176.40 per week or $764.40 per month

HEALTH & WELFARE EO 13706: $4.13 per hour, or $165.20 per week, or $715.87 per month*

*This rate is to be used only when compensating employees for performance on an SCA-covered contract also covered by EO 13706, Establishing Paid Sick Leave for Federal Contractors. A contractor may not receive credit toward its SCA obligations for any paid sick leave provided pursuant to EO 13706.

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor, 3 weeks after 5 years, and 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE NUMBERED FOOTNOTES IN PARENTHESES RECEIVE THE FOLLOWING:

1) COMPUTER EMPLOYEES: Under the SCA at section 8(b), this wage determination does not apply to any employee who individually qualifies as a bona fide executive, administrative, or professional employee as defined in 29 C.F.R. Part 541. Because most Computer System Analysts and Computer Programmers who are compensated at a rate not less than $27.63 (or on a salary or fee basis at a rate not less than $455 per week) an hour would likely qualify as exempt computer professionals, (29 C.F.R. 541. 400) wage rates may not be listed on this wage determination for all occupations within those job families. In addition, because this wage determination may not list a wage rate for some or all occupations within those job families if the survey data indicates that the prevailing wage rate for the occupation equals or exceeds $27.63 per hour conformances may be necessary for certain nonexempt employees. For example, if an individual employee is nonexempt but nevertheless performs duties within the scope of one of the Computer Systems Analyst or Computer Programmer occupations for which this wage determination does not specify an SCA wage rate, then the wage rate for that employee must be conformed in accordance with the conformance procedures described in the conformance note included on this wage determination.

Additionally, because job titles vary widely and change quickly in the computer industry, job titles are not determinative of the application of the computer professional exemption. Therefore, the exemption applies only to computer employees who satisfy the compensation requirements and whose primary duty consists of:

(1) The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;

(2) The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;

(3) The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or

(4) A combination of the aforementioned duties, the performance of which requires the same level of skills. (29 C.F.R. 541.400).

2) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

** HAZARDOUS PAY DIFFERENTIAL **

An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordnance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving re-grading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

** UNIFORM ALLOWANCE **

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of $3.35 per week (or $.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

** SERVICE CONTRACT ACT DIRECTORY OF OCCUPATIONS **

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition (Revision 1), dated September 2015, unless otherwise indicated.

** REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE, Standard Form 1444 (SF-1444) **

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination (See 29 CFR 4.6(b)(2)(i)). Such conforming procedures shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees (See 29 CFR 4.6(b)(2)(ii)). The Wage and Hour Division shall make a final determination of conformed classification, wage rate, and/or fringe benefits which shall be paid to all employees performing in the classification from the first day of work on which contract work is performed by them in the classification. Failure to pay such unlisted employees the compensation agreed upon by the interested parties and/or fully determined by the Wage and Hour Division retroactive to the date such class of employees commenced contract work shall be a violation of the Act and this contract. (See 29 CFR 4.6(b)(2)(v)). When multiple wage determinations are included in a contract, a separate SF-1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order the proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the U.S. Department of Labor, Wage and Hour Division, for review (See 29 CFR 4.6(b)(2)(ii)).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
5) The contracting officer transmits the Wage and Hour Division's decision to the contractor.

6) Each affected employee shall be furnished by the contractor with a written copy of such determination or it shall be posted as a part of the wage determination (See 29 CFR 4.6(b)(2)(iii)).

Information required by the Regulations must be submitted on SF-1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" should be used to compare job definitions to ensure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination (See 29 CFR 4.152(c)(1)).

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Bid Sheet
Gate Attendant Services
Lake Georgetown
Williamson County, TX
Cedar Breaks Park Shift B

Contract Base Year: 01 Apr 2018 through 31 Mar 2019
Contract Option Year 1: 01 Apr 2019 through 31 Mar 2020
Contract Option Year 2: 01 Apr 2020 through 31 Mar 2021

Cedar Breaks Park Shift B			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance: Summer Season – 91 days **(01 Apr 2018 through 30 Sep 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 87 days **(01 Apr 2019 through 30 Sep 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – 89 days **(01 Apr 2020 through 30 Sep 2020)**	**$**	**$**
		TOTAL COST	**$**

Bid Sheet
Gate Attendant Services
Canyon Lake
Comal County, TX

Cranes Mill Park Shift B

Contract Base Year: 1 April 2018 through 31 March 2019
Contract Option Year 1: 1 April 2019 through 31 March 2020

Cranes Mill Park Shift B			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance: Summer Season – 91 days **(1 April 2018 through 30 September 2019)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 91 days **(1 April 2019 through 30 September 2020)**	**$**	**$**
		TOTAL COST	**$**

Bid Sheet
Gate Attendant Services
Lake Georgetown
Williamson County, TX
Russell Park Shift A

Contract Base Year: 01 Apr 2018 through 31 Mar 2019
Contract Option Year 1: 01 Apr 2019 through 31 Mar 2020
Contract Option Year 2: 01 Apr 2020 through 31 Mar 2021

Russell Park Shift A			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0005	Base Year Period of Performance: Summer Season – 107 days **(01 Apr 2018 through 30 Sep 2018)**	**$**	**$**
1005	Option Year 1 Period of Performance: Summer Season – 105 days **(01 Apr 2019 through 30 Sep 2019)**	**$**	**$**
2005	Option Year 2 Period of Performance : Summer Season – 106 days **(01 Apr 2020 through 30 Sep 2020)**	**$**	**$**
		TOTAL COST	**$**

Bid Sheet
Gate Attendant Services
Lake Georgetown
Williamson County, TX
Jim Hogg Park Shift A

Contract Base Year: 01 Apr 2018 through 31 Mar 2019
Contract Option Year 1: 01 Apr 2019 through 31 Mar 2020
Contract Option Year 2: 01 Apr 2020 through 31 Mar 2021

Jim Hogg Park Shift A			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance: Summer Season – 92 days **(01 Apr 2018 through 30 Sep 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 92 days **(01 Apr 2019 through 30 Sep 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – 92 days **(01 Apr 2020 through 30 Sep 2020)**	**$**	**$**
		TOTAL COST	**$**

Amd#02

Bid Sheet
Gate Attendant Services
Stillhouse Hollow Lake
Bell County, TX

Stillhouse Park Shift B

Contract Base Year: March 1, 2018 through 28 February 2019
Contract Option Year 1: March 1, 2019 through 29 February, 2020
Contract Option Year 2: March 1, 2020 through 28 February 2021

STILLHOUSE Park Shift B			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance: Summer Season – 105 days **(Mar. 1, 2018 through Sep. 30, 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – **Amd#02 105** ~~76 days~~ **(Mar. 1, 2019 through Sep. 30, 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – **Amd#02 105** ~~76 days~~ **(Mar. 1, 2020 through Sep. 30, 2020)**	**$**	**$**
		TOTAL COST	**$**

Amd#02

Bid Sheet
Gate Attendant Services
Granger Lake
Williamson County, TX

Taylor Park Shift A

Contract Base Year: 1 April 2018 through 31 March 2019
Contract Option Year 1: 1 April 2019 through 31 March 2020
Contract Option Year 2: 1 April 2020 through 31 March 2021

Taylor Park Shift A			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance Summer Season – 92 days **(1 April 2018 through 30 September 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 92 days **(1 April 2019 through 30 September 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – 92 days **(1 April 2020 through 30 September 2020)**	**$**	**$**
		TOTAL COST	**$**

Bid Sheet
Gate Attendant Services
Granger Lake
Williamson County, TX

Taylor Park Shift B

Contract Base Year: 1 April 2018 through 31 March 2019
Contract Option Year 1: 1 April 2019 through 31 March 2020
Contract Option Year 2: 1 April 2020 through 31 March 2021

Taylor Park Shift B			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance Summer Season – 91 days **(1 April 2018 through 30 September 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 91 days **(1 April 2019 through 30 September 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – 91 days **(1 April 2020 through 30 September 2020)**	**$**	**$**
		TOTAL COST	**$**

Bid Sheet
Gate Attendant Services
Lake Georgetown
Williamson County, TX
Jim Hogg Park Shift B

Contract Base Year: 01 Apr 2018 through 31 Mar 2019
Contract Option Year 1: 01 Apr 2019 through 31 Mar 2020
Contract Option Year 2: 01 Apr 2020 through 31 Mar 2021

Jim Hogg Park Shift B			
Item #	**Attendant Position**	**Price Per Day**	**Total Cost**
0001	Base Year Period of Performance: Summer Season – 91 days **(01 Apr 2018 through 30 Sep 2018)**	**$**	**$**
1001	Option Year 1 Period of Performance: Summer Season – 87 days **(01 Apr 2019 through 30 Sep 2019)**	**$**	**$**
2001	Option Year 2 Period of Performance : Summer Season – 89 days **(01 Apr 2020 through 30 Sep 2020)**	**$**	**$**
		TOTAL COST	**$**

FORT WORTH DISTRICT

PERFORMANCE WORK STATEMENT

GATE ATTENDANT SERVICES

1. **GENERAL:** This is a non-personal services contract to provide Gate Attendant Services. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

1.1 DESCRIPTION OF SERVICES/INTRODUCTION: The Contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, supervision, and other items and non-personal services necessary to perform Gate Attendant Services for the duration of the contract period as defined in this Performance Work Statement (PWS), except for those items specified as Government-furnished property and services within each Lake Appendix in this solicitation. The Contractor shall perform to the standards in this contract. Work to be accomplished under this contract shall be in accordance with the following:

1) Fort Worth District Performance Work Statement – Gate Attendant Services
2) Lake Appendices

The successful Contractor must pass a criminal background check. Most Gate Attendant positions require a 2-person team, while a few locations may require only 1 person. See each Lake Appendix for specific Gate Attendant requirements for each lake. Site visits are highly recommended prior to bidding.

1.1.1 Definitions:

(a) Contractor: The person awarded the contract.

(b) Contracting Officer (KO): The person with the authority to enter into, administer, and/or terminate contracts and make related determination and findings on behalf of the Government. This person will be identified on the SF 1449 (Solicitation/Contract/Order for Commercial Items).

(c) Lake Manager: The manager of the local lake. The Lake Manager may appoint an authorized representative to act on their behalf.

1.1.2 Basic Requirements: The following requirements for submitting a bid and receiving an award are now mandatory for conducting business with the DOD Government.

(a) All offerors are required to obtain a Data Universal Numbering System (DUNS) number by calling 1-800-333-0505 or by visiting www.dnb.com.

(b) All prospective Contractors must be registered in System for Award Management (SAM) database prior to any award resulting from this solicitation. If at time of award, Contractor is not registered, award will be made to the next successful "registered" offer. Registration may be accomplished via the internet at www.sam.gov.

(c) All payments shall be made by Electronic Funds Transfer (EFT) or "direct deposit".

(d) E-Verify Verification of Eligibility. The Contractor must use the U.S. Department of Homeland Security E-Verify Program (http://www.uscis.gov/e-verify) website to meet the established employment eligibility requirements. The Vendor must ensure that the Candidate has two valid forms of Government issued identification prior to enrollment to ensure the correct information is entered into the E-verify system. An initial list of verified/eligible Candidates must be provided to the Lake Manager no later than 3 business days after the initial contract award.

1.2 SCOPE: Gate Attendant services as described in Section 1.11, WORK TO BE PERFORMED, and in each Lake Appendix.

1.3 PERIOD OF PERFORMANCE: The term of the contract and required services are defined in this solicitation in each Lake Appendix.

1.4 GENERAL INFORMATION:

1.4.1 Quality Control: *Not Applicable*.

1.4.2 Quality Assurance: The Government shall evaluate the Contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan. This plan is primarily focused on what the Government must do to ensure that the Contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

1.4.2.1 Inspection and Contract Performance: The service performed by the Contractor under the provisions of this contract shall be subject to inspections by the Contracting Officer, Lake Manager, or the designated Quality Assurance (QA) representative to ensure strict compliance with the terms of the contract.

(a) Notification of Deficiencies: The Contractor shall be notified in writing of any serious or recurring deficiency in service observed by the Contracting Officer or Lake Manager.

(b) Documentation of Deficiencies: Written notifications and memoranda for the record shall be prepared for the Contracting Officer. The original will be part of the contract file at the U.S. Army Corps of Engineers, Fort Worth District Office and a copy will be issued to the Contractor.

(c) Correction of Contract Deficiencies: Upon receipt of notification of deficiency in service, Contractors will immediately correct deficiencies and /or take steps to prevent recurrence of the deficiency.

(d) Deficiencies of Service: This contract may be terminated by the Contracting Officer.

(e) Evaluation of Performance: All Contractors will have their performance evaluated no less than mid-term and at the conclusion of their contract. Audits are performed per EC 1130-2-550 on a quarterly basis and recorded on ENG Form 6065, which will be placed into the contract file.

1.4.3 Government Holidays: The Contractor will work the holidays that fall on their shift.

New Year's Day	Labor Day
Martin Luther King Jr.'s Birthday	Columbus Day
President's Day	Veteran's Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

1.4.4 Hours of Operation: The hours of park operation are as specified in each Lake Appendix. The Contractor will provide staffing during all posted hours of park operation.

1.4.5 Place of Performance: The work to be performed under this contract will be performed as described in each Lake Appendix.

1.4.6 Type of Contract: The Government will award a Firm Fixed Price contract.
1.4.7 Security Requirements:

1.4.7.1 Physical Security: The Contractor shall be responsible for safeguarding all Government equipment, information and property provided for Contractor use. At the close of each work period, Government facilities, equipment, and materials shall be secured.

1.4.7.2 Key Control: Government keys provided to the Contractor will be issued and controlled in accordance with IAW AR 190-51 and the U.S. Army Corps of Engineers, Recreation Operations and Maintenance Guidance and Procedures, EC 1130-2-550, Chapter 9 and the USACE Recreation Use Fee Standard Operating Procedure. The Contractor shall establish and implement methods of making sure all keys/key cards issued to the Contractor by the Government are not lost or misplaced and are not used by unauthorized persons. NOTE: All references to keys include key cards. No keys issued to the Contractor by the Government shall be duplicated. The Contractor shall immediately report any occurrences of lost or duplicate keys/key cards to the Contracting Officer. The Contractor shall prohibit the use of Government issued keys/key cards by any persons other than the Contractor and team member. The Contractor shall prohibit the opening of locked areas by persons other than the Contractor and team member.

1.4.7.3 Lock Combinations: The Contractor shall establish and implement methods of ensuring that all lock combinations are not revealed to unauthorized persons. The Contractor shall ensure that lock combinations are changed when personnel having access to the combinations no longer have a need to know such combinations.

1.4.7.4 Access and General Protection/Security Policy and Procedures: All Contractor and all associated sub-contractor's employees shall comply with applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative). The contractor shall also provide all information required for background checks to meet installation/facility access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity verification requirements (FAR clause 52.204-9, Personal Identity Verification of Contractor Personnel) as directed by DOD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) at any installation or facility change, the Government may require changes in contractor security matters or processes.

1.4.7.5 For Contractors Who Do Not Require CAC, But Require Access to a DoD Facility or Installation: Contractor and all associated sub-contractor's employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014-05 / AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative, as NCIC and TSDB are available), or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

1.4.7.6 Suspicious Activity Reporting Training (e.g. iWATCH, CorpsWatch, or See Something, Say Something): The Contractor and all associated sub-contractor's employees shall receive a brief/training (provided by the RA) on the local suspicious activity reporting program. This locally developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the project manager, security representative or law enforcement

entity. This training shall be completed within 30 calendar days of contract award and within 30 calendar days of new employees commencing performance with the results reported to the Lake Manager NLT 5 calendar days after the completion of the training.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: The Contractor will be required to attend a pre-work conference at no additional cost to the Government to review the policies outlined in the PWS. This conference will be conducted by the Lake Manager or their representative, at each local lake office or other agreed upon location. See each Lake Appendix for additional details and requirements.

1.4.9.1 Training. The Contractor will be provided I-Watch and CorpsWatch Training and Southwestern Division Authorized Collectors Training. The training will be conducted at the pre-work conference and will be documented as complete in the contract files.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *Gate Attendant.*

1.4.12 Identification of Contractor Employees: Government-furnished Contractor identification badges or tags will be worn by the Contractor during on-duty hours at all locations.

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: The Government has unlimited rights to all documents/material produced under this contract. All documents and materials, to include the source codes of any software, produced under this contract shall be Government owned and are the property of the Government with all rights and privileges of ownership/copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the Contractor without written permission from the Contracting Officer. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. This right does not abrogate any other Government rights.

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES:

1.5.1 Facilities: The Government will provide a gate house in the park in which the Contractor will work.

1.5.2 Equipment: The Government will provide a non-networked computer for non-sensitive data entry, computer monitors, printers, telephone and radio communication equipment.

1.5.3 Materials: The Government will provide gate house supplies, including forms, maps, brochures, handouts, computer paper, staplers, staples, china markers, water hose and sprinklers. The Government will provide other items as specified in each Lake Appendix.

1.5.4 Trailer Site: Unless otherwise indicated in the lake-specific appendices, the Government will furnish a site for self-contained travel trailer or motor home with 110- volt electricity, water, and sewer hook-ups and/or dump station nearby. If the Contractor's travel trailer is not configured or adaptable to the sewage, water or electric hookups available at the site, the Government will not be responsible for providing attachments, etc. No reimbursement will be made whenever utilities are not available and must be secured elsewhere. The use of the facilities is at the Contractor's own risk and damage to personal equipment will be the sole responsibility of the Contractor. Site shall be restored to original condition after period of performance is completed.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: Any additional supplies, equipment, facilities and services the Contractor desires to perform work under this contract that are not listed under Section 1.5, Government-Furnished Items and Responsibilities, of this PWS shall be furnished by the Contractor.

1.6.2 Equipment: The Contractor will provide a transportation vehicle, which can be operated independently of the RV free of leaks and in good mechanical condition for use in performing the requirements of the contract. Proof of liability insurance will be submitted during the pre-work conference and prior to the work start date. All motor vehicles and operators will comply with state laws such as licensed operators, vehicle safety equipment, etc. The Contractor may be required to display the vehicle identification provided by the Government on the vehicle while on duty. The Contractor's vehicle will not display Emergency Red and/or Blue Lights, use a siren, or otherwise represent an appearance of an emergency vehicle while on duty. The Contractor will supply the gas for operation of the vehicle while on duty.

1.6.3 Materials: The Contractor shall furnish all materials, excluding those furnished by Government as specified above in Section 1.5, needed to operate the gatehouse. This list includes, but is not limited to highlighters, color markers, notepads, pens, pencils, tape, trash bags, cleaning supplies, restroom supplies and any other items that may be necessary to operate the gatehouse.

1.6.3.1 Sustainability: The contractor must meet the recycled content requirements set forth by the EPA for specified products. The following web site contains a list of EPA designated products: http://www.ssc.nasa.gov/environmental/pdf/AffirPro.pdf . Contractor will ensure compliance of the EPA guidelines under the categories of: non-paper office products, paper and paper products.

The contractor must meet the Bio Preferred Program requirements set forth by USDA. The following is a link to USDA-designated product categories: https://www.biopreferred.gov/BioPreferred/faces/pages/ProductCategories.xhtml. Contractor will ensure compliance under the categories of: Janitorial, Grounds keeping, and Personal Care.

The contractor shall ensure all deliverables be printed double sided on paper that contains post-consumer fiber (recycled content).

1.6.4 Temporary Living Quarters: The Contractor shall furnish a fully operable "self-contained" recreational vehicle (RV) of the travel trailer or motor home type to serve as temporary living quarters for the duration of the contract. Maximum size of the trailer is determined by physical limitations of the site furnished. It will be located near the entrance to the park at a location to be designated by the Lake Manager. Pickup (shell-type) campers, pop-up tent trailer, tents, mini-travel trailers, mobile homes, buses, or any other types of recreation vehicles which do not meet general size requirements or the self-contained classification as determined by inspection of the Contracting Officer or his/her authorized representative will not be acceptable. The Contractor will be the sole occupants of the site.

1.6.5 Personnel: *See each Lake Appendix.*

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): The Contractor must abide by all applicable regulations, publications, manuals, and local policies and procedures. These include latest Title 36 CFR Part 327, EC 1130-2-550, the USACE Recreation Use Fee SOP, Lake Appendix, and United States Army Corps of Engineers EM 385-1-1, Safety and Health Requirements Manual.

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: See each Lake Appendix.

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: See each Lake Appendix.

1.10 SAFETY: The Contractor(s) shall comply with all pertinent sections of the U.S. Army Corps of Engineers' Safety and Health Requirements Manual, EM 385-1-1, current at the time of award, and any subsequent revisions. This manual can be found on-line at: www.usace.army.mil/usace-docs/eng-manuals/em385-1-1/toc.htm.

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees: The Contractor will follow fee collection, credit voucher, refund, campsite reservation and remittance procedures established by the U.S. Army Corps of Engineers, Recreation Operations and Maintenance Guidance and Procedures, Chapter 9- Recreation Use Fees (EC 1130-2-550, Chapter 9) and the Corps Recreation Use Fee Program SOP. These regulations can be accessed on the web at http://corpslakes.usace.army.mil.

(a) Use Fee Collection: The Contractor is required to collect Use Fees daily, to ensure visitors have paid applicable use fees, utilizing the U.S. Army Corps of Engineers Use Permit (ENG Form 4457), National Recreation Reservation Service (NRRS), Outdoor Recreation Management Suite (ORMS) Field Manager Program, an automated cash register, and/or collection from an honor vault. This includes going through the park to collect and safeguard fees when necessary. The Contractor is required to collect use fees for specialized recreation sites, facilities and services provided by the Corps of Engineers. This may include, but is not limited to, camping, group facility use, day use, special facility use, and multiple site rental use. The Contractor is required to accept cash, personal check, traveler's checks, money orders or credit card payments as methods of use fee payment.

(b) Audits and Fee Security: The Contractor will be responsible for Use Fee Permits (ENG Form 4457), cash register receipts and journal, computer generated receipts, signed credit card receipts, and all collected forms of use fee payments until turned over to an authorized fee collector/cashier. The Contractor may be audited at any time, with or without prior notice, and is required to place all forms of collected use fee payments/monies in the gatehouse cash drawer or fee safe provided immediately upon receipt. The cash drawer or fee safe will remain closed immediately after every transaction and the automatic lock shall not be defeated at any time.

(c) Cash on Hand: The Contractor is required to have personal cash on hand at all times (minimum of $50.00) to make change. A signed statement with the amount of personal funds in use will be placed in the cash drawer and updated immediately anytime this amount changes. Refer to each Lake Appendix for any additional requirements.

(d) Remittance Procedures and Inspection of Use Fees: All lakes require use fee remittance a minimum of once a week. See "Use Fee Collections" in each Lake Appendix, for which process is used at the location(s) on which you are bidding. Inspections will be performed during the contract period as deemed necessary by the Lake Manager.

TASK 2. Campsite Reservations: The Contractor will comply with the Fort Worth District Camping and Reservation Policy Manual, which is available at the lake office. The Contractor will adhere to guidelines and procedures established under the National Recreation Reservation System (NRRS), using Outdoor Recreation Management Suite (ORMS) Field Manager program in the campground. The Contractor may also be required to take advance campsite reservations, which would consist of

receiving and booking reservations requests, collecting and processing camping fees, and handling cancellation and refund requests. The Contractor will be required to perform some or all the following duties daily:

(a) Pick up reservation data reports, i.e. bookings, arrival reports, cancellation reports, etc., from the local lake office or accept the reports delivered in person, and /or transmitted by telephone, electronic mail received through a computer, facsimile machine, etc.

(b) Maintain and update necessary status reports utilizing charts, status boards, note pads, card systems, computer/cash register systems, ORMS, Field Manager, NRRS, etc., to ensure that campsite status is kept current at all times.

(c) Keep records and monitor date of arrivals, departures, no-shows, cancellations, etc.

(d) Fill out refund and credit voucher forms according to policy.

(e) Post or identify reserved and vacant campsites by posting provided signs or markers. The Contractor will also maintain records as necessary for the administration of the campsite reservation program as directed by the Lake Manager. The Contractor will accept the campsite reservation permit/confirmation letter as both proof and payment of the reservation.

TASK 3. Group Shelters: The Contractor will keep records and ensure compliance of group shelter use as required by the Lake Manager including the use of the NRRS system, where applicable. The Contractor may be required to take advance reservations for these facilities, and also check in the reservations once they arrive in the park. The Contractor may also be required to turn on utilities at these sites in preparation for arrival of these visitors.

TASK 4. Camping Status: The Contractor will record the campsite occupied and maintain record of the current status for each campsite occupied. The Contractor will keep written records of each camper's length of stay to ensure compliance with the Fort Worth District camping policy. The Contractor will register park users, issue appropriate passes and deliver messages to visitors. The Contractor will keep a written record of campers who are turned away due to lack of campsites or campsites with desired hook-ups. The Contractor shall also participate as required in all Recreation Use Surveys that may be conducted.

TASK 5. Park Inspection: The Contractor will inspect the park area and facilities a minimum number of times each day as required by each Lake Appendix. Inspections will be made in a vehicle provided and maintained by the Contractor. During all inspections, if the Contractor observes park users violating Corps of Engineers rules and regulations (Title 36 CFR, Part 327), the Contractor shall advise the visitor of the violation. The Contractor is not to pursue enforcement. If violations persist, the Contractor shall contact a Park Ranger. If a Park Ranger is not available, the Contractor will record any violations of USACE rules or regulations and forward them immediately to the Lake Manager.

TASK 6. Complaints: The Contractor will keep a written record of all complaints and criticisms of park facilities. These records will be given to the Lake Manager at regular intervals or upon request.

Visitor Assistance: The gatehouse will be occupied by the Contractor during the posted hours of the park during which time they will assist the park visitors by providing information concerning the visitor's stay. This may include providing free copies of informational pamphlets, rules and regulations and/or maps. The Contractor will conduct themselves in a professional and courteous manner at all times. The Contractor will advise campers and park visitors: (1) to utilize only developed facilities or designated overflow areas and, (2) to operate and park all vehicles and

campers only on paved surfaces or designated parking areas. The Contractor will advise campers of quiet hours (10:00 P.M. until 6:00 A.M.) as they enter the park**.**
Disturbances: The Contractor will promptly report all accidents, violations of law, disturbances and situations that could affect health and safety of visitors to the Park Ranger or Lake Manager. In the event the Contractor is unable to communicate with the Park Ranger and the situation dictates, the Contractor will contact the local law enforcement officers as soon as practical. All communications with local law enforcement officers will be reported to the Park Ranger or Lake Manager, on the next workday. The Contractor will not attempt to apprehend any violators or enforce rules, regulations, or laws. Attendants will inform park visitors of rules, regulations and laws and refer violations to the Park Ranger. **NOTE: Serious incidents such as a fatality in the park or situations of significant public interest will be reported immediately to the local law enforcement agency and to the Lake Manager.** Contact information will be available at each applicable lake office.

Lost and Found: The Contractor will keep lost and found articles in the gatehouse or trailer and turn over all found articles with as much information as possible to a Park Ranger in accordance to each lake policy.

Image, Personal Appearance and Dress: The Contractor shall, at all times when on duty and when dealing with the public, be required to maintain a fully-clothed and neat, well-groomed appearance. Contractor-furnished shirts, hats and/or vests identifying the Contractor as the attendant are encouraged and may be required as noted in the lake appendices. In no way shall these clothing items create an appearance that the Contractor or their employee is an employee of the Government. Government-furnished Contractor identification badges or tags will be worn by the Contractor during on-duty hours at all locations. Cut-offs are not allowed, and shorts must be knee-length or longer. Shoes shall be worn at all times; flip flops or similar footwear will not be permitted.

Cooperation with Others: The Contractor will maintain good communications and relations with the public, other Contractors, volunteers, Corps of Engineers employees and others who work with the Corps of Engineers for the construction of new facilities, repair of existing facilities, sanitation services, trash pick-up services, and grass mowing, etc. The Contractor will allow Corps of Engineers employees to utilize communication facilities furnished by the Government. Cooperation will include, but not be limited to summoning assistance and reporting all instances of vandalism, harassment, public intoxication, speeding, etc., to proper authorities. The Contractor will diligently attempt to provide for the needs of our visiting public as public relations representatives for the Corps of Engineers.

Living Area and Gatehouse Maintenance:

(a) Trailer Area Maintenance: The Contractor will maintain the area where the trailer is parked (Gate Attendant Site) in a clean and sanitary condition at all time. No dog pens, horse corrals, poultry cages or similar facilities for pets or the raising of animals will be allowed.

(b) Pets: All pets will be confined in the Contractor's trailer or on a leash of 6-foot or less in length and must not disturb park visitors. The Contractor's site will remain clean of animal waste at all times. Pets will have all vaccinations as required by the state laws and will wear a collar that displays the vaccination tags at all times. No pets are allowed inside the gatehouse.

(c) Excessive Personal Items: No washers, dryers, deep freezers, or excessive personal items will be permitted around trailer pad areas or inside the gatehouse.

(d) Smoking: Smoking is not allowed in or within 30 feet of the gatehouse.

(e) Gatehouse Maintenance: The Contractor will maintain the gatehouse in a clean, orderly and sanitary condition at all times. The Contractor will provide all equipment, tools, and supplies necessary to clean the gatehouse. Only authorized personnel are to enter the gatehouse at any time.

(f) Trash Removal: Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government.

(g) Living Quarters Security: Security of the Contractor's living quarters and all personal property shall remain the Contractor's responsibility throughout the duration of the contract. The Government accepts no responsibility for, nor will it be liable for, damage or theft occurring to the Contractor's property.

No Soliciting: Contractor will not solicit, advertise, sell or offer to sell any unauthorized goods or services to campers or visitors on public property (CFR Title 26, Section 327.18).

Weapons: Firearms or any type of object that could be considered a weapon will not be carried or kept in the park (e.g. pepper spray, clubs). This includes, but not limited to the gatehouse or trailer occupied by the Contractor.

Alcohol: The Contractor will not consume or be under the influence of alcoholic beverages, illicit drugs and/or medication unless administered under a doctor's prescription while on duty or while in view of the public. This includes, but is not limited to, the park entrance area, attendant site, gatehouse, park restrooms, campsites, etc.

Government Property: The Contractor will be required to return Government property on the last day of the contract. The Contractor will be held liable for any missing or damaged Government equipment or materials. **Computers, printers, radios, and telephone equipment provided by the Government are for official use only.** Contractor shall not use gate house computers for personal business or install any personally owned software. Any damages incurred as result of personally-owned software being installed on the Government computers will be considered damages to Government property and Contractor will be held responsible for reimbursement to the Government any cost associated with repairs or replacement of the equipment. Final payment will not be paid until all Government property is returned and all fee monies have been turned in.

Absenteeism: The Lake Manager should be contacted and given as much advance notice as possible about anticipated absences. The Lake Manager must approve all absences in advance. An absence by any one or both of the two-person contract team, without prior approval by the Lake Manager, is grounds for dismissal of the Contractor and termination of the contract. If arrangements will be made for someone to cover the shift, these persons must be approved in advance by the Lake Manager and must meet the required bonding and insurance requirements. Payment for time not performed will be subtracted from the lump sum amount at the daily rate. The daily rate is calculated by dividing the lump sum by the total number of days.

Visitors of the Contractor/Gate Attendant: Adult family members and friends will not live with the Contractor. "Living with the Contractor" is defined as a person staying with the Contractor for more than 14 days in a 30 day period. Visitors of the Contractor will be required to lodge in the Contractor's trailer, or, if they have their own equipment, visitors will be required to camp at a campsite in the park and pay the regular camping fee. Visitors will not be allowed to connect to the Contractor's utilities at any time. All non-authorized personnel are to remain outside the gate house at all times.

Security Bonding (Bonding for Fee Collection): The Contractor must be fully bonded or insured to cover collected funds not received by the designated Government agent or ReserveAmerica by furnishing the Contracting Officer proof of such bond or security in the minimum amount of

$5,000.00 payable to the U.S. Army Corps of Engineers. Condition of the bond obligation covers the loss of Government Funds/Use Fees that are stolen or embezzled by the contract Gate Attendant. The bond must name all persons that will be working under this contract and handle Government Funds/Use Fees. The bonds should note that the contract Gate Attendant collectors are not a direct employee of the Government. Term of the bond is for a minimum 60 days past the Contractor's effective date of termination. A condition in the bond will require the bonding company to notify the Corps of Engineers before the bond is modified, terminated or cancelled, prior to the original termination date. The Contractor must provide a copy of the bond at the Pre-work Conference. The Contractor shall not start work without proof of bonding. The Contractor can choose one of the following options to fulfill this requirement:

(a) Obtain a Business Services, Volunteer in Parks (VIP), Fidelity, or Dishonesty bond from an insurance agent meeting the criteria stated in Task 19, above. The cost of the bond varies by type, individual and the issuing company.

(b) Furnish an irrevocable, unconditional letter of credit from a financial institution in the specified amount.

Physical Security and Key Control: See Sections 1.4.7.1 and 1.4.7.2 above.

1.12 GENERAL LIABILITY AND OTHER INSURANCE: In addition to automobile insurance required in 1.6.2 Equipment, the Contractor is responsible for obtaining and paying for any other insurance desired, including but not limited to, medical, general liability, and comprehensive property. The Contractor may be responsible for damage to private or Government property if in the opinion of the Contracting Officer or his designated representative the damage is a result of Contractor negligence.

1.13 DAMAGE RESPONSIBLITY: The Contractor shall be responsible for restoring any Government facilities, structures, or trees damaged as a result of his/her operation. The Contractor shall also be responsible for any damage to private property, and will notify the Lake Manager immediately of damage to Government property and/or private property, and injury to any person resulting from his/her operation. The Contractor will notify the Lake Manager immediately of damage to Government facilities due to vandalism or other causes on the day such damage is first noticed.

1.14 LIABILITY: During the period of this contract, the Contractor shall be responsible for all injuries or damages of any nature caused or contributed to by the Contractor, his/her agents, and/or employees while engaged in work under this contract.

1.15 PERMITS/COMPLIANCE: The Contractor shall, without additional expense to the Government, be responsible for complying with and obtaining any necessary licenses and/or permits. The Contractor will comply with all Federal, State, County, and Municipal laws, codes and regulations in connection with the performance of the work.

1.16 COMMUNICATIONS EQUIPMENT: The Contractor may be required to operate and use radio equipment for communication with the Park Rangers and lake office. The Government will furnish radio equipment when required, and the Contractor will be trained on its use.

1.17 PAYMENT FOR SERVICES: Payment will be made monthly by Electronic Funds Transfer (EFT) in accordance with FAR 52.212.4. Payment will be made upon receipt and acceptance of proper invoice in accordance with 5 CFR 1315.5 (within approximately 10 days).

1.18 TERMINATION: Failure of the Contractor to provide items in full and to provide complete services listed in the contract specifications and applicable specific park sheets may be grounds for termination. Breach of contract and/or voluntary termination of contract without sufficient cause may jeopardize the Contractor's standing for future contract with the U.S. Army Corps of Engineers. Contractors may be terminated if the Government determines Gate Attendant services are no longer needed due to unforeseen

closures of the park or major facilities (e.g., beaches, boat ramps, restrooms, campgrounds). Unforeseen closures would include those resulting from droughts, flood, storm damage, infrastructure failure and previously unknown safety hazards.

1.18.1 <u>Grounds for Termination</u>: Inappropriate conduct or unacceptable actions of a Contractor may be grounds for termination of the contract. Examples of actions meriting termination include, but are not limited to:

(a) Theft, misappropriation, personal use, and/or improper security and accountability of use fees or Government services, property, equipment, facilities and/ or supplies. Any of these acts may also result in criminal prosecution.

(b) Consumption of alcoholic beverages and/or intoxication while on duty, and possession or use of illicit drugs at any time.

(c) Discrimination, harassment, profanity, or other inappropriate behavior perpetrated against customers, Corps of Engineers personnel, or other Contractors.

(d) Recurring written and/or verbal complaints from visitors and/or Lake Office personnel on Attendant's attitude, lack of cooperation and/or resistance to implementation of policies and program as directed by the Lake Manager or his/her authorized representative.

(e) Failure to follow security procedures, including the allowance of unauthorized personnel inside the gatehouse or the Contractor (non-public) work area of the gatehouse/entrance stations.

(f) Inability to perform duties and job responsibilities in accordance with the General Specifications and Specific Park Sheet(s).

(g) Violations of public health and safety, including smoking in the gatehouse.

(h) Failure to maintain a neat, clean, well-groomed personal appearance.

(i) Failure to abide by Title 36 CFR, Chapter III, Section 327.

1.19 <u>DUTY OF CONTRACTOR TO FINISH CONTRACT</u>: The Contractor may not terminate the contract. If the Contractor fails to complete the contract through the specified term including option periods (if applicable), the Contractor is subject to re-procurement cost.

1.20 <u>OTHER REQUIREMENTS</u>: See each Lake Appendix included in this solicitation for further requirements.

*****SPECIAL NOTICE*****

All persons handling Government monies or accessing the Government computer system under this contract shall be subject to a background investigation to establish their reliability, trustworthiness, conduct and character. By execution of the contract, the Contractor certifies that all persons providing such services under the contract are so qualified, including but not limited to, not having been convicted of a felony. Any person so found not to have the necessary reliability, trustworthiness, conduct and character shall be dismissed. If the Contractor fails to meet this requirement, the contract will be terminated for default. By providing a bid on this contract, you are providing authorization for U.S. Army Corps of Engineers, its agents or representatives to investigate your background, as deemed necessary by such agent or representative, to establish your trustworthiness, reliability and character. In the course of performance of this contract, the Contractor/Contractor Personnel may come into contact with or possession of information covered by the Privacy Act (e.g. Social Security numbers) and/or sensitive personal information of Corps of Engineers employees/members of the public/patrons/customers (e.g., personal

checks with account numbers, credit card numbers). The Contractor/Contractor Personnel shall not memorize copy or record this information in any way, nor shall they use their access to this information for any personal reason or financial gain, or provide this information to any third person or party. Failure to comply with these restrictions will result in the immediate termination of the Contractor employee, and may subject the employee to civil suit for money damages and/or criminal prosecution to the fullest extent under the law. Repeated violation of this provision may serve as a basis for termination of the contract. The Contractor will secure an acknowledgement from every employee that they have read, understand and will comply with this paragraph.

FORT WORTH DISTRICT
CANYON LAKE APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES

1. **GENERAL:** *See below.*

1.1 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows and as stated in 1.4.5 PLACE OF PERFORMANCE:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Cranes Mill Park Shift B	2
Comal Park Shift B	2
North Park	2
Canyon Beach Shift B	2
Canyon Park Shift B	2
Potters Creek Shift B	2

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Canyon Lake are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Cranes Mill Park Shift B Base Year (1 APR 2018 – 30 SEP 2018)	91	1274	1274	910
Cranes Mill Park Shift B Option Year 1 (1 APR 2019 – 30 SEP 2019)	91	1274	1274	910
Comal Park Shift B Base Year (1 APR 2018 – 23 SEP 2018)	88	1059	1059	1053
Comal Park Shift B Base Year Only (1 APR 2019 – 22 SEP 2019)	88	1059	1059	1053
North Park Base Year Only (1 APR 2018 – 23 SEP 2018)	79	1027	1027	869
Canyon Beach Shift B Base Year (1 APR 2018 – 23 SEP 2018)	88	1059	1059	1053
Canyon Beach Shift B Option Year 1 (1 APR 2019 – 22 SEP 2019)	88	1059	1059	1053
Canyon Park Shift B Base Year (1 APR 2018 – 23 SEP 2018)	88	1059	1059	1053
Canyon Park Shift B	88	1059	1059	1053

Option Year 1 (1 APR 2019 – 22 SEP 2019)				
Potters Creek Shift B Base Year (1 APR 2018 – 30 SEP 2018)	91	1274	1274	910
Potters Creek Shift B Option Year 1 (1 APR 2019 – 30 SEP 2019)	91	1274	1274	910

1.4 GENERAL INFORMATION: *See below.*

1.4.4 Hours of Operation: The Contractor will work a four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all holidays that fall within their four-day shift. Twenty-four hour shifts begin at 10 pm each night and end at 10 pm the following night. Peak usage for day use parks is 2 pm to sunset on Fridays, 12 pm to sunset Saturdays and Sundays, and from open to close on holidays. Contractors will maintain adequate staffing of the gatehouse during the park operating hours. Contractor "A" will begin work on 1 April and work 4 days. Contractor "B" will start work on 5 April and work 4 days. This pattern continues throughout the term of the contract. North Park is run differently from other parks on Canyon Lake. North Park is only open Friday, Saturday, and closes at 2 pm on Sunday. Additionally, on the weekends of Memorial Day and Labor Day, the park operates Sunday till 10 pm and closes at 2 pm on Monday. Twenty-four hour shifts begin at 10 pm each night and end at 10 pm the following night. Peak usage is usually at 9 am on Friday mornings until about Noon. Saturdays are busy all day long. Contractors will maintain adequate staffing of the gatehouse during the park operating hours of 9 am to 10 pm. Contractors will maintain adequate staffing on site in the park during the rest of the shift from 10 pm to 9 am.

Contractor	Monday - Sunday
Cranes Mill Park Surveillance Hours Gate House Hours Availability Hours	 2 hours a day 8 am – 10 pm 10 pm – 8 am
Comal Park Surveillance Hours Gate House Hours Availability Hours	 2 hours a day 8 am – Sunset Sunset – 8 am
North Park Surveillance Hours Gate House Hours Availability Hours	 2 hours a day 9 am – 10 pm Friday, Saturday and Sunday ONLY, plus holidays 10 pm – 9 am
Canyon Park Surveillance Hours Gate House Hours Availability Hours	 2 hours a day 8 am – 10 pm 10 pm – 8 am
Canyon Beach Surveillance Hours Gate House Hours	2 hours a day 1 pm – Sunset Monday–Friday 8 am to Sunset – Saturday, Sunday, Holidays Sunset – 8 am

Availability Hours	
Potters Creek Park Surveillance Hours Gate House Hours Availability Hours	 2 hours a day 8 am – 10 pm 10 pm – 8 am

1.4.5 <u>Place of Performance</u>: The work to be performed under this contract will be performed at Canyon Lake.

1.4.5.1 **Cranes Mill:** The work to be performed under this contract will be performed at Cranes Mill Park at Canyon Lake. Cranes Mill Park is a camping only park located approximately 27 miles northwest of I-35 and New Braunfels, TX, just off FM 2673. This park has 30 RV, 35 only tent sites, and a boat ramp. A Crappie Dock is located just prior to the park gatehouse complex. The park has a fishing pier, restrooms with showers and flush toilets, and a boat ramp. Gatehouse is located across the street from gate attendant pad site. The gatehouse is equipped with central heat and air conditioning and restroom facilities. The Government provides 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.5.2 **Comal Park:** The work to be performed under this contract will be performed at Comal Park at Canyon Lake. Comal Park is a day-use only park located approximately 24 miles northwest of I-35 and New Braunfels off of FM 2673. Comal Park has a swim beach, playground, 2 boat ramps, 55 picnic sites, and restrooms with flush toilets. One Contractor's pad site is located approximately 200 feet from the gatehouse. The other pad site is located approximately ¼ of a mile from the gate house within the confines of the park. The gatehouse is equipped with central heat and air conditioning and restroom facilities. The Government provides 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.5.3 **North Park:** The work to be performed under this contract will be performed at North Park at Canyon Lake. North Park is a primitive camping park located approximately 2 miles west of FM 306 on the north side of the lake. North Park contains 19 campsites. This park is very popular with SCUBA divers. The park entrance gatehouse is located across the street from the Contractors' pad sites. Park entrance gatehouse contains air conditioning and heat, but no restroom facilities. The Government provides a 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.5.4 **Canyon Beach**: The work to be performed under this contract will be performed at Canyon Beach at Canyon Lake. Canyon Beach is a day-use only park located 19 miles northwest of I-35 and New Braunfels, TX, just off FM 306. Canyon Beach has a developed swimming beach, 13 picnic sites and 200 parking spaces. A portable toilet is supplied by the Government near the gatehouse for use by Contractors. <u>There are no RV sites at this park for gate attendants. Gate attendant RV sites are located off-site</u>. Sites designated for gate attendants is North Park or at the Project Office, approximately 12 miles one way. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.5.5 **Canyon Park:** The work to be performed under this contract will be performed at Canyon Park at Canyon Lake. Canyon Park is a primitive tent camping only park located approximately 19 miles northwest of I-35 and New Braunfels, TX, just off FM 306. There are 155 primitive sites, 3 group shelters, and 1 boat ramp. This park is popular with families. Gatehouse (without restroom facilities) is located less than 300 feet from Contractor pad sites. A portable toilet is supplied by the government near the gatehouse for use by Contractors. The Government provides a 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.5.6 **Potters Creek Park:** The work to be performed under this contract will be performed at Potters Creek Park at Canyon Lake. Potters Creek Park is a camping only park located approximately 24 miles northwest of I-35 and New Braunfels, TX, off FM 306. This park normally has 131 camp sites and 7 shelters, but the Memorial Day Weekend Flood of 2015 destroyed much of the park. Currently only Loop 1 (32 RV sites) is operational. **We EXPECT to have most if not all of the park open by Memorial Day 2018.** Gatehouse is located across the street from gate attendant pad site. The gatehouse is equipped with central heat and air conditioning and restroom facilities. The Government provides a 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. **There is no mail delivery, so a post office box must be set up at the Canyon Lake Post Office. No delivery to the park or office.**

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: The pre-work conference will be arranged with the gate attendant. It will be coordinated with Terri Beth Teaschner, Canyon Lake Office, 601 COE Road, Canyon Lake, TX 78133. 830-964-3341.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.3 Materials: The Government will also provide light bulbs, air conditioner filters, receipt paper for the cash register or NRRS receipt printer. Paper for fax machines and printers will not be replenished after the initial ream of paper. If the gate attendant runs out of copy paper, they will have to supply their own. The Government **WILL NOT** provide tape or markers.

1.5.4 Trailer Site: The Government provides trailer sites in the parks at Cranes Mill, Comal Park, Canyon Park, North Park, and Potters Creek. Canyon Beach trailer sites are **NOT** located at Canyon Beach and instead are located at the Project Office. The Government shall provide a 20/30/50 amp electrical pedestal, water and sewage hook-up at each Contract Gate Attendant site at no cost to the Contractor. Any other utility or service shall be obtained by to the Contractor. We **DO NOT** allow mail to be delivered to the office or to the parks. Contractor must rent a post office box at the Post Office in Sattler (the Canyon Lake Post Office).

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: The government does not provide microwaves, refrigerators, ice makers, or any other kitchen type appliance used to store or prepare food or medicine.

1.6.3 Materials: Contractor will need to provide their own tape, dry erase markers, and other materials that they may want to use. Also, when the contractor exhausts their supply of government supplied copy paper the contractor will be responsible for providing their own.

1.6.3.1 Sustainability: *No Additional.*

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel:

1.6.5.1: **Cranes Mill Park, Comal Park, Potters Creek Park**: Minimum of two (2) person team over 21 years of age shall remain in the park during the entire work shift as specified by the Lake Manager. Contractor will be required to work a four (4) day on and four (4) day off shift. Due to the nature of duties required for Contractors at any gatehouse, and in order to make sure that Contractors and their team member get adequate rest and down time away from the gatehouse, the second team member for any Contractor cannot be on a contract at another lake. Also, the Contractors and team member cannot be on the contract at the same shift in a different park. On a case by case basis, we may allow both shifts in the park to be covered by a single couple IF we determine the couple is capable of doing the job without interruption in the quality of service to the customer. The park is very busy on Friday, Saturday, Sunday, and Holidays with less business weekdays. The gate attendant will be responsible for maintaining adequate coverage on holidays and weekends and for making sure the shift is covered in the event of any personal emergency.

1.6.5.2 North Park is run differently from other parks on Canyon Lake. North Park is only open Friday, Saturday, and closes at 2 pm on Sunday. Additionally, on the weekends of Memorial Day and Labor Day, the park operates Sunday till 10 pm and closes at 2 pm on Monday. Twenty-four hour shifts begin at 10 pm each night and end at 10 pm the following night. Peak usage is usually at 9 am on Friday mornings until about Noon. Saturdays are busy all day long. Contractors will maintain adequate staffing of the gatehouse during the park operating hours of 9 am to 10 pm. Contractors will maintain adequate staffing on site in the park during the rest of the shift from 10 pm to 9 am. Normally, a minimum of two (2) person team over 21 years of age shall remain in the park during the entire work shift as specified by the Lake Manager. We will consider a one (1) person team at North Park due to the limited days operated and the low number of campsites operated. Also, the Contractor (and team member) cannot be on the contract in a different park. The gate attendant will be responsible for maintaining adequate coverage on holidays and weekends and for making sure the shift is covered in the event of any personal emergency

1.6.5.3 Canyon Beach Canyon Beach is the only exception. The second team member on the contract may be the second team member on the other Canyon Beach (shift) Contract, but cannot be the second team member on any other contract at any other park. This is due to the limited number of hours worked in the park Monday-Friday. We will also consider one (1) person per contract at Canyon Beach due to the limited hours of operation on Monday-Friday. The gate attendant will be responsible for maintaining adequate coverage on holidays and weekends.

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

(a) Use Fee Collection: Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a cash register in Comal Park, North Park, Canyon Beach, and Canyon Park. The National Recreation Reservation System (NRRS) is used in Cranes Mill and Potters Creek. Canyon Lake no longer has a Fee Collector. The Gate Attendant Contractor will be responsible for converting all cash into money order or cashier check and dropping the money, receipts, and fee remittance forms in a safe located in the Canyon Lake Project Office (located at the dam) before noon (12:00 pm) the first business day after their shift has ended. If the day is a holiday, then the money will be turned in the first day the Canyon Lake Project Office is open. The Contractor will be responsible for converting cash into a money order or cashier check at no cost to the Government. The Contractor will prepare, balance and sign fee collection documents. In the event fees do not balance, the Contractor will be responsible for any shortage and any excess collections will be added to the total. The contractor at Cranes Mill and Canyon Park is also responsible for selling America The Beautiful Passes.

(b) Audits and Fee Security: *No Additional.*

(c) Cash on Hand: Each gate attendant will have different amounts of cash on hand to make change. Cranes Mill may need quarters and one dollar bills. The day use parks typically need more five dollar bills. Canyon Park typically requires the most cash on hand to make change. The Project Offices does **NOT** supply the cash to make change.

(d) Remittance Procedures and Inspection of Use Fees: At the end of the shift, the gate attendant will turn in fees collected and remittance paperwork to the office. The Canyon Lake office will give detailed description of how to turn in fees at the prework conference.

TASK 2. Campsite Reservations: The gate attendant does **NOT** make reservations for the public or reserve campsites. Canyon Park gate attendant is required to sell group shelters as there is no computerized reservation system.

TASK 3. Group Shelters: Canyon Park and Potters Creek are the only 2 parks with group shelters. Potters Creek Group Shelter will be on the reservations system. Canyon Park is not.

TASK 4. Camping Status: Camping parks have a dry erase board that is used to keep the status current of sites. Although Potters Creek and Cranes Mill are on the NRRS, we do NOT rely solely on the NRRS system to keep track of the sites. It is still the responsibility of the Potters Creek and Cranes Mill gate attendants to keep the dry erase board up to date and not to rely on the NRRS reports to determine site status. Law enforcement, volunteers, and park rangers need to be able to glance at the board and know what is in the park.

TASK 5. Park Inspection: The Contractor shall inspect the park a minimum of four (4) times a day. However, during busy times with a lot of check-in's and check-out's, rounds may need to be made more often to ensure campers due out have left the park so that incoming reservations can be checked in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. The Contractor shall keep an inspection report. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cut-offs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No Additional.*

Visitor Assistance: *No Additional.*

Disturbances: If there is a disturbance in the park, call 911 and the ranger on duty immediately.

Lost and Found: *No Additional.*

Image, Personal Appearance and Dress: We do not have a dress code at Canyon Lake. You do represent the Corps so decorum is expected. Sandals may be work in the gatehouse, but closed toed shoes are suggested for walking in the campsites or outside of the gatehouse.

Cooperation with Others: We do expect gate attendants to cooperate with rangers, volunteers, and law enforcement. The best way to operate is to follow our park operation policies and park rules so that visitors are treated the same regardless of which shift is on duty.

Living Area and Gatehouse Maintenance: We have a service contract for mowing, cleaning, and dumpster service. If the gate attendant believes their grass needs to be mowed and we do not have a mowing order in, we will not guarantee that the area will be mowed. Minor problems with the gate attendant pad sites should be reported immediately. Gate attendants are required to keep the area around the gatehouse clean. In Canyon Park and Potters Creek Park that includes the flower beds in the front and back of the gatehouse. Gate attendant pad sites should not exceed what is allowed for our campers. That includes, visitors, cars, and camping units. The grounds should be maintained in an orderly and neat fashion. Excessive personal items should be stored off site and not hidden in tents, under tarps, or stored in such a way that it causes an unsightly problem. Storage sheds located at some of the gate attendant sites are NOT for personal use but for storage of supplies and materials for use in the park by volunteers and other USACE personnel.

No Soliciting: We will confiscate any material from a local business that is distributed to our visitors. We do not promote one business over another. If a visitor needs assistance they can contact the Canyon Lake Chamber of Commerce. No conducting or promoting of personal business, such as creation and selling of crafts, repairs of appliances or vehicles, or personal services is allowed on

government property. Sale of services or services in kind is not allowed. Personal crafts NOT to be sold to park visitors is allowed.

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: Gate Attendants are still bound by the same campsite rules and regulations related to the number of cars, people, RV's and tents. Gate attendants expecting visitors should inform the Gate Attendant Coordinator.

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be open and closed according to park hours. Additionally, Cranes Mill gate attendants will be responsible for opening the gate to the outside Crappie Dock at 8 am and closing it at sunset, if the area is open. Round trip mileage is less than 1/2 mile.

Park Operating Hours On Days Park is Open		
Location	Open Gates	Close Gates
Cranes Mill Park	8 AM	10 PM
Comal Park	8 AM	Sunset
North Park	9 AM	10 PM
Canyon Park	8 AM	10 PM
Canyon Beach (Monday-Friday)	1 PM	Sunset
Canyon Beach (Saturday, Sunday, and Holidays)	8 AM	Sunset
Potters Creek	8 AM	10 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the Contractor on duty. Additional phone lines and/or any change, alteration or tampering with phone or data

lines in the gatehouse is prohibited. **The phone number will NOT be given out to the public or as your personal phone number.**

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Drive Thru Logs, Cleaning Crew Logs, Park Inspection Logs, Incident Reports and Lost and Found Reports. Gate attendants may be required to assist contractors entering the park or evacuation of the park.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
STILLHOUSE LAKE APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES

1. **GENERAL:** *See below.*

1.1 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows:

Park/Shift	1 or 2 Person Team Requirement
Stillhouse Park Shift B	1 or 2

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Stillhouse Lake are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Stillhouse Park & Shift B Base Year (1 MAR 2018 – 30 SEP 2018)	105	1680	1050	1050
Stillhouse Park & Shift B Option Year 1 (1 MAR 2019 – 30 SEP 2019)	105	1680	1050	1050
Stillhouse Park & Shift B Option Year 2 (1 MAR 2020 – 30 SEP 2020)	105	1680	1050	1050

1.4 GENERAL INFORMATION: *See* **1.4.4** *below.*

1.4.4 Hours of Operation: The Contractor will work a four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all holidays that fall within their four-day shift. Twenty-four hour shifts begin at 10 pm each night and end at 10 pm the following night. Peak usage for day use parks is 2 pm to sunset on Fridays, 12 pm to sunset Saturdays and Sundays, and from open to close on holidays. Contractors will maintain adequate staffing of the gatehouse during the park operating hours. Contractor "A" will begin work on 1 March and work 4 days. Contractor "B" will start work on 5 March and work 4 days. This pattern continues throughout the term of the contract.

Stillhouse Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	10 AM – 8 PM	10 AM – 8 PM	10AM – 8 PM	10 AM – 8 PM	10 AM – 8 PM	10 AM – 8 PM	10 AM – 8 PM
Availability Hours (After Park Hours)	8 PM – 6 AM	8 PM – 6 AM	8 PM – 6 AM	8 PM – 6 AM	8 PM – 6 AM	8 PM – 6 AM	8 PM – 6 AM

1.4.5 Place of Performance: The work to be performed under this contract will be performed at Stillhouse Park at Stillhouse Hollow Lake. Stillhouse Park is a day use only park. Facilities include restrooms with rinse showers, swimming beach, picnic area, two group picnic shelters, a boat ramp, playground, play courts, and a privately owned marina. A storage building is available for the attendants' use. The Government provides a 20-30-50 amp electrical, water and sewage hook-up at each Contractor RV site. A minimum of two (2) person team over 21 years of age is

preferred and shall remain in the park during the entire work shift as specified by the Lake Manager. A one (1) person team at Stillhouse Park is acceptable.

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See* **1.4.7.1** *below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: The pre-work conference will be held at 1:00 PM on Wednesday, 28 February at Stillhouse Lake Office, 3110 FM 2271, Belton, TX 76513.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See* ***1.5.3*** *and* ***1.5.4*** *below.*

1.5.3 Materials: *No additional.*

1.5.4 Trailer Site: The government shall provide a 20/30/50 amp electrical pedestal, water and sewage hook-up at each Contract Gate Attendant site at no cost to the contractor. Any other utility or service shall be obtained by the contractor. We do not allow mail to be delivered to the office or to the parks. The contractor can elect to rent a post office box at the Post Office in Belton.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *No Additional.*

1.6.3.1 Sustainability: *No Additional.*

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel: Normally a minimum of two (2) person team over 21 years of age shall remain in the park during the entire work shift as specified by the Lake Manager. Contractor will be required to work a four (4) day on and four (4) day off shift. On a case by case basis, we may allow both shifts in the park to be covered by a single contractor IF we determine the contractor is capable of doing the job without interruption in the quality of service to the customer. The gate attendant will be responsible for maintaining adequate coverage on holidays and weekends and for making sure the shift is covered in the event of any personal emergency.

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

(a) Use Fee Collection: Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register, or User Fee Permit Books. The Contractor will be prepare, balance and sign fee collection documents and prepare cash received for collection by an authorized Fee Collector, Park Ranger. Rarely, the contractor may be required to turn in user fees and documents to a Park Ranger at the Lake Office. In the event fees do not balance, the Contractor will be responsible for any shortage and any excess collections will be added to the total.

(b) Audits and Fee Security: *No additional.*

(c) Cash on Hand: *No additional.*

(d) Remittance Procedures and Inspection of Use Fees: *No additional.*

TASK 2. Chalk Ridge Falls Environmental Learning Center:

(a) Contractor will be responsible for opening and closing the gates at Chalk Ridge Falls, located approximately 6.5 miles from the SH gatehouse on FM 1670 just south of the Stillhouse Hollow Dam.
(b) Gates will be opened by 8:00 AM and closed by sunset each day. Sunset is the official time posted in local newspapers or phone apps.

TASK 3. Campsite Reservations: *No additional.*

TASK 4. Group Shelters: *No additional.*

TASK 5. Camping Status: *No additional.*

TASK 6. Park Inspection: The Contractor shall inspect the park a minimum of four (4) times a day. The Contractor will check restroom lights and guard lights at least once during the hours of darkness each day to ensure that they are working properly and inform the Lake Office of any that are inoperative during the first scheduled work day after their discovery. The Contractor shall inform park visitors of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. The Contractor shall keep an inspection report.

TASK 6. Complaints: Contact information for this lake office is: Stillhouse Lake Office, 3110 FM 2271, Stillhouse TX 76513, phone: 254.939.1829 or 254.742.3050.

Visitor Assistance: *No additional.*

Disturbances: Contact information for this lake office is: Stillhouse Lake Office, 3110 FM 2271, Stillhouse TX 76513, phone: 254.939.1829 or 254.742.3050.

Lost and Found: *No additional.*

Image, Personal Appearance and Dress: *No additional.*

Cooperation with Others: *No Additional.*

Living Area and Gatehouse Maintenance: *No Additional.*

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional.*

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be opened and closed according to park hours. Stillhouse Day Use and Beach open at 6:00 AM and close at 9:00 PM. Automatic gates are set to open at 6:00 AM and close at 9:00 PM. There is an automatic exit gate at the gatehouse for visitors to leave at any hour. A code will be provided to campers for after-hours use of the entry gate's keypad and to the marina.

Park Operating Hours		
Location	Open Gates	Close Gates
Stillhouse Park	6:00 AM	9:00 PM
Chalk Ridge	8:00 AM	Sunset

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the

Contractor on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited. The phone number will not be given out to the public as the Contractor's personal phone number.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports.**]**

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
GRANGER LAKE APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES

1. **GENERAL:** *See below.*

1.1 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Taylor Park Shift A	2
Taylor Park Shift B	2

1.1.1.1 Definitions: *No Additional.*

1.1.1.2 Basic Requirements: *No Additional.*

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Granger Lake are:

Summer Season	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Taylor Park & Shift A Base Year (1 APR 2018 – 30 SEP 2018)	92	1472	903	736
Taylor Park & Shift A Option Year 1 (1 APR 2019 – 30 SEP 2019)	92	1472	900	736
Taylor Park & Shift A Option Year 2 (1 APR 2020 – 30 SEP 2020)	92	1472	903	736

Summer Season	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Taylor Park & Shift B Base Year (1 APR 2018 – 30 SEP 2018)	91	1456	903	728
Taylor Park & Shift B Option Year 1 (1 APR 2019 – 30 SEP 2019)	91	1456	909	728
Taylor Park & Shift B Option Year 2 (1 APR 2020 – 30 SEP 2020)	91	1456	900	728

1.4 GENERAL INFORMATION: *See below.*

1.4.1 Quality Control: *Not Applicable.*

1.4.2 Quality Assurance: *No Additional.*

1.4.2.1 Inspection and Contract Performance: *No Additional.*

1.4.3 Government Holidays: *No Additional.*

1.4.4 Hours of Operation: The Contractor will work a four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all holidays that fall within their four-day shift. Twenty-four hour shifts begin at 10 pm each night and end at 10 pm the following night. Peak usage for day use parks is 2 pm to sunset on Fridays, 12 pm to sunset Saturdays and Sundays, and from open to close on holidays. Contractors will maintain adequate staffing of the gatehouse during the park operating hours. Contractor "A" will begin work on 1 April and work 4 days. Contractor "B" will start work on 5 April and work 4 days. This pattern continues throughout the term of the contract.

Granger Lake Summer Hours at Taylor Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	0900 AM – 2000 PM	0900 AM - 2000 PM	0900 AM- 2000 PM	0900 AM – 2000 PM	0900 AM – 2200 PM	0900 AM – 2200 PM	0900 AM – 2000 PM
Availability Hours (After Park Hours)	2000 PM – 0600 AM	2000 PM – 0600 AM	2000 PM – 0600 AM	2000 PM – 0600 AM	2000 PM – 0600 AM	2000 PM – 0600 AM	2000 PM – 0600 AM

1.4.5 Place of Performance: The work to be performed under this contract will be performed at Taylor Park at Granger Lake. Taylor Park: Facilities include 48 campsites with water and 20/30 electric hook-ups, playground, 6 restrooms some with hot showers, boat ramp, hiking trail with additional trailhead located outside of main park area, and a dump station. A shared storage building is available for the contractors use. The Day Use area will be closed from November 1 thru the end of February unless otherwise directed by the lake manager. When Day Use areas are open they will open at 6:00 am and close at 9:00 pm.

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.7.2 Key Control: *No additional requirements.*

1.4.7.3 Lock Combinations: *No additional requirements.*

1.4.7.4 Access and General Protection/Security Policy and Procedures: *No additional requirements.*

1.4.7.5 For Contractors Who Do Not Require CAC, But Require Access to a DoD Facility or Installation: *No additional requirements.*

1.4.7.6 Suspicious Activity Reporting Training (e.g. iWATCH, CorpsWatch, or See Something, Say Something): *No additional requirements*

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: The pre-work conference will be held at 0900 AM on 30 March 2017 at Granger Lake Office, 3100 Granger Dam Rd. Granger, TX 76530. Granger Lake (POC)

David McCann contact number is (512) 859-2668.

1.4.9.1 Training: *No additional requirements.*

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.1 Facilities: *No Additional.*

1.5.2 Equipment: *No Additional.*

1.5.3 Materials: The Government will provide in the gate house forms, maps, brochures, handouts, light bulbs, air condition filters, computer paper, staplers, staples, markers, notepads, pens, pencils, tape, water hose and sprinklers. The Government will also supply the Fort Worth District Use Fee Program SOP, and the Lake Gate Attendant Handbook.

1.5.4 Trailer Site: The Government shall provide a 20/30/50 amp electrical pedestal, water and sewage hook-up at each Contract Gate Attendant site at no cost to the Contractor. Any other utility or service shall be obtained by to the Contractor. We DO NOT allow mail to be delivered to the office or to the parks. Contractor must rent a post office box.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES: *See below.*

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *No Additional.*

1.6.3.1 Sustainability: *No Additional.*

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel: Minimum of two (2) person team over 21 years of age. Gate Attendants will work a four (4) day on and four (4) day off shift. A minimum of one of the two person team will man the gatehouse during duty hours. During times of high usage as determined by the lake manager or his representative, both members of the contracting team are required to be in the gatehouse to provide prompt customer service. Customer waiting time will be kept as short as possible. Some parks have different schedules. For a list of these parks reference section 4 of this document

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST: *See below.*

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES): *See below.*

TASK 1. Use Fees:

(a) Use Fee Collection: The contractor will be trained according to current fee training requirements prior to collecting fees. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. User fees and user fee documents will be delivered to the project office by the gate attendant and turned in to an authorized fee collector or placed in provided collection location as designated by the lake manager. All cash money will be converted to a cashier's check as directed prior to being turned into the project office. A schedule for fee money turn in will be established at the pre-work conference. In the event fees do not balance, the contractor will be responsible for any shortages and any excess collections will be added to a deposit for collection

(b) Audits and Fee Security: *No Additional*

(c) Cash on Hand: *No Additional*

(d) Remittance Procedures and Inspection of Use Fees: *No Additional*

TASK 2. Campsite Reservations: *No Additional*

TASK 3. Group Shelters: *No Additional*

TASK 4. Camping Status: The Contractors camping status will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager. In the event all electrical and/or non-electrical campsites are occupied, Contractor will maintain a waiting list and notify those individuals, in order of placement on the waiting lists, whenever a campsite becomes vacant.

TASK 5. Park Inspection: The Contractor shall inspect entire park a minimum of four (4) times daily in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. In addition to these patrols the areas shall be inspected prior to start of gate house duties and all vehicles in the park without passes should be tagged for payment and a log kept of each vehicle. The Contractor shall keep an inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No Additional*

Visitor Assistance: *No Additional*

Disturbances: Contact information for this lake office is: (512) 859-2668.

Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. All items will be turned into the project office when fees are submitted. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will insure that proper identification is obtained from individuals before release of any lost and found property.

Image, Personal Appearance and Dress: *No additional*

Cooperation with Others: *No Additional*

Living Area and Gatehouse Maintenance: *No additional*

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional.*

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Additional gates in nearby free park areas may also be opened and closed by Gate Attendants as required by Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Park Operating Hours		
Location	Open Gates	Close Gates
Taylor Park	6 AM	10 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the Contractor on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited. The phone number will not be given out to the public or as your personal phone number.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include; but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports. Gate Attendants will be required to perform additional duties as required in the Lake's Gate Attendant Handbook. Gate Attendants shall be required to sign a form indicating their understanding of the Lake's Gate Attendant Handbook. A copy of the Lakes Gate Attendant Handbook will be available at the Lake Office for review by prospective bidders.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
LAKE GEORGETOWN APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES for CEDAR BREAKS Park Shift B

1. **GENERAL:** *See below.*

1.2 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows and as stated in 1.4.5 PLACE OF PERFORMANCE:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Cedar Breaks Park Shift B	**2**

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Lake Georgetown are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Cedar Breaks Park Shift B Winter Season	**NA**	**NA**	**NA**	**NA**
b. Summer Season (1 April -30 September 30 2018 Base Year)	**91**	**1456**	**1057**	**728**
Cedar Breaks Park Shift B a. Winter Season	**NA**	**NA**	**NA**	**Xx**
b. Summer Season (1 April -30 September 30 2019 Option Year 1)	**87**	**1392**	**1009**	**696**
Cedar Breaks Park Shift B a. Winter Season	**NA**	**NA**	**NA**	**NA**
b. Summer Season (1 April -30 September 2020 Option Year 2)	**89**	**1424**	**1027**	**712**

1.4 GENERAL INFORMATION: *See below.*

1.4.1 Quality Control: *Not Applicable.*

1.4.2 Quality Assurance: *No additional.*

1.4.2.1 Inspection and Contract Performance: *No additional.*

1.4.3 Government Holidays: *No additional.*

1.4.4 Hours of Operation: Contractors are required to reside in the park and shall maintain 24-hour surveillance when on duty. Contractors "Shift A" and "Shift B" will work an alternating four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all of the federal holidays that fall within their four-day shift. Contractors will maintain adequate staffing of

the gatehouse during the following specified park hours of operation: 9:00 a.m. to 8:00 p.m. Sunday through Thursday, and between 9:00 a.m. and 10:00 p.m. on Friday and Saturday. Contractors will maintain adequate staffing on site in the park during the remaining hours of the shift to support contractual requirements to include: 8:00 p.m. and 9:00 a.m. Sunday through Thursday, and 10:00 p.m. and 9:00 a.m. on Friday and Saturday. Contractor "Shift B" will begin work on 5 April and work 4 days and be off 4 days. This pattern continues throughout the term of the contract. The Contractor shall be considered available for emergency duty should it be necessary to assist park visitors or to meet other contract specifications throughout the duration of the 4 day shift.

Lake Georgetown Summer Hours at Cedar Breaks Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	0900 AM – 2000 PM	0900 AM – 2000 PM	0900AM – 2000PM	0900AM – 2000PM	0900AM – 2200 PM	0900AM – 2200 PM	0900AM – 2200 PM
Availability Hours (After Park Hours)	2000 AM – 0600 PM	2000AM – 0600PM	2000AM – 0600 PM	2000 AM – 0600 PM	2200 AM – 0600 PM	2200 AM – 0600 PM	2000 AM – 0600 PM

1.4.5 Place of Performance: The work to be performed under this contract will be performed at Cedar Breaks Park at Lake Georgetown, TX. Facilities include 64 campsites with water and 20/30/50 amp electric hook-ups, day use area with 39 sites, 2 large picnic shelters, 4 restrooms (2 with hot showers), 1 boat ramp, 2 fishing docks, and 1 dump station. A storage building is available on one site for that contractor's use.

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: Successful bidders will be required to attend a pre-work conference to be held on 30 March 2018, at 1:30PM, at the Lake Georgetown Project Office, 500 Lake Overlook Drive, Georgetown, TX 78633. Point of contact for this meeting is David Drain, ph. # (512)819-9046. Training session will be held as scheduled with the gate attendant coordinator. Gate Attendants will not receive any separate payment for attending the pre-work conference. Gate Attendants shall attend additional training sessions as required by the Lake Manager during the contract on a regularly scheduled workday.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.1 Facilities: *No additional.*

1.5.2 Equipment: *No additional*

1.5.3 Materials: The Government will also supply the Fort Worth District Use Fee Program SOP.

1.5.4 Trailer Site: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *See 1.6.3.1 below.*

1.6.3.1 Sustainability: The Contractor shall use recycled-content paper products and trash bags which meet the recycled content requirements set forth by EPA as appropriate. Information and list of designated products may be found at http://www.gsa.gov/portal/content/105366. Cleaning supplies shall meet bio-based content requirements set forth by USDA as appropriate. Information and list of designated products may be found at http://www.biopreferred.gov/BioPreferred/

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel: *See 1.6.5.1 below.*

1.6.5.1 Minimum of two (2) person team over 21 years of age. Gate Attendants will work a four (4) day on and four (4) day off shift. A minimum of one of the two person team will man the gatehouse during duty hours. During times of high usage as determined by the lake manager or his representative, both members of the contracting team are required to be in the gatehouse to provide prompt customer service. Customer waiting time will be kept as short

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

(a User Fee Collection: The Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. Monies, fee books, annual day use fee passes, credit vouchers, credit card receipts, America the Beautiful Senior Pass, America the Beautiful Access Pass and user fee permits will be stored in a permanently installed vault or safe provided by the Government, or as directed by the Lake Manager. User fees and user fee documents will be collected from the Gate Attendants at the gatehouses by a Park Ranger or contract fee collection personnel, or the Gate Attendants may be required to turn in user fee documents to Park Ranger at the Lake Office or contract fee collector at their main office. In the event fees do not balance, the Contractor shall be responsible for any shortage and any excess collections shall be added to the total.

(b) Audits and Fee Security: *No additional items.*

(c) Cash on Hand: *No additional items.*

(d) Remittance Procedures and Inspection of Use Fees: *No additional items*.

TASK 2. Campsite Reservations: *No additional items*.

TASK 3. Group Shelters: If group shelters in the park are rented, Gate Attendants will unlock entrance gates for the renter. Upon departure of a renter, Gate Attendant will relock access gates.

TASK 4. Camping Status: The Contractors camping status log will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager.

TASK 5. Park Inspection: The Contractor shall inspect entire park a minimum of four (4) times daily in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. In addition to these patrols the areas shall be inspected prior to start of gate house duties and all vehicles in the park without passes should be tagged for payment and a log kept of each vehicle. The Contractor shall keep an inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No additional items*

Visitor Assistance: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants

shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Disturbances: Disturbances: *No additional items.*

Lost and Found: Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. All items will be turned into the project office when fees are submitted. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will insure that proper identification is obtained from individuals before release of any lost and found property.

Image, Personal Appearance and Dress: *No additional items.*

Cooperation with Others: *No additional items*

Living Area and Gatehouse Maintenance:

Campsite Area Maintenance: Gate attendant campsite shall be kept clean and maintained by the contract gate attendant to a perimeter of 30 feet surrounding the campsite.

Pets: No additional items.

Excessive Personal Items: No additional items.

Smoking: No additional items.

Gatehouse Maintenance: The Contractor will maintain the gatehouse, both inside and outside, in a clean, orderly and sanitary condition at all times.

The gatehouse will be thoroughly cleaned at the end of each shift to the Lake Manager or designated representative's satisfaction to include the following: toilet facilities, carpet (vacuumed), hard floors (swept and mopped), windows, entire interior building surfaces (dusted and cleaned if necessary) and litter free outside building and walking surfaces for seventy-five (75) feet perimeter of gatehouse.

Gate Attendant shall water the lawn, flowers, trees, and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by lake personnel. The Government will provide hose and sprinklers.

Trash Removal: Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government at the end of each shift.

Living Quarters Security: No additional items.

Utilities: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

Storage Building: A storage building is available for the Contractor's use.

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional.*

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Contractor shall be required to open the gates to the Overlook and the Stilling Basin at 8:00 am and close at sunset during those work days prescribed in this contract. Additional gate operations may be added as needed at the direction of the lake manager.

Park Operating Hours		
Location	Open Gates	Close Gates
Cedar Breaks Park	0600 AM	2200 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the attendant on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
LAKE GEORGETOWN APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES for JIM HOGG Park SHIFT A

1. **GENERAL:** *See below.*

1.3 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows and as stated in 1.4.5 PLACE OF PERFORMANCE:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Jim Hogg Park Shift A	**2**

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Lake Georgetown are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Jim Hogg Park Shift A Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 30 2018 Base Year)	92	1472	1060	738
Jim Hogg Park Shift A a. Winter Season	NA	NA	NA	Xx
b. Summer Season (1 April -30 September 30 2019 Option Year 1)	92	1472	1062	736
Jim Hogg Park Shift A a. Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 2020 Option Year 2)	92	1472	1068	736

1.4 GENERAL INFORMATION: *See below.*

1.4.1 Quality Control: *Not Applicable.*

1.4.2 Quality Assurance: *No additional.*

1.4.2.1 Inspection and Contract Performance: *No additional.*

1.4.3 Government Holidays: *No additional.*

1.4.4 Hours of Operation: Contractors are required to reside in the park and shall maintain 24-hour surveillance when on duty. Contractors "Shift A" and "Shift B" will work an alternating four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all of the federal holidays that fall within their four-day shift. Contractors will maintain adequate staffing of the gatehouse during the following specified park hours of operation: 9:00 a.m. to 8:00 p.m. Sunday

through Thursday, and between 9:00 a.m. and 10:00 p.m. on Friday and Saturday. Contractors will maintain adequate staffing on site in the park during the remaining hours of the shift to support contractual requirements to include: 8:00 p.m. and 9:00 a.m. Sunday through Thursday, and 10:00 p.m. and 9:00 a.m. on Friday and Saturday. Contractor "Shift B" will begin work on 5 April and work 4 days and be off 4 days. This pattern continues throughout the term of the contract. The Contractor shall be considered available for emergency duty should it be necessary to assist park visitors or to meet other contract specifications throughout the duration of the 4 day shift.

Lake Georgetown Summer Hours at Jim Hogg Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	0900 AM – 2000 PM	0900 AM – 2000 PM	0900AM – 2000PM	0900AM – 2000PM	0900AM – 2200 PM	0900AM – 2200 PM	0900AM – 2200 PM
Availability Hours (After Park Hours)	2000 AM – 0600 PM	2000AM – 0600PM	2000AM – 0600 PM	2000 AM – 0600 PM	2200 AM – 0600 PM	2200 AM – 0600 PM	2000 AM – 0600 PM

1.4.5 Place of Performance: he work to be performed under this contract will be performed at Jim Hogg Park at Lake Georgetown, TX. Facilities include 78 campsites with water and 20/30/50 amp electric hook-ups70 campsites with water and 20/30 amp electric hook-ups , 4 restrooms (3 with hot showers), 1 boat ramp, 1 fishing docks, and 1 dump station. A storage building is available on one site for that contractor's use.

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: Successful bidders will be required to attend a pre-work conference to be held on 30 March 2018, at 1:30PM, at the Lake Georgetown Project Office, 500 Lake Overlook Drive, Georgetown, TX 78633. Point of contact for this meeting is David Drain, ph. # (512)819-9046. Training session will be held as scheduled with the gate attendant coordinator. Gate Attendants will not receive any separate payment for attending the pre-work conference. Gate Attendants shall attend additional training sessions as required by the Lake Manager during the contract on a regularly scheduled workday.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.1 Facilities: *No additional.*

1.5.2 Equipment: *No additional*

1.5.3 Materials: The Government will also supply the Fort Worth District Use Fee Program SOP.

1.5.4 Trailer Site: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *See 1.6.3.1 below.*

1.6.3.1 Sustainability: The Contractor shall use recycled-content paper products and trash bags which meet the recycled content requirements set forth by EPA as appropriate. Information and list of designated products may be found at http://www.gsa.gov/portal/content/105366. Cleaning supplies shall meet bio-based content requirements set forth by USDA as appropriate. Information and list of designated products may be found at http://www.biopreferred.gov/BioPreferred/

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel:

1.6.5.1 Minimum of two (2) person team over 21 years of age. Gate Attendants will work a four (4) day on and four (4) day off shift. A minimum of one of the two person team will man the gatehouse during duty hours. During times of high usage as determined by the lake manager or his representative, both members of the contracting team are required to be in the gatehouse to provide prompt customer service. Customer waiting time will be kept as short

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

a. User Fee Collection: The Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. Monies, fee books, annual day use fee passes, credit vouchers, credit card receipts, America the Beautiful Senior Pass, America the Beautiful Access Pass and user fee permits will be stored in a permanently installed vault or safe provided by the Government, or as directed by the Lake Manager. User fees and user fee documents will be collected from the Gate Attendants at the gatehouses by a Park Ranger or contract fee collection personnel, or the Gate Attendants may be required to turn in user fee documents to Park Ranger at the Lake Office or contract fee collector at their main office. In the event fees do not balance, the Contractor shall be responsible for any shortage and any excess collections shall be added to the total.

(b) Audits and Fee Security: *No additional items.*

(c) Cash on Hand: *No additional items.*

(d) Remittance Procedures and Inspection of Use Fees: *No additional items*.

TASK 2. Campsite Reservations: *No additional items*.

TASK 3. Group Shelters: If group shelters in the park are rented, Gate Attendants will unlock entrance gates for the renter. Upon departure of a renter, Gate Attendant will relock access gates.

TASK 4. Camping Status: The Contractors camping status log will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager.

TASK 5. Park Inspection: The Contractor shall inspect entire park a minimum of four (4) times daily in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. In addition to these patrols the areas shall be inspected prior to start of gate house duties and all vehicles in the park without passes should be tagged for payment and a log kept of each vehicle. The Contractor shall keep an inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No additional items*

Visitor Assistance: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants

shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Disturbances: Disturbances: *No additional items.*

Lost and Found: Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. All items will be turned into the project office when fees are submitted. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will insure that proper identification is obtained from individuals before release of any lost and found property.

Image, Personal Appearance and Dress: *No additional items.*

Cooperation with Others: *No additional items*

Living Area and Gatehouse Maintenance:

Campsite Area Maintenance: Gate attendant campsite shall be kept clean and maintained by the contract gate attendant to a perimeter of 30 feet surrounding the campsite.

Pets: No additional items.

Excessive Personal Items: No additional items.

Smoking: No additional items.

Gatehouse Maintenance: The Contractor will maintain the gatehouse, both inside and outside, in a clean, orderly and sanitary condition at all times.

The gatehouse will be thoroughly cleaned at the end of each shift to the Lake Manager or designated representative's satisfaction to include the following: toilet facilities, carpet (vacuumed), hard floors (swept and mopped), windows, entire interior building surfaces (dusted and cleaned if necessary) and litter free outside building and walking surfaces for seventy-five (75) feet perimeter of gatehouse.

Gate Attendant shall water the lawn, flowers, trees, and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by lake personnel. The Government will provide hose and sprinklers.

Trash Removal: Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government at the end of each shift.

Living Quarters Security: No additional items.

Utilities: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

Storage Building: A storage building is available for the Contractor's use.

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional.*

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Park Operating Hours		
Location	Open Gates	Close Gates
Jim Hogg Park	6:00AM	10:00 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the attendant on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports. Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
LAKE GEORGETOWN APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES for JIM HOGG Park Shift B

1. **GENERAL:** *See below.*

1.4 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows and as stated in 1.4.5 PLACE OF PERFORMANCE:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Jim Hogg Park Shift B	2

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Lake Georgetown are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Jim Hogg Park Shift B Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 30 2018 Base Year)	91	1456	1057	728
Jim Hogg Park Shift B a. Winter Season	NA	NA	NA	Xx
b. Summer Season (1 April -30 September 30 2019 Option Year 1)	87	1392	1009	696
Jim Hogg Park Shift B a. Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 2020 Option Year 2)	89	1424	1027	712

1.4 GENERAL INFORMATION: *See below.*

1.4.1 Quality Control: *Not Applicable.*

1.4.2 Quality Assurance: *No additional.*

1.4.2.1 Inspection and Contract Performance: *No additional.*

1.4.3 Government Holidays: *No additional.*

1.4.4 Hours of Operation: Contractors are required to reside in the park and shall maintain 24-hour surveillance when on duty. Contractors "Shift A" and "Shift B" will work an alternating four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all of the federal holidays that fall within their four-day shift. Contractors will maintain adequate staffing of

the gatehouse during the following specified park hours of operation: 9:00 a.m. to 8:00 p.m. Sunday through Thursday, and between 9:00 a.m. and 10:00 p.m. on Friday and Saturday. Contractors will maintain adequate staffing on site in the park during the remaining hours of the shift to support contractual requirements to include: 8:00 p.m. and 9:00 a.m. Sunday through Thursday, and 10:00 p.m. and 9:00 a.m. on Friday and Saturday. Contractor "Shift B" will begin work on 5 April and work 4 days and be off 4 days. This pattern continues throughout the term of the contract. The Contractor shall be considered available for emergency duty should it be necessary to assist park visitors or to meet other contract specifications throughout the duration of the 4 day shift.

Lake Georgetown Summer Hours at Jim Hogg Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	0900 AM – 2000 PM	0900 AM – 2000 PM	0900AM – 2000PM	0900AM – 2000PM	0900AM – 2200 PM	0900AM – 2200 PM	0900AM – 2200 PM
Availability Hours (After Park Hours)	2000 AM – 0600 PM	2000AM – 0600PM	2000AM – 0600 PM	2000 AM – 0600 PM	2200 AM – 0600 PM	2200 AM – 0600 PM	2000 AM – 0600 PM

1.4.5 Place of Performance: he work to be performed under this contract will be performed at Jim Hogg Park at Lake Georgetown, TX. Facilities include 78 campsites with water and 20/30/50 amp electric hook-ups70 campsites with water and 20/30 amp electric hook-ups , 4 restrooms (3 with hot showers), 1 boat ramp, 1 fishing docks, and 1 dump station. A storage building is available on one site for that contractor's use.

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: Successful bidders will be required to attend a pre-work conference to be held on 30 March 2018, at 1:30PM, at the Lake Georgetown Project Office, 500 Lake Overlook Drive, Georgetown, TX 78633. Point of contact for this meeting is David Drain, ph. # (512)819-9046. Training session will be held as scheduled with the gate attendant coordinator. Gate Attendants will not receive any separate payment for attending the pre-work conference. Gate Attendants shall attend additional training sessions as required by the Lake Manager during the contract on a regularly scheduled workday.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.1 Facilities: *No additional.*

1.5.2 Equipment: *No additional*

1.5.3 Materials: The Government will also supply the Fort Worth District Use Fee Program SOP.

1.5.4 Trailer Site: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *See 1.6.3.1 below.*

1.6.3.1 Sustainability: The Contractor shall use recycled-content paper products and trash bags which meet the recycled content requirements set forth by EPA as appropriate. Information and list of designated products may be found at http://www.gsa.gov/portal/content/105366. Cleaning supplies shall meet bio-based content requirements set forth by USDA as appropriate. Information and list of designated products may be found at http://www.biopreferred.gov/BioPreferred/

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel:

1.6.5.1 Minimum of two (2) person team over 21 years of age. Gate Attendants will work a four (4) day on and four (4) day off shift. A minimum of one of the two person team will man the gatehouse during duty hours. During times of high usage as determined by the lake manager or his representative, both members of the contracting team are required to be in the gatehouse to provide prompt customer service. Customer waiting time will be kept as short

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

a. User Fee Collection: The Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. Monies, fee books, annual day use fee passes, credit vouchers, credit card receipts, America the Beautiful Senior Pass, America the Beautiful Access Pass and user fee permits will be stored in a permanently installed vault or safe provided by the Government, or as directed by the Lake Manager. User fees and user fee documents will be collected from the Gate Attendants at the gatehouses by a Park Ranger or contract fee collection personnel, or the Gate Attendants may be required to turn in user fee documents to Park Ranger at the Lake Office or contract fee collector at their main office. In the event fees do not balance, the Contractor shall be responsible for any shortage and any excess collections shall be added to the total.

(b) Audits and Fee Security: *No additional items.*

(c) Cash on Hand: *No additional items.*

(d) Remittance Procedures and Inspection of Use Fees: *No additional items*.

TASK 2. Campsite Reservations: *No additional items*.

TASK 3. Group Shelters: If group shelters in the park are rented, Gate Attendants will unlock entrance gates for the renter. Upon departure of a renter, Gate Attendant will relock access gates.

TASK 4. Camping Status: The Contractors camping status log will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager.

TASK 5. Park Inspection: The Contractor shall inspect entire park a minimum of four (4) times daily in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. In addition to these patrols the areas shall be inspected prior to start of gate house duties and all vehicles in the park without passes should be tagged for payment and a log kept of each vehicle. The Contractor shall keep an inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No additional items*

Visitor Assistance: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants

shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Disturbances: Disturbances: *No additional items.*

Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. All items will be turned into the project office when fees are submitted. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will insure that proper identification is obtained from individuals before release of any lost and found property.

Image, Personal Appearance and Dress: *No additional items.*

Cooperation with Others: *No additional items*

Living Area and Gatehouse Maintenance:

Campsite Area Maintenance: Gate attendant campsite shall be kept clean and maintained by the contract gate attendant to a perimeter of 30 feet surrounding the campsite.

Pets: No additional items.

Excessive Personal Items: No additional items.

Smoking: No additional items.

Gatehouse Maintenance: The Contractor will maintain the gatehouse, both inside and outside, in a clean, orderly and sanitary condition at all times.

The gatehouse will be thoroughly cleaned at the end of each shift to the Lake Manager or designated representative's satisfaction to include the following: toilet facilities, carpet (vacuumed), hard floors (swept and mopped), windows, entire interior building surfaces (dusted and cleaned if necessary) and litter free outside building and walking surfaces for seventy-five (75) feet perimeter of gatehouse.

Gate Attendant shall water the lawn, flowers, trees, and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by lake personnel. The Government will provide hose and sprinklers.

Trash Removal: Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government at the end of each shift.

Living Quarters Security: No additional items.

Utilities: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

Storage Building: A storage building is available for the Contractor's use.

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional.*

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Park Operating Hours		
Location	Open Gates	Close Gates
Jim Hogg Park	6:00AM	10:00 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the attendant on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports. Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
Task #3 The Contractor shall check in reservations for Group Shelters upon park arrival SWF PWS 1.11 Task 3	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task #4 The Contractor shall maintain record of current status for each campsite occupied SWF PWS 1.11 Task 4	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard	100% Inspection
Task # 5 The Contractor shall inspect parks. Park Inspections SWF PWS 1.11 Task 5	The Contractor completed daily inspections during contract specified times.	Allowable deviation 1 incomplete daily inspection per quarter.	100% Inspection
Task #6 The Contractor shall maintain written record of Park Facilities complaints SWF PWS 1.11 Task 6	Contractor completed log of Park Facility's complaints by date	Zero (0) deviation from standard	100% Inspection

TECHNICAL EXHIBIT 2
DELIVERABLES SCHEDULE

DELIVERABLE	FREQUENCY	# OF COPIES	MEDIUM/FORMAT	SUBMIT TO
Financial Statements SWF PWS 1.11 Task 1	Within one day of completing shifts	Original and two (2) copies	Hard Copy	Lake Office
Completed Status Reports SWF PWS 1.11 Task 2	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Check in Group Shelter Reservations SWF PWS 1.11 Task 3	Within one day of completing shifts	1 original	Hard Copy	Lake Office
Completed Status report of Campsite Occupancy SWF PWS 1.11 Task 4	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed Daily Inspection Report SWF PWS 1.11 Task 5	Within one day of completing shift	1 original	Hard Copy	Lake Office
Completed log of Park Facility's Complaints SWF PWS 1.11 Task 6	Within one day of completing shifts	1 original	Hard Copy	Lake Office

FORT WORTH DISTRICT
LAKE GEORGETOWN APPENDIX PERFORMANCE WORK STATEMENT
GATE ATTENDANT SERVICES for RUSSELL PARK Shift A

1. **GENERAL:** *See below.*

1.5 DESCRIPTION OF SERVICES/INTRODUCTION: Gate Attendant requirements are as follows and as stated in 1.4.5 PLACE OF PERFORMANCE:

Park/Shift	Minimum 1 or 2 Person Team Requirement
Russell Park Shift A	**2**

1.2 SCOPE: *No Additional.*

1.3 PERIOD OF PERFORMANCE: Estimated deliverables at Lake Georgetown are:

Position	Number Days	Surveillance Hours	Gate House Hours	Availability Hours
Russell Park Shift A Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 30 2018 Base Year)	107	1712	1177	856
Russell Park Shift A a. Winter Season	NA	NA	NA	Xx
b. Summer Season (1 April -30 September 30 2019 Option Year 1)	105	1680	1155	840
Russell Park Shift A a. Winter Season	NA	NA	NA	NA
b. Summer Season (1 April -30 September 2020 Option Year 2)	106	1696	1166	848

1.4 GENERAL INFORMATION: *See below.*

1.4.1 Quality Control: *Not Applicable.*

1.4.2 Quality Assurance: *No additional.*

1.4.2.1 Inspection and Contract Performance: *No additional.*

1.4.3 Government Holidays: *No additional.*

1.4.4 Hours of Operation: Contractors are required to reside in the park and shall maintain 24-hour surveillance when on duty. Contractors "Shift A" and "Shift B" will work an alternating four (4) calendar day shift, four (4) calendar days on and four (4) calendar days off, and will work all of the

federal holidays that fall within their four-day shift. Contractors will maintain adequate staffing of the gatehouse during the following specified park hours of operation: 9:00 a.m. to 8:00 p.m. Sunday through Thursday, and between 9:00 a.m. and 10:00 p.m. on Friday and Saturday. Contractors will maintain adequate staffing on site in the park during the remaining hours of the shift to support contractual requirements to include: 8:00 p.m. and 9:00 a.m. Sunday through Thursday, and 10:00 p.m. and 9:00 a.m. on Friday and Saturday. Contractor "Shift B" will begin work on 5 April and work 4 days and be off 4 days. This pattern continues throughout the term of the contract. The Contractor shall be considered available for emergency duty should it be necessary to assist park visitors or to meet other contract specifications throughout the duration of the 4 day shift.

Lake Georgetown Summer Hours at Russell Park							
	MON	TUES	WED	THUR	FRI	SAT	SUN
Gate House Hours	OFF	OFF	OFF	0900AM – 2000PM	0900AM – 2000 PM	0900AM – 2000 PM	0900AM – 2000 PM
Availability Hours (After Park Hours)	OFF	OFF	OFF	2000 AM – 0600 PM	2000 AM – 0600 PM	2000 AM – 0600 PM	2000 AM – 0600 PM

1.4.5 Place of Performance: he work to be performed under this contract will be performed at Russell Park at Lake Georgetown, TX. Facilities include 27 non-electric campsites (10 screened shelters, 17 primitive sites) for tent camping only, day use area with swim beach and 43 picnic sites, 5 group shelters (1 enclosed shelter) 5 restrooms and 1 boat ramp. .

1.4.6 Type of Contract: *No Additional.*

1.4.7 Security Requirements: *See below.*

1.4.7.1 Physical Security: Only Contract Gate Attendants, Volunteers, Law Enforcement, and other USACE authorized personnel are allowed in the gatehouse. Doors must remain closed and locked at all times. No campers or visitors are allowed in the gatehouse without prior approval of Gate Attendant Coordinator or Lake Manager.

1.4.8 Special Qualifications: *Not Applicable.*

1.4.9 Pre-work Conference: The pre-work conference will be held on 30 March 2018, at 1:30PM, at Lake Georgetown Project Office, 500 Lake Overlook Drive, Georgetown, TX 78633. Point of contract for this meeting is David Drain, ph. # (512)819-9046.

1.4.10 Contracting Officer Representative (COR): *Not applicable.*

1.4.11 Contractor Key Personnel: *No Additional.*

1.4.12 Identification of Contractor Employees: *No Additional.*

1.4.13 Contractor Travel: *Not Applicable.*

1.4.14 Data Rights: *No Additional.*

1.4.15 Organizational Conflict of Interest: *Not Applicable.*

1.5 GOVERNMENT-FURNISHED ITEMS AND SERVICES: *See below.*

1.5.1 Facilities: *No additional.*

1.5.2 Equipment: *No additional.*

1.5.3 Materials: The Government will also supply the Fort Worth District Use Fee Program SOP.

1.5.4 Trailer Site: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

1.6 CONTRACTOR-FURNISHED ITEMS AND RESPONSIBILITIES:

1.6.1 General: *No Additional.*

1.6.2 Equipment: *No Additional.*

1.6.3 Materials: *See 1.6.3.1 below.*

1.6.3.1 Sustainability: The Contractor shall use recycled-content paper products and trash bags which meet the recycled content requirements set forth by EPA as appropriate. Information and list of designated products may be found at http://www.gsa.gov/portal/content/105366. Cleaning supplies shall meet bio-based content requirements set forth by USDA as appropriate. Information and list of designated products may be found at http://www.biopreferred.gov/BioPreferred/

1.6.4 Temporary Living Quarters: *No Additional.*

1.6.5 Personnel: *See 1.6.5.1 below.*

1.6.5.1 Minimum of two (2) person team over 21 years of age. Gate Attendants will work a four (4) day on and three (3) day off shift. A minimum of one of the two person team will man the gatehouse during duty hours. During times of high usage as determined by the lake manager or his representative, both members of the contracting team are required to be in the gatehouse to provide prompt customer service. Customer waiting time will be kept as short

1.7 CONTRACTOR MANAGEMENT REPORTING (CMR): *Not Applicable.*

1.8 APPLICABLE PUBLICATIONS (CURRENT EDITIONS): *No Additional.*

1.9 ATTACHMENT/TECHNICAL EXHIBIT LIST:

1.9.1 Attachment 1/Technical Exhibit 1 – Performance Requirements Summary: *See attached.*

1.9.2 Attachment 2/Technical Exhibit 2 – Deliverables Schedule: *See attached.*

1.10 SAFETY: *No Additional.*

1.11 WORK TO BE PERFORMED (AND OTHER RESPONSIBILITIES):

TASK 1. Use Fees:

a. User Fee Collection: The Contractor will collect all user fees in accordance with the Fort Worth District Use Fee Program SOP. User fees will be collected through the operation

of a computer and the National Recreation Reservation System (NRRS), Outdoor Recreation Management System (ORMS), cash register or User Fee Permit Books. Monies, fee books, annual day use fee passes, credit vouchers, credit card receipts, America the Beautiful Senior Pass, America the Beautiful Access Pass and user fee permits will be stored in a permanently installed vault or safe provided by the Government, or as directed by the Lake Manager. User fees and user fee documents will be collected from the Gate Attendants at the gatehouses by a Park Ranger or contract fee collection personnel, or the Gate Attendants may be required to turn in user fee documents to Park Ranger at the Lake Office or contract fee collector at their main office. In the event fees do not balance, the Contractor shall be responsible for any shortage and any excess collections shall be added to the total.

(b) Audits and Fee Security: *No additional items.*

(c) Cash on Hand: *No additional items.*

(d) Remittance Procedures and Inspection of Use Fees: *No additional items*.

TASK 2. Campsite Reservations: *No additional items*.

TASK 3. Group Shelters: If group shelters in the park are rented, Gate Attendants will unlock entrance gates for the renter. Upon departure of a renter, Gate Attendant will relock access gates.

TASK 4. Camping Status: The Contractors camping status log will match the reservation arrival reports. The Contractor will make sure that the individuals that are on the reservation arrival reports are current and in agreement with NRRS, ORMS (Outdoor Recreation Management System) or the ORMS reservation reports. Contractor shall perform the duty of changing campsite status markers in accordance with established policies of the Lake Manager.

TASK 5. Park Inspection: The Contractor shall inspect entire park a minimum of four (4) times daily in. The Contractor shall inform park visitors and campers of any violation of rules, regulations, and policies in a friendly, informative manner and ask for compliance. In addition to these patrols the areas shall be inspected prior to start of gate house duties and all vehicles in the park without passes should be tagged for payment and a log kept of each vehicle. The Contractor shall keep an inspection report in a neat and timely manner. The Contractor shall check all restroom lights and guard lights at least once during the hours of darkness each day to insure that they are working properly. The Lake Office will be notified of any guard lights that are inoperative during the first scheduled workday after discovering them inoperative. During cold weather, the Contractor will monitor drinking fountains, water hydrants and park facilities to prevent freezing. Water hydrants and water cutoffs will be turned on and off as required by the Lake Manager.

TASK 6. Complaints: *No additional items*

Visitor Assistance: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Disturbances: *No additional items.*

Lost and Found: The Contractor will maintain a lost and found department in the gatehouse. All items will be turned into the project office when fees are submitted. The Contractor will prepare a lost and found report on all lost and found property. The Contractor will insure that proper identification is obtained from individuals before release of any lost and found property.

Image, Personal Appearance and Dress: *No additional items*.

Cooperation with Others: *No additional items*

Living Area and Gatehouse Maintenance:

Campsite Area Maintenance: Gate attendant campsite shall be kept clean and maintained by the contract gate attendant to a perimeter of 30 feet surrounding the campsite.

Pets: No additional items.

Excessive Personal Items: No additional items.

Smoking: No additional items.

Gatehouse Maintenance: The Contractor will maintain the gatehouse, both inside and outside, in a clean, orderly and sanitary condition at all times.

The gatehouse will be thoroughly cleaned at the end of each shift to the Lake Manager or designated representative's satisfaction to include the following: toilet facilities, carpet (vacuumed), hard floors (swept and mopped), windows, entire interior building surfaces (dusted and cleaned if necessary) and litter free outside building and walking surfaces for seventy-five (75) feet perimeter of gatehouse.

Gate Attendant shall water the lawn, flowers, trees, and shrubs in the immediate area of the gatehouse and/or trailer site as instructed by lake personnel. The Government will provide hose and sprinklers.

Trash Removal: Solid waste and refuse shall be deposited in a nearby trash receptacle (dumpster) furnished by the Government at the end of each shift.

Living Quarters Security: No additional items.

Utilities: The Government provides a 20/30/50 amp electrical pedestal, water and sewage hook-up at each attendant site at no cost to the Contractor. Any other utility or service shall be obtained by the Contractor. The use of these facilities is at the Contractor's risk and damage to equipment will be the sole responsibility of the Contractor. No reimbursement will be made for times of service outages.

Storage Building: A storage building is available for the Contractor's use.

No Soliciting: *No Additional.*

Weapons: *No Additional.*

Alcohol: *No Additional.*

Government Property: *No Additional.*

Absenteeism: *No Additional.*

Visitors of the Contractor/Gate Attendant: *No Additional*.

Security Bonding (Bonding for Fee Collection): *No Additional.*

Physical Security and Key Control: *No Additional.*

Gate Operations: Park entrance gates will be closed at 10:00 pm each night and opened at 6:00 am each morning. Between 10:00 pm and 6:00 am, Gate Attendants will allow ingress and egress of individuals who have valid emergencies or who need to deliver emergency messages. Some parks have after hour keypad access for registered campers. Gate Attendants shall operate automatic gate arms as required by the Lake Manager. Additional gate operations may be added as needed at the direction of the lake manager.

Park Operating Hours		
Location	Open Gates	Close Gates
Russell Park	6:00AM	10:00 PM

1.12 GENERAL LIABILITY AND OTHER INSURANCE: *No Additional.*

1.13 DAMAGE RESPONSIBLITY: *No Additional.*

1.14 LIABILITY: *No Additional.*

1.15 PERMITS/COMPLIANCE: *No Additional.*

1.16 COMMUNICATIONS EQUIPMENT: A telephone shall be provided at each gatehouse for official business use. Any charges determined to be personal or long distance other than official business are not allowed and shall be the responsibility of the Contractor. The gatehouse telephone shall be answered by the attendant on duty. Additional phone lines and/or any change, alteration or tampering with phone or data lines in the gatehouse is prohibited.

1.17 PAYMENT FOR SERVICES: *No Additional.*

1.18 TERMINATION: *No Additional.*

1.18.1 Grounds for Termination: *No Additional.*

1.19 DUTY OF CONTRACTOR TO FINISH CONTRACT: *No Additional.*

1.20 OTHER REQUIREMENTS: Contractors will complete reports as required by the Lake Manager. The reports include, but are not limited to: Daily Activity Reports, Inspection Reports, Incident Reports and Lost and Found Reports.

TECHNICAL EXHIBIT 1
PERFORMANCE REQUIREMENTS SUMMARY

The Contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

Performance Objective (The Service required)	**Standard**	**PERFORMANCE THRESHOLD**	**Method of Surveillance**
Task # 1 The Contractor shall collect User Fees, SWF PWS 1.11 Task 1	The Contractor Completed Financial Statements and Deposit Statements for User Fees must agree.	Zero (0) deviation from standard	100% inspection
Task # 2 The Contractor shall pick up reservation data reports, maintain status reports to ensure campsite status is current SWF 1.11 Task 2	Contractor completed status reports monitoring dates of arrivals, departures, no shows, cancellations	Zero (0) deviation from standard.	100% Inspection.
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