

**PERFORMANCE
WORK
STATEMENT (PWS)**

**SBIWTP
OPERATION AND MAINTENANCE (O&M)**

**USIBWC
01 September 2025**

<u>Section</u>	<u>Title</u>	<u>Page</u>
I	Description of Services	3
1.0	Background	3
1.1	Scope of Work	5
1.2	Operations	6
1.3	Monitoring and Reporting Requirements	14
1.5	Maintenance and Repair	17
II	Laboratory & Regulatory Agency Coordination	20
III	Government Furnished Incidental Property (GFP) and Services	21
3.0	Incidental Government Furnished Services	21
3.1	Utilities	21
3.2	Joint Inventory	21
IV	General Information	22
4.0	Program Management	22
4.1	Program Manager & Key Staff	22
4.4	Operation Hours and Emergency Services	26
4.5	Quality Management	28
4.6	Security Requirements	28
4.7	Safety	31
4.9	Contractor Support	32
Appendix A	Acronyms	34
Appendix B	O&A Report Form	36
Appendix C	List of Attachments	37

I DESCRIPTION OF SERVICES

1.0 BACKGROUND. The South Bay International Water Treatment Plant (SBIWTP) was initially designed as a twenty-five million gallon per day (25 MGD) wastewater treatment plant located at 2995 Clearwater Way, in San Diego, San Diego County, California, north of the International Boundary, and near the intersections of Monument and Dairy Mart Roads.

Construction of the plant's advanced primary treatment phase was completed in September 1997, and construction of the secondary treatment phase was completed in May 2011. From 2011 to 2025, the plant treated an average of 25MGD/day of wastewater originating in Tijuana, Baja California, Mexico. SBIWTP is operated under the authority and at the direction of the United States Section, International Boundary and Water Commission (USIBWC). An average of 25 MGD of effluent was being discharged through the South Bay Ocean Outfall (SBOO) which is subject to the requirements of the National Pollutant Discharge Elimination System (NPDES) Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended, which was issued by the San Diego Regional Water Quality Control Board (the "RWQCB"). USIBWC and SBIWTP are responsible for maintaining canyon collection systems: Smuggler's Gulch, Goat Canyon, Stewart's Drain, Silva Drain, and Canyon Del Sol, and its pumping and conveyance facilities; Goat Canyon and Hollister pump stations.

In 2024, USIBWC awarded a contract for the design and construction of the rehabilitation and expansion of the SBIWTP from 25 MGD to 50 MGD, with a peak hourly flow capacity of 75 MGD. USIBWC awarded the contract to PCL Construction (PCL) of Long Beach, California. In turn, PCL selected Stantec Consulting Services, Inc. (Stantec), of San Diego, as the design firm. The project was awarded using the Progressive Design-Build (PDB) contract delivery method consistent with Government contracting practices and regulations.

Concurrently, USIBWC also awarded a contract to implement an Enterprise Asset Management Program (EAMP), which will be executed in phases. The EAMP will develop a comprehensive roadmap and Asset Management Plans (AMPs) for our wastewater treatment plants. This contract was awarded to LH&J/Arcadis Joint Venture, and it will enhance management assets, validate inventory, schedule maintenance, and support other essential functions.

Expansion of Capacity

The ongoing rehabilitation and expansion project scope includes expanding the current 25 MGD SBIWTP to 50 MGD, with a peak hourly flow capacity of 75 MGD. The process of the plant's expansion will unfold in strategic phases, with the full plant expansion targeted for completion by 2031. The initial phase of the PDB project encompasses design and preconstruction services. The second phase includes the construction services to for rehabilitation and expansion of the SBIWTP.

During the expansion, the PDB team will work closely with the future SBIWTP O&M Contractor to ensure maintenance of plant operation during the construction services phase and adjusting operations to support design and construction efforts when necessary. The O&M Contractor shall provide Subject Matter Expert support during the design and construction services phases. The support shall

include close collaboration and coordination with the PDB team to ensure plant operations are maintained without disruption throughout the expansion project. This support shall involve attending critical meetings related to design or construction coordination, to provide input, and stay informed of project plans and progress. The Contractor shall provide information that may require expertise from the O&M Contractor personnel including operations, maintenance, electrical, instrumentation and controls staff. An essential responsibility will include reviewing proposed shutdown plans to verify that plant operations can be maintained and that O&M will not be negatively impacted.

In August 2025, the plant's treatment capacity expanded from the current 25 MGD to 35 MGD. The SBIWTP currently provides 35 MGD of advanced primary treatment, 25 MGD will continue on to receive secondary treatment and 10 MGD will bypasses secondary to the outfall. The additional 10 mgd was authorized through a Cease and Desist Order (“CDO”), R9-2025-0139 issued on August 28, 2025, by the RWQCB.

Throughout the incremental expansion period, the Operations and Maintenance contract will be adjusted as needed to accommodate the changing requirements and milestones of the Progressive Design-Build project. While the PDB project team will retain responsibility for all construction activities, modifications to this contract will undergo review and receive appropriate authorization when necessary.

Description of Plant Facilities that must be maintained & operated

This O & M contract is seeking operation, maintenance, and repair services for all SBIWTP facilities and conveyance systems, which consists of those identified in Attachment 07 Condition Assessment Report. These are collectively referenced as “the Facilities” in this PWS.

Treatment Process at the Plant

SBIWTP’s advanced primary treatment process train consists of influent conveyance, preliminary treatment to include mechanical screening and influent pumping, aerated grit removal, and dewatering, primary sedimentation tanks and solids removal (waste activated sludge sent to Unstabilized Solids Storage Tanks (USSTs) influent pumping and chemically enhanced primary sedimentation. The secondary treatment process train consists of activated sludge facilities, secondary sedimentation facilities, and waste return activated sludge thickening facilities.

The existing secondary treatment process train consist of activated sludge facilities, secondary sedimentation facilities, and waste activated sludge thickening facilities. The additional 10 MGD bypasses the existing secondary treatment process.

The existing solids processing consists of sludge and skimming pumping facilities, un-stabilized sludge storage, sludge conditioning facilities, belt filter press dewatering and lime stabilization of solids.

Both advanced primary and secondary processes have the capability of chlorination with sodium hypochlorite, and de-chlorination with sodium bi-sulfite. Stabilized sludge, screenings, and grit will be trucked to Mexico by a Mexican Contractor for dedicated landfill disposal.

1.1 SCOPE OF WORK. The Contractor shall provide all personnel, equipment, tools, materials, supervision, and other items or services necessary to perform the full operation and maintenance of the SBIWTP, Canyon Collectors, and South Bay Land Outfall (SBLO). The Contractor's operations and maintenance (O&M) responsibilities shall include SBIWTP & conveyance system, Smuggler's Gulch, Goat Canyon, Stewart's Drain, Silva Drain, and Canyon Del Sol, including canyon collector pumping stations Goat Canyon and Hollister pump stations, which are equipped with emergency generators and odor control systems. This also includes the SBLO from the SBIWTP up to and including the SBOO drop shaft sewage air valve assemblies. All of these facilities are included as part of this scope of work. The Ocean Outfall drop shaft, tunnel and riser are not part of this scope of work.

While the Contractor shall operate the Facilities in full compliance with all applicable permits and regulations, the **USIBWC retains legal liability** for regulatory actions or third-party claims related to permit or legal compliance. The Contractor's role is to **support permit compliance** through diligent operations, monitoring, and reporting, but it is not legally liable for permit violations or violations of law unless due to gross negligence or willful misconduct. This plant is operated at the direction and in the discretion of the Federal government.

- a. **Place of Performance.** All work performed under this PWS shall be performed at SBIWTP to include its Canyon Collectors System and pump stations, see Attachment 17 for map. SBIWTP is located at 2251 Dairy Mart Rd, San Ysidro, CA 92173.
- b. **Period of Performance.** Period of Performance is projected to be a 5-year contract (Base Year plus 4 Option Years).
- c. **Cost Reimbursement (CR) Contract Line-Item Numbers (CLINs).** Line-Item Numbers (CLINs). Tasks are categorized as follows:
 - FFP CLINs: Routine operations and maintenance
 - T&M CLINs: Emergency response and urgent repairs
 - CR CLINs: Support services requiring undefined scope or evolving regulatory requirements, such as on chemicals and lab sampling.

The Contractor shall propose a CLIN mapping matrix in their proposal, aligning each major task with the appropriate CLIN type.

1.1.1 Transition Plan. Each offeror, with the exception of the incumbent, shall submit a detailed plan describing methods they intend to employ to smoothly transition from the incumbent Contractor to themselves as the potential O&M contractor. The plan shall be submitted in conjunction with the quote. The plan shall detail; names of employees, positions, duties, certificates held, and perspective employment dates, methods and timelines for the transfer of Contractor owned property, if any is to be transferred. If no equipment is to be transferred then provide a list of equipment owned or to be purchased, anticipated date of arrival to the site and its intended purpose. The O&M Contractor, whom the contract is awarded to, shall execute the 60-day transition period in accordance with their phase-in plan. Upon completion of the transition period, the new O&M Contractor shall assume full O&M responsibilities. The Transition Plan shall also include a Continuity of Operations Plan (COOP) to ensure uninterrupted service during transition and emergencies. The COOP must address staffing, communications, and critical system continuity. Pricing for the proposal will be staged to match the level of effort required during the transition period, with adjustments made as necessary until phase-in is 100%

completed. This approach ensures that the Contractor is adequately compensated according to the incremental progress and work performed during the transition.

1.2 OPERATIONS

1.2.1 General. The Contractor shall operate the SBIWTP, Canyon Collector & pump stations in accordance with (IAW) industry standards, federal, state and local laws and regulations, and permit requirements. The Contractor shall support USIBWC's compliance with the requirements of the National Pollution Discharge Elimination System (NPDES) permit issued by the San Diego Regional Water Quality Control Board (RWQCB) and the Air Quality Control permits issued by the San Diego Air Pollution Control District, all other permits issued for the Facilities during the duration of the O & M contract, and all additions and or amendments to all permits and rules throughout the life of the contract. The Contractor shall conduct its activities in compliance with all permits & plans pertaining to SBIWTP wastewater collections and treatment. While the Contractor's operation of the Facilities must be compliant with permit, regulatory, and contract requirements, the Government retains liability for regulatory actions or any action filed or asserted by a third party in court based on Facility's permit compliance.

1.2.2 Operation & Maintenance of SBIWTP.

The Contractor shall be required to operate the Facilities and maintain staffing twenty-four (24) hours per day, seven (7) days per week at the SBIWTP including Federal Holidays. The Contractor shall be required to coordinate the collection and disposal of solids (sludge and grit), and regulation and control of plant wastewater inflows with representatives of the Mexican Government as a requirement of daily operation of the facilities. Sludge and grit disposal trucks will be operated by Mexican drivers, at no cost to USIBWC or the Contractor. Mexico is responsible for all maintenance and/or repair on said trucks.

- a. The plant shall be operated in coordination with Mexican Pumping Station No. 1 operators in a manner to maintain an average daily inflow of thirty five (35) million gallons per day, and to minimize the potential of excess flow within the Tijuana sewer conveyance system. The Contractor shall have at least one bilingual (English and Spanish) operator on-site at all times (24/7) to facilitate communication and coordination with Mexican operators. The Contractor's bilingual operator will be required to communicate with Mexican personnel, such as operators and engineers, through various means including cell phone chat apps, radio, phone/video calls, and in-person meetings.
- b. The Contractor shall be required to operate and maintain the infrastructure that controls and conveys influent to the plant, that includes structures such as Junction Boxes 1 and 2 and associated piping; the canyon collectors & associated piping; and pump stations. Maintenance of this infrastructure requires sediment removal and fluctuating amounts of sediment and can entail urgent repairs.
- c. The Contractor shall be solely responsible for providing all chemicals and for payment of all chemical costs incurred in wastewater treatment operations, beginning from the first day of operation. Chemicals are defined as all treatment process chemicals

necessary for chemically enhanced primary treatment, sedimentation, sludge conditioning and dewatering, and odor control. No chlorination and de-chlorination is required for the SBIWTP effluent. Offerors shall bid this solicitation based on the chemical dosages identified in Attachment 10 which represent average values for chemical dosages.

- d. The Contractor shall utilize process control data for the different processes at the SBIWTP for proper operation and treatment of wastewater, both liquid and solids trains.
- e. The treated effluent discharged through the SBOO is subject to the requirements of the NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended, and the CDO. The Contractor shall operate the Facilities in compliance with all permits and regulatory requirements for the Facilities. The Government retains liability for regulatory actions or any action filed or asserted by a third party in court based on Facility's permit or legal compliance
- f. The Contractor shall be responsible for providing the necessary sampling and testing program, as per Monitoring and Reporting Program Requirements in the NPDES Permit, the CDO, or other sampling identified in the Contract. and that is incorporated by reference into the Permit.
- g. The Contractor shall implement process and equipment inspection schedules for plant and auxiliary facilities operation, and implement and maintain operator round sheets, daily logs, and diaries necessary for satisfactory documentation of equipment operation and maintenance. All data shall be made available, within 15 days after request, for review. The contractor shall inform the Contracting Officer's Representative (COR) of any major off-line equipment within 24 hours of discovery of the off-line equipment. The Contractor shall maintain and share with USIBWC at its request maintenance logs reflecting maintenance that was implemented. The Contractor shall also conduct daily inspections of the Canyon Collectors as required by the NPDES permit, record inspections on USIBWC-approved forms, and submit reports to USIBWC and/or the California Regional Water Quality Control Board as required by the NPDES permit.
- h. The Contractor shall implement a data management system to maintain complete operational records. The Contractor shall include provisions for networked word processing, spreadsheet and database functions. All documents, recordings, photos/videos, or any other information pertaining to laboratory data, operation records, operations history, maintenance or operations procedures, including technical reports, memoranda and any other such information, that is gathered by the Contractor in the performance of O&M duties under the terms of the contract, whether written or stored electronically, shall remain the sole property of the Government. The data management system implemented under this task shall have expansion capability for any future changes to and/or flow capacity increases at the SBIWTP. The Contractor's data management system must be capable of loading all Government data currently existing within the incumbent Contractor's data management system. The Contractor is responsible for maintaining the data management system and must implement a maintenance plan for the data management system. All Government-owned data must be made available to USIBWC within 3 days of USIBWC's request for

such data or, alternatively, stored on a drive that is accessible by USIBWC personnel.

- i. The Contractor shall investigate, document, and report all spill events (flows that escape from plant or facilities after initial capture) and/or transboundary wastewater flows (flows that bypass the facilities) in accordance with NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended, and the Spill Prevention & Response Plan.
- j. The Contractor shall attend bi-national meetings and at times may be asked to present results/summaries of transboundary flows, spill prevention, and influent violations/operational effects of influent constituents, during these meetings. Information obtained at these meetings is confidential and subject to USIBWC approval before release.
- k. Operation and maintenance shall be IAW manufacturer's manuals, instructions, best industry practices. Maintenance shall be scheduled in a non proprietary enterprise asset management system (EAMS) for each asset ,meeting the IBWC asset definition. Once the IBWC owned EAMS is available, the asset inventory and maintenance schedules shall be migrated over and utilized by the contractor IAW EAMS and Preventative and Maintenance Inspection program. It is the contractor's responsibility to keep the asset inventory up to date as projects are completed for rehab/replacements.
- l. The Contractor is responsible for ensuring that an adequate Contractor owned vehicle fleet is provided for the operation and maintenance of the plant and canyon collector structures and conveyance systems.
- m. The Contractor shall be solely responsible for providing all fuel and for payment of all fuel costs associated with the operation and maintenance of all the facilities and equipment in the scope of this contract (including gasoline, oils, diesel, lubricants, solvents, etc., required for generator(s) testing and operation, and any equipment purchased, maintained, or rented for Contractor use).
- n. The Contractor shall supply and be solely responsible for payment of all labor, materials and supplies for operation and maintenance of the plant, including buildings and grounds maintenance (with the exception of the SDFO USIBWC admin building), duplicating and photocopy supplies, first aid and safety supplies, process lab supplies, laboratory equipment, safety equipment, clothing and uniforms, maintenance supplies, and other consumable materials and supplies.
- o. Contractor shall provide for and be solely responsible for payment of all cleaning services, trash collection, equipment, rentals, service agreements for equipment, repair services, maintenance services, temporary or part time help, dedicated gate entry security, legal fees, registrations, dues, postage and freight charges, subscriptions, advertising, printing and binding, photographic services, vehicles and equipment, and other professional services.
- p. The Contractor shall be responsible for the operations and maintenance of the valves that are used to send partial flow to the City of San Diego Point Loma Treatment Plant through an emergency connection pipeline.

- q. The Contractor shall be responsible for the additional equipment and systems added to accept the additional flow of 35 MGD to at a minimum include; CEPT, sludge thickening, and sludge dewatering equipment
- r. The Contractor shall be responsible for operating and maintaining the following equipment that was added to manage the additional solids generated by treating the an additional 10 MGD:
 - Two trailer mounted gravity belt thickeners complete with stand-alone anionic polymer system to supplement the current dissolved air flotation treatment (DAFT) system. T
 - *Note:* The Gravity Belt Thickeners are rentals for approximately 8-10 months. After the rental period expires, the PDB team will purchase and install new Rotary Drum Thickeners.
 - A sludge dewatering trailer mounted screw press system to supplement the existing dewatering system. Screw press will be fitted with stand-alone polymer system and a single point sludge cake discharge conveyor. Contractor shall ensure the sludge trailer is checked periodically to maintain a balanced trailer loading. The screw press operates in parallel with existing belt filter presses to satisfy dewatering requirements.
 - *Note:* The screw press dewatering unit is a rental for approximately 8-10 months. After the rental period expires, the PDB team will purchase and install a new screw press dewatering unit.
 - Before any rental unit (i.e. Gravity belt thickeners, screw press dewatering) is returned, Contractor shall ensure proper cleaning is performed before handing to the equipment vendor.
- s. The Contractor shall consider and include all maintenance related to the additional 10 MGD flow in their Preventative Maintenance Plan, to include, but not limited to, temporary equipment, coarse screen at headworks, grit chamber, channels, PSTs, PST effluent channel, ASTs, Primary Effluent channel skimming gates. *Note:* Due to the additional 10 MGD flow, increased average and maximum influent flow into SBIWTP will increase the potential for blinding of the influent coarse screens at the headworks.
- t. The Contractor shall monitor and remove floatable debris at the headworks, primary sedimentation tanks, primary effluent channel, activated sludge tanks, and secondary settling tanks. The Contractor shall operate the manual slide gate valve as a skimming's system at the primary effluent channel to create an overflow weir that carries floatables into the skimmings structure. Grating is installed to provide the operator a visual of any potential accumulation of floatables that needs to be addressed.

1.2.3 Operation & Maintenance of Canyon Collectors

- a. During the dry weather months of April through October, the Canyon Collector structures (Smuggler's Gulch, Goat Canyon, Stewart's Drain, Silva Drain, and Canyon Del Sol) shall be fully cleaned of sediment and debris as necessary each day such that all dry weather sewage flows are captured at all times. Also, Contractor must place and maintain sandbags on the canyon collector weir and catch basins must be cleaned and maintained during Dry Season.

- b. During the wet weather months of November through March, the Canyon Collector structures shall be fully cleaned of all debris and put back into service within forty-eight (48) hours of the end of each rainfall event. In addition, the sand/grit interceptors at the Canyon Collectors shall be cleaned as necessary to ensure proper operation.
- c. The conveyance pipelines for the Canyon Collectors shall be kept free of obstructions at all times and shall be cleaned or flushed as necessary to ensure proper operation. The Contractor shall be solely responsible for the proper off-site disposal of the debris (trash, garbage, sand, rocks, miscellaneous materials, etc.) removed from the Canyon Collectors Systems within seven (7) calendar days of each cleaning event for each canyon, including hauling costs, permit and disposal fees. Removed materials which are not considered suitable for fill shall be disposed of as directed by the COR. Upon completion of clean up, all on-site waste and disposal areas shall be cleaned and the debris removed from the site. No stockpiling shall be allowed unless directed by the COR. The wastewater fenced compound shall not be used as a storage area. Transportation and disposal shall be in accordance with all applicable State and Federal Environmental regulations. The estimated quantity of materials to be removed and disposed of from the Canyon Collector structures (Smuggler's Gulch, Goat Canyon, Stewart's Drain, Silva Drain, and Canyon Del Sol) fluctuates, but is estimated to be 4,000 cubic yards annually. Please note that the amount of sediment and debris can fluctuate significantly based on conditions beyond USIBWC's control. In the event that canyon collectors experience unusually high volumes, the Contractor may request contract modifications via the use of O&A process (ref. paragraph 1.6). An unusually high period is defined as when canyon collectors receive double the projected sediment amount within a brief timeframe (such as 1-2 weeks) and this elevated level persists without subsiding, requiring immediate attention. The Contractor may elect to use Government furnished equipment for cleaning, if available. The Contractor shall provide State of California certified heavy equipment operator(s) qualified with experience to operate and maintain Government-furnished equipment. Heavy Equipment operators shall have at least five (5) years of proven experience in similar work operating similar equipment. The Contractor shall be solely responsible for providing all fuel and maintenance. The Contractor shall provide for the payment of all costs for the fuel and maintenance of any Government furnished equipment utilized by Contractor.
- d. In accordance with the Monitoring and Reporting Program Requirements in NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended, the Contractor shall conduct inspections of each of the Canyon Collectors (Goat Canyon, Smuggler's Gulch, Canyon del Sol, Silva Drain, and Stewart's Drain), and canyon collector pumping stations (Goat Canyon and Hollister Street) a minimum of once per day. Additional inspections of the Canyon Collector system shall be conducted to address issues or concerns, such as the potential blockage of the intake screens. The Contractor shall also conduct inspections of each of the canyon collectors during the periods of each rain event, a minimum of once per day during the actual event, such that the events are documented (If the rain event occurs after the initial inspection is performed, a minimum of one more inspection shall be performed and documented to monitor the effects of the rain event).

- e. The Contractor shall document all inspections using Attachment 11, complete with photographic evidence, and submit these records to the COR, monthly, as part of the regular O&M report. Each inspection at every location must include all information requested on Attachment 11, along with rain gauge readings (measured from the Goat Canyon Pump Station rain gauge). Additionally, the Contractor bears responsibility for executing all tasks specified in the Prevention/Response Plan when responding to transboundary flows.
- f. The Contractor shall also be responsible for the operations of the SBLO and disposal pipeline system, up to and including the Ocean Outfall drop shaft sewage air valve assemblies.
- g. Occasionally maintenance may include entry onto non-Government owned land or facilities, where the Contractor must implement the required repair or maintenance. Contractor must coordinate with IBWC so we can secure a right of entry or other required permits for the Contractor for such activity.

1.2.4 Operation & Maintenance of SCADA.

- a. All plant process controls are in two Local Control Centers (LCC) located within the plant. The LCCs consist of a SCADA system installed with Inductive Automation Ignition Platform software that is primarily administered and/or monitored by Windows workstations and Windows Servers. Several Windows Human Machine Interface devices (HMIs)/touchscreens control the SCADA components to include controls, control panels, annunciators, indicators and Programmable Logic Controllers (PLC). The SCADA System is owned by the USIBWC and is configured and maintained to ensure compliance with the Federal Information Security Modernization Act of 2014 (FISMA). Network services are provided by Windows servers using an Active Directory environment that administers dual authentication access control to the SCADA. The SCADA System is used to manage, monitor and maintain wastewater treatment plant operations and includes data logging, storage of shared data files, operations data and historian and backup services. The SCADA System is "air gapped" from internet access. The USIBWC will provide over-arching guidance (on where to buy and what types) of Hardware/Software is acceptable for purchase. Item must not be refurbished, only purchased through a licensed vendor and be Trade Agreements of Act (TAA) compliant. USIBWC will also assist and fund for any long-haul circuits that are required for connectivity (such as at the Lift Stations). USIBWC will also provide over-arching NIST and RMF documentation (Policies and Plans) for inclusion into the sites SCADA System RMF Package. USIBWC or assisting Federal agency will provide system/FISMA/NIST audits/assessments on a re-occurring biennial frequency at a minimum.
- b. The Contractor is responsible for maintenance, replacement and configuration of the SCADA System as a whole this includes (this includes all software and hardware components) - maintaining and replacing SCADA system components located within server racks located at the main SCADA system building, all software, Windows workstations, servers, Storage Area Network (SAN) connected servers, storage systems, switches, software and CISCO network hardware components such as routers, firewalls, switches, connectivity appliances, and all SCADA System. Components (refers to all,

components and connectivity infrastructure to include but not limited to SCADA System sensors directly connected to plant equipment that interfaces between OT and IT, Programmable Logic Controllers (PLC), ControlLogix controllers, Human Machine Interfaces (HMI), Remote Terminal Units (RTU) and their components and programming). The Contractor is responsible for the repair maintenance and upgrading of all communications infrastructure related to the communication capabilities of all field instruments to include all cabling, telephone or radio infrastructure (this does not include long haul circuits). The Contractor shall not allow any SCADA system sensors to remain in production in the field beyond their established End of Life cycle or if identified to no longer be compatible with SCADA system components, and or identified as needing replacement by Federal Audit Officials or by USIBWC established requirements/guidance. For IT devices such as computers, servers and switches the Contractor will provide make, model and serial numbers to USIBWC for inclusion into the asset management inventory system. Contractor will be responsible for software and firmware updates to the SCADA System. Contractor will also be required to update system vulnerabilities based on USIBWC timelines, provide and update network diagram, Hardware and Software lists, SOPs, POAMs and Risks associated with the system, as well as developing incident and contingency procedure, and testing those procedures in the form of tabletop or real world exercise scenarios at least on an annual basis. Contractor will develop any other documentation needed by USIBWC such as system categorization, system security plans and other similar documents regarding the SCADA system. The Contractor will remediate any findings found during federal audit or assessments within a 90 day time period. Outdated or obsolete field hardware shall be replaced by the Contractor within a 90 day time period or submit a plan for replacement to the USIBWC in accordance with this contract.

- c. Upon award, the Contractor shall perform a SCADA system risk assessment and evaluation throughout the entire plant and SBIWTP area of responsibilities, to identify the conditions of existing field instruments, components and connectivity infrastructure. The Contractor shall include a proposal to address this necessary work following the O&A work procedure submittal, see paragraph 1.6.
- d. The Contractor will be responsible for managing, configuring, and maintaining their Corporate network to allow for the required daily operations, reporting obligations and maintenance of the plant as described in this PWS. The network will require the capabilities of performing regular data backups and have redundant capabilities. To ensure the CyberSecurity of the Corporate network, a Firewall, smart routers and switches, anti-virus software are required to be maintained as standard components of the network. Quarterly vulnerability assessments to identify needed patching and remediation of admin network components (servers, workstations and networking hardware) are required to be maintained by the Contractor in order to create a secure environment for the Contractor to conduct its day to day operations and provide for recovery of data, operations and services if necessary. The Contractor will be responsible for providing the USIBWC with all Information Technology or CyberSecurity policies and directives currently in place by the Contractor to maintain the functionality, security and access control of the admin network for our review and approval. The Corporate Network Cybersecurity program documentation shall include elements such as cybersecurity requirements, performance, scalability, regular hardware and software maintenance schedules, and continuity of operations plans to ensure the Contractor

is able to recover operations and restore data to their network in case of failure or compromise. The Corporate Network will in no way (logically or physically) be connected or share any IT hardware or software licenses with the USIBWC SCADA System.

- e. The Corporate System used or operated by the Contractor to store, process, transmit and protect Controlled Unclassified Information (CUI) on behalf of the agency shall comply with NIST SP 800-171 rev 3 “*Protecting Controlled Unclassified Information in Nonfederal Systems and Organizations*” and conduct security assessments detailed in NIST SP 800-171! Rev 3 (Attachment 15) to provide documentation or evidence that the security requirements in the NIST SP 800-171 rev 3, have been satisfied. To maintain a consistent level of protection, the security requirements for safeguarding CUI in nonfederal systems and organizations must also comply with Federal Information Processing Standards (FIPS 199) publication.
- f. All contract employees with established access and roles within the SCADA system shall complete annual training on the control system and best practices for SCADA systems. The training will be developed and administered by the USIBWC.

1.2.5 Sampling and Analysis. The current NPDES permit for the Plant is Order No. R9-2023-009 (effective March 8, 2023), NPDES No. CA0108928 . This will expire on June 30, 2026. If the Permit is amended or a new NPDES Permit is issued during the Contract period, it may have additional requirements outside the current scope as written in the current permit. If needed, a modification to the Contract will be prepared to address additional permitting requirements

1.2.5.1 The Contractor shall be responsible for implementing and assuring proper sampling protocol, analysis and laboratory quality assurance in accordance with the National Pollution Discharge Elimination System (NPDES) permit. If the Contractor uses an outside laboratory to meet this requirement, the lab must be certified in the state in which the lab is located.

1.2.5.2 The Contractor shall implement the requirements of the Spill Prevention and Response Plan for all spill and transboundary flow event. This includes that Contractor shall respond to and report all spill events (flows that escape from plant or facilities after initial capture or flows that do not exceed the capacity of the canyon collectors) and/or transboundary wastewater flows (flows that bypass the facilities) in accordance with NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended and the Transboundary Spill Prevention and Response Plan.

The Contractor shall provide technical support to USIBWC in responding to regulatory inquiries, audits, or enforcement actions. This includes furnishing data, documentation, and subject matter expertise as needed and in a timely manner. The Contractor shall not represent the Government in regulatory proceedings unless explicitly authorized.

1.2.6 Records. A log shall be maintained indicating daily operating activities. Copies of logs and documents, requested under this contract, shall be made available immediately upon request. All operations and laboratory records shall be maintained for five (5) years and originals of each left on site upon contract completion.

1.3 MONITORING AND REPORTING REQUIREMENTS The Contractor shall prepare and provide all reports with the exception of the Ocean Outfall Monitoring Reports, in accordance with the Attachment E Monitoring and Reporting Program under the Permit. Prior to preparation of the required reports, the Contractor shall review all test results in consultation with the COR and/or USIBWC Area Operations Manager (AOM). All reports and records shall be made available to USIBWC simultaneously as they are reported to the RWQCB. This data is property of the USIBWC and shall not be altered before providing it to USIBWC.

1.3.2 NPDES Monitor and Reporting Program. The Contractor shall execute all aspects of Attachment E of the Permit to conduct routine and episodic self-monitoring that meets the requirements as specified under: 1) General Monitoring, 2) Monitoring Locations, 3) Core Monitoring Requirements, and 7) Reporting Requirements for the facility (treatment plant, canyon collectors, SBLO, and canyon pumping stations). The Contractor shall be responsible for providing the monitoring reports to the COR for approval prior to submitting them as required to the Regional Board. Aside from the reporting requirements within the permit the following are required:

1.3.3 Monthly Operations (O&M) Report_- No later than the 15th of each month the Contractor shall submit to the Contracting Officer's Representative (COR) and Contracting Officer (CO) a report explaining operations for the preceding month specifically including flow data, chemical usage, bio solids activities and a detailed discussion of operational problems and corrective actions. Operations and Maintenance report will include influent and effluent wastewater quality and quantity, quality and quantity of sludge produced, removal efficiencies obtained, chemicals stored and dosages used in processes, repairs and maintenance tasks performed (including equipment off-line) and status of any pending modifications. The Contractor shall also report their detailed preventative maintenance activities performed for the prior month as well as repair activities. The report shall include a performance dashboard summarizing KPIs, permit compliance support activities, and any deviations from expected outcomes. This dashboard will be used to assess performance-based payment eligibility.

1.3.4 Laboratory Summary Report_- a report summarizing laboratory results/data for the prior month shall be submitted to the CO and COR by the 15th of each month.

1.3.5 Storm Water. The Contractor shall provide all information in the State of California, State Water Resources Control Board, Annual Report for Storm Water Discharges Associated with Industrial Activities (State Water Resources Control Board, Water Quality Order No. 2014-0057-DWQ, NPDES General Permit No. CAS000001. The Contractor shall submit an electronic copy to the COR by June 10th of each year. The Contractor shall perform all sampling, testing, and analysis as required in the attached report. In addition, the Contractor shall perform and record all visual assessments and conduct the applicable annual comprehensive site compliance evaluation as detailed in the report.

1.3.6 Five Year Capital Plan- The Contractor shall provide a Five-Year Capital Plan to project, over a five-year period, major repairs, refurbishments, replacements, and upgrades of infrastructure, facilities, equipment, and components that are required to ensure the continued functionality of the SBIWTP. The Five-Year Capital Plan will allow the Government to properly

program for major repairs, refurbishments, replacements, and upgrades in future years that are not covered under the O&M Contract. The Contractor's initial Five-Year Capital Plan shall be submitted to the COR not later than one hundred and eighty (180) calendar days after the contract award. Thereafter, the Contractor shall submit annual Five-Year Capital Plans, not later than 30 September.

1.3.7 Condition & Risk Assessment Report- The Contractor shall conduct an annual infrastructure condition assessment to assess the condition of all SBIWTP infrastructure, canyon collector & lift stations, facilities, equipment, and its components. This assessment shall be in alignment with IBWC grading of assets specified in out WWTPs asset management once completed. This shall be captured in the contractor's nonproprietary Computerized Maintenance Management System (CMMS) and eventually to transitioned into our EAMS . Until IBWC's asset management is completed and able to be provided to the contractor, the Contractor shall submit a condition assessment report to include the asset description, asset identification, asset location, condition rating, and scoring methodology. The condition assessment shall also include a risk assessment of equipment and risk to USIBWC. The risk assessment shall report on the effectiveness of internal controls and how to mitigate risks for the following year. The condition and risk assessment allows the Government to properly program for major repairs, refurbishments, replacements, and upgrades in future years that are not covered under the O&M Contract. The Contractor's initial assessment shall be submitted to the COR not later than one hundred and eighty (180) calendar days after the contract award. Thereafter, the Contractor shall submit annual assessments, not later than 30 September of each year.

1.3.8 Prevention & Response Plan- The Contractor shall conduct regular review and assessment of the Prevention/Response Plan to identify improvements and modify it as necessary to reduce, eliminate, and prevent the recurrence of spills and/or transboundary wastewater flows. The Contractor shall keep the Prevention/Response Plan in an up- to-date condition and shall amend the Prevention/Response Plan whenever there is a change (e.g., in the design, construction, operation, or maintenance of the Facilities) which materially affects the potential for spill events or which materially affects the response required for each event. The Contractor shall include any modifications as an amendment to the Prevention/Response Plan submittal in CIWQS within 30 calendar days of making the amendment. If an erroneous mistake is made, Contractor shall correct within 7 days (or less) upon notice.

1.3.9 As-builts- The Contractor shall provide markups/red-lines to the Plant as-builts within thirty (30) calendar days of completion of modification for each modification to the Plant. The markups/redlines shall include, as minimum, the date of the modification, Contractor, and cost. The modifications shall be provided in an AutoCAD file along with an Adobe Acrobat file. Plant modifications requiring the approval by a Professional Engineer shall abide by the requirements established by the California Board for Professional Engineers, Land Surveyors, and Geologists.

1.3.10 Information Management- The Contractor shall provide an admin network Information Technology (IT) security plan for review and approval by the USIBWC. The plan should address measures and procedures used in providing communications security, continuity and maintenance for the admin network. The Contractor shall assess and validate system documentation, update baseline configuration and documentation, and network diagrams.

1.3.11 Standard Operating Procedures- The Contractor shall develop and provide Standard Operating Procedures (SOP) for the unit processes defined in the manuals. SOPs shall include start-up, routine operation, and shutdown procedures for unit process systems. The Contractor may develop SOPs using the O&M Manual and SOPs developed by the previous Operations Contractor as a guide. SOPs shall be reviewed by the Contractor, updated as needed using the O&M Manuals, and made available upon request to the Contracting Officer and COR.

1.3.12 Deferred Maintenance & Repairs Report- The Contractor shall prepare a Deferred Maintenance and Repairs Report for all SBIWTP infrastructure, facilities, equipment, and components. Deferred maintenance is defined as routine maintenance and repairs, one-time repairs, refurbishments, replacements, or upgrades under \$200,000 that were not performed when they should have been, or were scheduled to be and which were put off or delayed for a future period. The Deferred Maintenance and Repairs Report shall be submitted annually no later than January 15th of each year.

1.3.13 Preventative Maintenance Plan (PMP)- The Contractor shall provide, and implement, an annual Preventative Maintenance Plan for all capital assets, to include SBIWTP, temporary plant equipment, pump stations, canyon collector systems, conveyance systems, plant operational buildings, admin. Buildings, HVAC systems, lighting, power distribution, potable water, sewer systems, fire suppression, furnishings of spare parts, critical spare parts, storage equipment and materials. The PMP shall be submitted for approval, no later than 30 September. The CO and COR shall have 30 days to review and provide feedback. The PMP shall be in par with section 1.5.1 Preventative Maintenance Inspection program.

1.4 NOTICE OF NON-COMPLIANCE. The Contractor shall notify the CO, COR, and AOM as soon as possible but not longer than 12 hours after an event having the potential to invoke a Notice Of Non-Compliance or Notice of Violation (NOV) from the state or federal authorities. The Contractor shall report spills and transboundary wastewater flows, as previously described, in accordance with Section VI.C.2.d of the NPDES Permit No. CA018928, Order No. R9-2023-0009, As Amended. The Contractor shall also notify CO, COR, and AOM in writing as soon as possible, but not greater than two (2) calendar days after the date the Contractor became aware of any non-compliance. If an erroneous mistake is made by the Contractor, Contractor shall correct within 7 days (or less) upon notice. The Government may hold the Contractor liable for all fines incurred as a result of non-compliance or notices of violation due to negligence on the part of the Contractor.

1.5 MAINTENANCE/REPAIR

1.5.1 Preventive Maintenance. Preventive maintenance shall mean labor and materials predicted and scheduled for equipment or systems to prevent equipment failure, to extend equipment or parts life to the equipment's or parts manufacturer's standard life expectancy or beyond. A preventative maintenance and inspection (PMI) program shall be established for all wastewater related equipment and systems to prevent and correct deficiencies with process equipment and systems. PMI program shall be performed in accordance with manufacturers' recommended procedures, original equipment manufacturer (OEM) standards, ASME, WEF, and NASSCO. Preventative labor, material and costs in addition to test results shall be tracked in EAMS. The Contractor shall develop a list of critical spare parts and maintain such inventory to keep the entire system in continuous service to meet collection demand and treatment requirements. This listing shall be available for the Government review by request. The Contractor shall not use breakdown maintenance as part of the PMI program.

1.5.2 Predictive Maintenance. Predictive maintenance relies on conducting maintenance activities intended to maximize equipment life and optimize performance. Predictive testing shall include but not limited to cctv exploration, vibration analysis, tribology (lubrication), infrared thermography and motor current analysis. Predictive labor, material and costs in addition to test results shall be tracked in the contractor's non proprietary EAMS and transferred over when IBWC EAMS is available. Activities should at a minimum meet the design and performance criteria identified in the O&M manuals. In addition, labor and material costs per asset/main. Contractor shall develop, update and track minimum attributes required by IBWC.

1.5.3 Corrective Maintenance/Repair. Corrective maintenance shall mean labor and parts or installation of new equipment necessary to repair or restore equipment or systems to normal operating functionality. The Contractor shall be responsible for the repair or repair by replacement of wastewater related equipment. Corrective labor, material, and costs shall be tracked in EAMS. Wastewater equipment or systems requiring the use of specialized equipment or engineering and construction services to restore the system or equipment to normal functionality shall be reviewed on a case by case basis by the COR and CO. See paragraph 1.6

1.5.4 Asset Management System. The Contractor is responsible for supporting the Government's Enterprise Asset Management (EAM) program by developing and maintaining asset management processes for Government-owned facilities. This includes preparing Asset Management Plans, validating inventories, scheduling maintenance, and creating a long-term sustainment roadmap. The Contractor must integrate operations, maintenance, inspections, and condition data into a unified program, and provide the necessary systems and tools to manage and report this information. All data and documentation must be delivered in Government-approved formats and remain Government property. The asset management system must ensure full Government ownership and unrestricted data access, with no proprietary limitations. Coordination with the Government is required to meet reporting standards, and the Contractor must manage asset inventories, maintenance schedules, condition assessments, and spare parts tracking, while regularly updating and validating asset data. The Government is planning to

secure and operate a future EAMS software platform. The Contractor's Asset Management platform will have to be able to be migrated and transitioned to this platform and the Contractor shall incorporate within its operation and maintenance plan the successful transition.

1.5.5 Warranty. Contractor shall maintain equipment to ensure all maintenance activities (monitoring, inspection, preventive, and predictive) related to warranty requirements, as required by original equipment manufacturer (OEM), are tracked and completed. Warranty shall be tracked in Contractor provided asset management program.

1.5.6 Building Maintenance. The Contractor shall assume responsibility for both preventive and corrective maintenance of equipment including the HVAC systems in their administrative building, potable water systems, backflow prevention devices, and electrical systems. Additionally, the Contractor shall maintain all structural components of their administrative buildings, including doors, hinges, jambs, windows, locks, and roofing systems, to include physical security items such as locks, card scanners, gates & locks, etc. The Contractor's responsibilities extend to the maintenance of all pavement infrastructure throughout the entire SBIWTP facility, such as roads, sidewalks, and drainage systems. Comprehensive pest management services shall be provided by the Contractor, encompassing weed control in turf and rock areas, roads, sidewalks, as well as rodent control throughout the SBIWTP facility, the immediate exterior of the gates, and IBWC's administrative building. However, the Contractor will not be responsible for maintaining the HVAC, roof, structural elements, plumbing, or other building systems within IBWC's administrative building.

1.6 Over and Above (O&A) Work Procedures. O&A work refers to non-routine, unplanned, or emergency task that are not covered under the base scope of the O&M contract and the projected cost of material and labor is greater than \$200,000 . O&A work includes Emergency or urgent maintenance and repairs, Work requiring specialized equipment or services, and work that is not defined or anticipated in the PWS. The Contractor's project manager (PM) shall notify the COR 14 calendar days in advance of routine work meeting the O&A definition. Any cost associated with major repairs that are performed within the scope of this contract, shall not be duplicated. All required non-routine, one-time repairs, refurbishments, replacements, or upgrades under \$200,000 is considered within the scope of the O&M Contract. The Contractor may propose innovative solutions or process improvements that enhance operational efficiency or permit compliance. Such proposals may be submitted under the O&A process and will be evaluated for technical merit and cost-effectiveness. The following procedures shall apply for all O&A work requests pertaining to this contract:

(1) The Contractor's PM shall submit an O&A work request form (see appendix B) for work at any dollar amount per occurrence. The Contractor shall submit the form, with all applicable fields completed, to the COR and CO within five business days for non-emergencies and within the requested timeframe for emergencies.

(2) All work requests submitted with a total value of less than \$200,000 shall be reviewed and approved by the COR. All O&A work requests of \$200,000 or more will be reviewed by the COR and approved by the CO in order to make the determination of a fair and reasonable price. Work shall not commence on any O&A work until the Contractor receives written permission

from the Government.

(3) The COR for this contract will –

(a) Promptly review the O&A work request for technical acceptability and the reasonableness of the price within seven (7) working days.

(b) Verify that the proposed work is required, appropriate, and is not covered under the basic contract line items.

(c) Verify that funding is available for the O&A work request.

(4) Approval will be done in writing, unless under emergency conditions where oral approval, by the CO, may be used. All oral approvals from the CO will be followed up in writing. Failure of the Contractor to provide the information required on the O&A work request, within the specified timeframe, may be grounds for the government to openly compete the O&A work. Additionally, if the government and the Contractor cannot agree on a price for the O&A work request, the government has the right to openly compete the O&A work.

1.6.1 Removed Parts and Materials. The Contractor shall notify the COR when any item with a replacement cost over \$500 is removed from equipment or facilities.

II LABORATORY AND REGULATORY AGENCY COORDINATION

2.0 Laboratory Management: The Contractor shall implement a laboratory quality control and management plan to include selection and procurement of outside lab analytical services. The Contractor shall provide analytical laboratory testing services to ensure regulatory requirements monitoring. The Contractor shall provide procedures, and an organizational chart showing staffing dedicated to the laboratory quality control and management plan. The Contractor shall coordinate with the laboratory concerning all data needs and results. The Contractor shall provide influent and effluent sampling and analysis in accordance with NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended, and the Monitoring and Reporting Program Requirements in the NPDES Permit, Permit Number CA0108928, Order Number R9-2023-0009, As Amended. The Contractor shall perform all laboratory analysis and sampling in accordance with U.S. EPA approved methodologies and California EPA regulations. The Contractor shall follow the NPDES Permit requirements for sampling schedule, analysis, reporting frequency, etc. The Contractor shall delineate all sampling points, establish sampling protocols, schedule, analyses, and reporting method for in plant use. The laboratory quality control and management plan shall address process sampling & reporting, sludge management and reporting, facility odor and air emission control, as well as regulatory agency coordination plans.

2.1 Regulatory Agency Coordination: The Contractor shall maintain compliance at all times with applicable regulatory agencies having a jurisdiction over activities at the SBIWTP. These include, but not limited to:

- a. California Regional Water Quality Control Board Orders applicable to the SBIWTP
- b. San Diego Air Pollution Control District permits for operation of equipment within the SBIWTP
- c. California Division of Industrial Safety requirements for the SBIWTP
- d. California Office of Wastewater Operator Certification requirements for personnel and staff operating the SBIWTP
- e. California Emergency Response Commission requirements for hazardous chemicals used at the SBIWTP

2.1.2 The Contractor shall be solely responsible for payment of all annual permit fees and any annual increases for such fees for regulatory compliance with any agency having jurisdiction over the operation of the SBIWTP activities. The Contractor shall maintain a Regulatory Support Log documenting all actions taken to support USIBWC's permit compliance, including sampling, reporting, inspections, and coordination with regulatory agencies. This log shall be made available to the COR upon request.

III GOVERNMENT FURNISHED PROPERTY (GFP) AND SERVICES

3.0 Incidental Government Furnished Services

The Government will provide to the incoming Contractor, office space and telephone communication equipment that is currently existing. The Contractor shall provide all office, safety and lab equipment that is needed. The Contractor is responsible for ensuring that adequate office, safety, and laboratory equipment are provided in the operation and maintenance of the plant. All land, building improvements, and permanent equipment, which are in place at the time of contract commencement, is the property of the Government. In addition, all equipment, parts, materials, computer hardware and software purchased by the Contractor and paid for by the Government, or software modified by the Contractor's personnel during the performance of this contract and paid for by the Government, shall become the property of the Government. Leased or rented equipment shall remain the property of the Contractor at the conclusion of the Contract.

3.1 Utilities: All reasonable quantities of electricity, gas, water, telephones, will be made available to the Contractor without charge.

3.2 Joint Inventory The Contractor and COR shall conduct a joint inventory of all GFP where GFP is being provided. The initial inventory shall be conducted and forwarded to the CO no later than 90 calendar days following contract performance start date. Upon expiration of the contract, a joint inventory shall be accomplished with the successor Contractor in the event the incumbent Contractor is not awarded a new contract. In this case, the incumbent Contractor will be provided disposition instructions for the GFP. A second joint inventory will not be required if the incumbent Contractor is awarded the new contract. All joint inventories shall be conducted and documented by the Contractor, signed by the Contractor and the COR, and forwarded to the CO. Additions and/or deletions from the joint inventories will not be made without the consent of the CO and will be documented in the form of a modification and will be provided to the Contractor.

IV GENERAL INFORMATION

4.0 PROGRAM MANAGEMENT

The Contractor shall submit the qualifications of all management and supervisory operations personnel for review and approval by USIBWC CO/COR prior to filling any management and supervisory positions. The Contractor shall provide qualified employees, including management, technical, laboratory and administrative personnel, who meet applicable local, state, and federal certification & license requirements to operate the plant and equipment. The Contractor shall provide supplemental management, technical and administrative personnel to augment plant personnel. All Contractor personnel shall be required to obtain access authorization from the USIBWC Security Officer or the Contracting Officer prior to entering the SBIWTP and facilities. Any personnel found to be physically working at the SBIWTP, and/or its other facilities, and has not received access or a favorable adjudication of their background investigation and/or fingerprint/National Agency Check (NAC) check shall be removed immediately upon notification from the USIBWC Security Services Division.

4.1. Program Manager (PM). The Contractor shall appoint in writing to the CO within 15 business days following contract award a contract program manager. Any changes to this letter of appointment shall be provided to the CO within three (3) business days. These individual(s) will be responsible for contract performance IAW the PWS. The PM or alternate shall function as the responsible party and shall be available to government personnel within an hour of notification during normal duty hours (7 am to 5 pm) and one hour after normal duty hours to discuss wastewater treatment plant and contract issues, have full authority to act for the Contractor on all contract matters. The Project Manager shall be able to lead the contract and make decisions that are in the best interest of the contract as well as USIBWC. This person shall be the liaison between USIBWC and the Contractor's operations team; they must promote a "team" approach for the program and monitor its progress. The Program Manager shall stay involved, be knowledgeable about the program, perform periodic regular visits and be proactive when dealing with issues that may arise. This is a key position that requires many skills across a broad range of disciplines. USIBWC reserves the right to have the Program Manager removed if, in their opinion, the Program Manager fails to meet these requirements.

4.2 Contract Employees. The Contractor shall maintain a sufficient number of qualified personnel on site to operate and maintain the Wastewater Treatment Plant (WWTP) as specified in the PWS. All treatment plant operators shall be certified in accordance with the Regional Water Quality Control Board wastewater certification rules throughout the life of the contract. Personnel performing laboratory analysis for the purposes of regulatory compliance shall be trained and certified to a level of class II. Certification records shall be maintained on site, up to date and valid at all times. All initial and follow-on Contractor personnel shall be fully qualified, trained, and knowledgeable on the operation and maintenance of waste water treatment plant. All Contractor personnel must present a neat appearance and be easily recognized as Contractor employees. This may be accomplished by wearing Contractor-furnished clothing bearing the company name and/or logo. Dress of office workers will be in good taste and conducive to working with the general public. The Contractor

will identify himself as a Contractor in meetings, telephone conversations, video meetings, cellphone application chats/meetings, and e-mails and in any correspondence with the stakeholders. Any supervisor, superintendent, or SCADA systems administrator, Engineering Manager, or Analyst requires a favorable Tier 4 level background investigation prior to beginning work.

Aside from the above stated Contract Employees, the Contractor shall provide the following key personnel with the targeted qualifications outlined below:

4.2.1 SCADA Systems Engineering Manager. A minimum of five (5) years of experience in the maintenance and management of SCADA systems and components to include repair, installation and modification of all PLC, ControlLogix Controllers, HMI, Telemetry, RCU and Communication hardware and Software. Training, testing, troubleshooting and patching of system component software or firmware, responding to and documenting IT Security incidents. Experience working with Windows server and PC operating systems, Active Directory, advanced network administration, client/server functions and characteristics. Overseeing system administration duties including setting up new users, modifying user/group profiles, applying access controls in a role-based environment and monitoring and tuning server and system resources. Mastery in client/server software packages, relational databases and back-up and contingency operations for 24/7/365 uptime applications. Ability to provide guidance on the installation of new or existing parts such as installing cards, drives, tapes, memory peripheral equipment and software into stand-alone or network connected PCs and network components. Oversee, evaluate, install, test and implement new servers, server operating systems and application software packages in a virtual environment. Experience in the NIST Framework and Cybersecurity for OT Systems. Experience in leading people and in Project Management Methodologies. Must have strong problem solving and communication skills. **Qualifications:** Bachelor's degree in information systems, computer science or related field. Knowledge of a variety of computer platforms, networks, software applications relating to SCADA systems, advanced methods and techniques used in the installation testing, troubleshooting and maintenance of PLCs, servers, PCs and related equipment. Methods and techniques of SCADA systems database management and administration, advanced techniques used in maintaining information systems security, user support and IT System operational documentation.

4.2.1.1. SCADA Systems Analyst. Provide a SCADA Systems Analyst with a minimum of five (5) years of experience in the maintenance and management of SCADA software platforms (e.g. Siemens WinCC, Wonderware, Ignition) and component. SCADA system analyst must have knowledge of networking to include network configuration, including understanding of protocols like [ODBC](#) and firewall security. Some programming skills, a knowledge of [Ladder Logic](#), [C++](#), or [Python](#), as they may be needed to modify control logic. Knowledge of Databases a good understanding of database development and maintenance, including accessing databases via ODBC. Awareness of [cybersecurity](#) threats and IT/OT incident response this includes responding to and documenting IT Security incidents. SCADA system analyst must have experience in repair, installation and modification of all PLC, ControlLogix Controllers, HMI, Telemetry, RCU and Communication hardware and Software. Testing, troubleshooting and patching of system component software or firmware, responding to and documenting IT Security incidents. Performing system administration duties including setting up new users, modifying user/group profiles, applying access controls in a role-based environment and monitoring and tuning server and system resources.

Proficiency in client/server software packages, relational databases and back-up and contingency operations for 24/7/365 uptime applications. Ability to install cards, drives, tapes, memory peripheral equipment and software into stand-alone or network connected PCs and network components. Evaluate, install, test and implement new servers, server operating systems and application software packages in a virtual environment. The SCADA system analyst requires a favorable Tier 4 level background investigation prior to beginning work or gaining administrative privileges to the SCADA System.

The SCADA System analyst will serve as an onsite administrator of the SCADA system, manage system access control, incident response, and maintain System documentation and reporting. The SCADA System analyst will be responsible for responding to alerts, incidents and maintaining System documentation requirements as directed by the USIBWC Information Management Department (IMD). The SCADA System analyst will produce a report required to demonstrate the SCADA system current effective operations status, identify trends, and recognize issues that may cause issues within the System. The SCADA System analyst shall be available to respond and troubleshoot alerts on-site or remotely through a secure remote access established and maintained by the USIBWC. The SCADA System analyst shall troubleshoot incidents or issues to resolve SCADA system malfunctions or identify where a problem may be imminent.

The SCADA System Analyst will serve as the agency's Subject Matter Expert (SME) on current and future improvement or expansion projects. They will provide comprehensive assistance in reviewing, planning, and advising IBWC on SCADA integration and facility improvement projects which encompasses 1) Thoroughly evaluating Contractor proposals that involve the SCADA system, 2) Meticulously verifying hardware selection/compatibility and Bill of Materials proposals, 3) Conducting in-depth reviews of risk assessments and SCADA integration plans, 4) Critically reviewing and offering expert guidance on required documentation for commissioning and project documentation, 5) Analyzing proposed HMI and PLC programming, programming modifications, as deemed necessary by IBWC during review, planning, and implementation of any such work, 6) Guaranteeing that documentation provided to IBWC is technically sound, comprehensively detailed, and any existing System documentation is properly updated by the appropriate party.

The Contractor must maintain and follow the IT Security controls established and described in the IMD's Information System Plan and Policy (ISPP) The Contractor is responsible for assisting the Government in capturing, documenting and validating all IT Security controls described within the ISPP as part of an ongoing Authorization annual assessment to maintain or establish an Authority to Operate (ATO) designation of the SCADA System in accordance with FISMA requirements. One fourth (1/4) of all IT Security controls identified within the ISPP must be validated and documented by the Contractor's Systems Administrator every quarter as part of the USIBWC Ongoing Authorization process. The Contractor shall adhere to and follow all established IT Security controls established for the SCADA system through the ISPP. The Contractor shall be responsible for maintaining and updating an established Sequence of Operation (SOO) manual that documents SCADA system configuration points and operational processes the SCADA System monitors and maintains. The SOO is provided in Attachment 19.

4.2.1.2. SCADA Systems Administrator.

A minimum of three (3) years of experience in the system administration and work group management of SCADA. Proficiency in SCADA software platforms (e.g., Siemens WinCC, Wonderware, Ignition) and understanding of SCADA system architecture. Knowledge of networking to include network configuration, including understanding of protocols like [ODBC](#) and firewall security. Some programming skills, a knowledge of [Ladder Logic](#), [C++](#), or [Python](#), as they may be needed to modify control logic. Knowledge of Databases a good understanding of database development and maintenance, including accessing databases via ODBC. Awareness of [cybersecurity](#) threats and IT/OT incident response this includes responding to and documenting IT Security incidents. Experience working with Windows server and PC operating systems, Active Directory, advanced network administration, client/server functions and characteristics. Performing system administration duties including setting up new users, modifying user/group profiles, applying access controls in a role-based environment and monitoring and tuning server and system resources. Proficiency in client/server software packages, back-up and contingency operations for 24/7/365 uptime applications. Ability to install cards, drives, tapes, memory peripheral equipment and software into stand-alone or network connected PCs and network components. Evaluate, install, test and implement new servers, server operating systems and application software packages in a virtual environment. Must have strong problem solving and communication skills. **Qualifications:** Bachelor's degree in information technology, computer science, or a related field is generally preferred, along with 3+ years of experience in Operational Technology (OT) controls systems programming. Experience with SCADA systems design, implementation, and maintenance. Methods and techniques of SCADA systems database management and administration, advanced techniques used in maintaining information systems security, user support and IT System operational documentation.

4.2.2 Plant Asset Manager. The Contractor shall provide a qualified Plant Asset Manager with experience in enterprise asset management (EAM) systems, preferably within a federal, municipal, or utility environment. The individual must demonstrate proficiency in asset data governance, EAM system administration, and maintenance planning. The asset manager will maintain comprehensive asset records, ensuring accuracy, completeness, and alignment with USIBWC's asset hierarchy and naming conventions. The asset manager will: coordinate the implementation and use of USIBWC's latest EAM software, including collaborating with the IBWC EAM team to support phased rollouts, module enhancements, and user adoption, continuously manage software updates, working closely with the system vendor and USIBWC IT personnel, utilize and maintain the EAM system to support maintenance work planning, scheduling, recording condition and risk assessment, and performance reporting. The asset manager will also conduct quality assurance reviews of work order and asset data, and document findings with recommended corrective actions. The asset manager will participate in training and shall coordinate with USIBWC EAM team on all system configuration changes and upgrades and attend up to twelve (12) coordination meetings annually with the USIBWC EAM System Administrator or designated team representatives. The asset manager will participate in annual support activities as needed, which includes design workshops, site walkthrough and inspections, and desktop review discussions regarding asset performance. The Contractor is expected to propose a data governance plan to ensure the accuracy, consistency, and timeliness of asset data, provide monthly status reports summarizing EAM system activities, data quality metrics, recommendations for continuous improvement, and input and validate asset data for new, modified, or decommissioned assets.

4.3 Contractor Licensure and Permits. The key personnel specified in this contract are considered to be essential to work performance. At least 30 calendar days prior to removing or replacing any of the specified individuals the Contractor shall notify the Contracting Officer. The Contractor shall, without any additional expense to the government, be responsible for obtaining any necessary licenses and permits. Additionally, the Contractor is responsible for complying with any applicable Federal, State, and municipal laws, codes, and regulations in connection with the performance of work, as specified in the PWS, which are not provided, in advance, by the government. The Contractor shall be liable for all personnel injuries and equipment damage that result from their negligence or failure to follow safety/health guidelines. The Contractor shall take proper safety and health precautions to protect work, the workers, the public, and the property of others, to include appropriate insurance.

4.4 OPERATIONAL HOURS AND EMERGENCY SERVICES

4.4.1 Normal Hours of Operation. The Contractor shall operate and maintain the WWTP, Canyon Collectors, and pump stations 24 hours per day, 365 days per year.

4.4.2 Operational Emergencies. After normal hours (7 am to 5 pm) of operation the Contractor shall respond with all necessary equipment, i.e. emergency backup pumps, hoses, etc. (within 60 minutes of acknowledgement) to the site of an emergency involving a contracted facility or system.

4.4.3 Recognized Federal Holidays:

New Year's Day	Martin Luther King Jr.'s Birthday
Washington's Birthday	Memorial Day
Juneteenth	Independence Day
Labor Day	Columbus Day
Veterans' Day	Thanksgiving Day
Christmas Day	

4.4.4 Tours Information.

The USIBWC treatment facility is frequently toured by guests from a variety of organizations. It is critical that all visitors be aware of potential site risks and know how to respond in the unlikely event that there is a site emergency. A visitor acknowledgement form is needed for all visitors to sign prior to the commencement of their site tour. Any tour requests, no matter how small, will need to be sent to the San Diego IBWC AOM and COR for acknowledgement.

4.4.5 Proprietary Information. Information, documents, discussions, notes, and meeting summaries obtained or created during the execution of this contract constitute Government property and may not be disclosed, publicly discussed, utilized, or represented in any form without prior written authorization from the Government. All press releases will be initially reviewed by USIBWC for approval. USIBWC may, in turn, wish to submit the release through its offices. Information requests should be coordinated with USIBWC PAO and Legal team, to include SDFO AOM and COR. When IBWC needs to gather

copies pertaining to the permit, or compliance, or the SBIWTP records, the COR will submit a Request for Information (RFI) to the Contractor. The Contractor is required to review each RFI, determine the necessary action, and respond to the COR within 14 business days. If the COR submits more than four RFIs within a 72-hour period, the Contractor is granted an additional two days for each RFI review. This process is reciprocal, allowing the Contractor to submit RFIs to the COR if a response is needed. In no instance shall the information be withheld or altered before furnishing to the Government.

4.5 QUALITY MANAGEMENT

4.5.1 Contractor Quality. The Contractor shall develop, document, implement, maintain, and continuously improve a comprehensive Quality Control Plan that ensures WWTP operations and maintenance provide continuous, cost effective, and efficient treatment of wastewater, as well as compliance with Federal, State, local regulations, and all requirements of this PWS. The plan shall be submitted to the CO with the quote. The Contractor shall develop and implement procedures to identify and prevent recurrence of deficiencies. The Contractor shall implement lab Quality Assurance (QA) and Quality Control (QC) programs for both plant and contract laboratory. Additionally, the Contractor shall implement procedures for laboratory safety and health. Contracted laboratory services are defined as all outside sampling and laboratory analytical testing services. The Contractor shall make appropriate modifications and obtain acceptance of the plan by the contracting officer before the contract start date.

4.5.2 Government Quality Assurance. The Government shall evaluate the Contractor's performance under this contract. Evaluations will be provided to the Contractor, in writing, on a monthly basis. The COR shall inspect by validating actual work performance, physically checking an attribute of a completed task, checking a management information report, conferring with facility managers, or otherwise inspecting the task or its results to determine whether or not performance meets the standards contained in this PWS. When possible the Contractor shall re-perform tasks that have been determined by the COR to not meet the standards outlined in this PWS. When a performance threshold has not been met or Contractor performance and or re-performance has not been accomplished, the COR will initiate and provide the CO a Corrective Action Letter (CAR) for issuance to the Contractor. The Contractor will be allowed 30 days to correct, unless specified otherwise. Contractor performance will also be recorded annually in the Contractor Performance Assessment Reporting System (CPARS) database. These evaluations may be used by other government agencies as a record of Contractor performance history for the purpose of evaluation in other competitive or noncompetitive acquisitions.

4.6 SECURITY REQUIREMENTS. The Contractor shall be responsible for safeguarding all Government property provided for Contractor use. When unoccupied, all government facilities, equipment, and materials shall be secured with posted security or equivalent, during hours of operation for access control. The Contractor shall establish and implement methods to ensure all keys issued to the Contractor by the Government are not lost or misplaced and are not used by

unauthorized persons. The Contractor shall support annual government security inspections and unscheduled spot inspections. A spot inspection is defined as any unscheduled security inspection.

- a. To perform the work specified herein, Contractor personnel will require access to sensitive data, regular access to USIBWC-controlled facilities, and/or access to USIBWC information systems. The Government has determined the position sensitivity under this effort to be low, moderate, and high risk.
- b. All visitors, Contractors and subcontractors, shall sign in/sign out at the SBIWTP Visitor's Log located at the Operator's admin building. USIBWC cannot guarantee personnel for escort purposes, regardless of timeframe of submission. USIBWC Visitor Access list will be screened every week.
- c. To gain access to the sensitive data, USIBWC-controlled facilities, and/or USIBWC information systems, the Contractor shall comply with Homeland Security Presidential Directive 12, Policy for a Common Identification Standard for Federal Employees and Contractors and with 5 CFR 731, Suitability.
- d. The Contractor shall ensure that all employees working onsite are identifiable with a project identification card, or a special assigned hard hat, or uniform with companies' logo.
- e. The minimum Government investigation for a Low Risk position is a Tier 1, to include fingerprinting, which consists of searches of records covering specific areas of a person's background during the past five years. Those inquiries are sent to current and past employers, schools attended, references, and local law enforcement authorities. More restricted positions, above non-sensitive, require more extensive documentation and investigation.
- f. Moderate Risk, Public Trust positions require a higher level of investigation than a Tier 1. The level of investigation is a Tier 2. This level of investigation will review credit reports and reach further back into the contract employee's history.
- g. High Risk, Public Trust positions require an even higher level of investigation than a Tier 2. The level of investigation is a Tier 4. The level of investigation will cover the same elements as the MBI but will span further back into the Contractor's history.
- h. The Contractor shall ensure that the employees whose names they submit have a reasonable chance for access approval. Delays associated with rejections and consequent reinvestigations may not be excusable.
- i. Background investigations will be initiated and a favorable fingerprint and /or National Agency Check (NAC), as determined by the USIBWC Security Services Division, must be received prior to new contract personnel starting work or having access to the SBIWTP.
- j. Background investigations for Moderate and High Risk positions will be initiated and favorably adjudicated prior to new contract personnel starting work or having access to the SBIWTP. This may be waived under certain circumstances. This determination would be made on a case-by-case basis.
- k. The Contractor will ensure that all new personnel selected to work at the SBIWTP contact the USIBWC Security Office to coordinate their background investigation. The facility superintendent must also ensure that the new Contractor employee provides the necessary online background investigation information (e-QIP) and fingerprint card to the USIBWC Security Office within ten (10) calendar days of contacting the Security Office.

- l. The Contractor will make sure that no new personnel are permitted to physically begin work at the SBIWTP prior to the favorable adjudication of their background investigation and/or fingerprint/ check. The Contractor shall ensure that any subcontractors or personnel who may be performing work at the SBIWTP for a temporary period of time, longer than 48 hours, should request access through the USIBWC Security office or through our local SDFO Security office through the COR, prior to entering the Federal Property. Any personnel found to be physically working at the SBIWTP and has not received access or a favorable adjudication of their background investigation and/or fingerprint/NAC check shall be removed immediately upon notification from the USIBWC Security Services Division.
- m. Upon favorable adjudication of a new Contractor employee's background investigation and/or fingerprint check, the USIBWC Security Services Division will contact the facility superintendent to authorize access for the new Contractor employee.
- n. The Contractor will ensure that when bringing in a new Contractor employee, a request for background investigation is submitted in accordance with the SD.I.10031-M-2, *Background Investigation Procedures for SBIWTP Contractor Personnel Manual*.
- o. Language similar to this Security section shall be included in any subcontracts which require subcontractor personnel to have access to an information system, access to sensitive data, regular or prolonged access to an USIBWC-controlled facility, or any combination of these three.
- p. Typically, the Government investigates personnel at no cost to the Contractor, but the expense of multiple investigations for the same position or person is difficult to justify. Consequently, multiple investigations for the same position or person may, at the Contracting Officer's discretion, justify reduction(s) in the contract price of no more than the cost of the extra investigation(s).
- q. Within seven (7) calendar days after final acceptance of the work specified herein, the Contractor shall return all identification badges to the Contracting Officer or their designee.

4.6.1 Reporting Requirements. Contractor personnel shall report to an appropriate authority any information or circumstances of which they are aware which may pose a threat to the security of Contractor personnel, or resources.

4.6.2 For Official Use Only (FOUO). The Contractor shall comply with Freedom of Information Act (FOIA) Program requirements. This regulation sets policy and procedures for the disclosure of records to the public and for marking, handling, transmitting, and safeguarding FOUO material.

4.6.3 Continuity of Operations Plans (COOP). Continuation of essential Contractor services during crisis (such as loss of power or natural disaster); unless otherwise directed by an authorized government representative, it is determined WWTP services under this PWS are essential and must be performed during a crisis. The Contractor shall continue providing service to the requesting organization 24 hours a day until the crisis is over. The Contractor shall submit a contingency plan for operating under said conditions. This plan is due to the CO and COR within 30 days after contract award and shall include how the Contractor will ensure continuation of services, contain the employee's name, address, home phone number, cell phone number, social security number, security clearance, and duty title. Contractor employees, with approved background checks will be allowed unescorted access to the plant.

4.6.4 Special Qualifications. Contractor employees must be in possession at all times of a valid state required driver licenses and appurtenant endorsements for all equipment used during the performance of this contract. The Contractor and its employees shall comply with traffic regulations.

4.7 SAFETY. The Contractor shall provide a copy of their establish safety program under this contract to the CO and COR NLT 15 days after contract award. This plan shall identify preventative measures and delineates safety goals and objectives. The Contractor shall support all government safety inspections, scheduled or unscheduled. The safety program shall comply with the requirements of the Cal-OSHA General Industry and Construction Safety Orders and federal OSHA Standards for General Industry (Part 1910) and Construction (Part 1926) and any other work related state or federal OSHA standards. The safety plan, and any other documentation, must be in electronic format to meet the federal guidance of the Government Paperwork Elimination Act (GPEA). The safety plan shall incorporate the requirements of the SBIWTP O&M Manual and federal and state regulations regarding the storage and disposal of hazardous waste. As a baseline, the safety program shall address the following: safety training requirements, safety responsibilities, safety inspections, accident investigation and reporting, emergency response plans (in case of fires, earthquake, bomb threat, etc), safety wearing apparel, personal protective equipment, respiratory protection, hazardous communications, fire protection, general mobile equipment to include powered industrial trucks and earthmoving equipment, safe vehicle driver operation, occupational immunizations, electrical safety related practices for working on energized equipment, lockout tag out procedures, general environmental controls, permit required confined space procedures, medical and first aid, bloodborne pathogens, machinery and machine guarding, fall protection, job hazard analysis, safety meetings, material handling, compressed gas and compressed air equipment, welding operations (hot work permits), hazardous material storage and disposal, toxic and hazardous substances, occupational exposure to hazardous chemicals in laboratories, and recommended site visitor safety guidelines. The safety plan shall be updated as necessary to reflect the Contractor's current operations or as requested by the Contracting Officer. When violations of safety and health requirements contained in either Cal-OSHA or federal OSHA safety standards are called to the Contractor's attention by the Contracting Officer or COR, the Contractor shall immediately, within 7 days or less, correct the conditions found. If the Contractor fails to comply with the requirements or to explain extenuating circumstances that may prevent compliance, the Contracting Officer may issue an order to stop all or any part of the work covered under this Contract. When satisfactory corrective action is taken, an order to resume work will be issued by the Contracting Officer. The Contracting Officer or the COR may stop work at any time if a condition of imminent danger exists. The Contractor shall not be entitled to any extension of time, nor to any claim for damage or additional compensation by reason of either the requirements of the safety standards or the stop work order. Failure of the Government to order discontinuance of any or all of the Contractor's operations shall not relieve the Contractor of responsibility for the safety of personnel and property. The Contractor's safety program may be reviewed by the Contract Officer, COR or a safety representative of the COR.

4.7.1 Safety Records. The Contractor shall follow Cal-OSHA and federal OSHA accident reporting procedures to include serious incidents. The Contractor shall maintain an accurate record of and shall report immediately (orally but no longer than 8 hours) to the COR all cases of death, occupational diseases, or traumatic injury to Contractor's personnel or to the public. The Contractor shall use the Contractor's Report of Recordable Injury/Illness Form, to report all lost time accidents to the COR within one (1) business day of occurrence. The Contractor shall use the Report of Accident/Incident Report to report all accidents and incidents to the COR. A written report shall be submitted to the COR within one (1) business day after occurrence of the death, disease, or injury. In the case of occupational diseases, time begins after the Contractor has written documentation that disease has occurred. The Contractor shall be in compliance with CAL or Federal OSHA recordkeeping standards and have forms 301, 300, and 300A readily available, current plus five (5) past calendar years.

4.7.2 Hazardous Material Identification. Safety Data Sheets (SDS) are required as specified in the latest version of Federal Standard No. 313 (including revisions adopted during the term of the contract) for any material designated by a government technical representative as potentially hazardous and requiring safety controls. SDSs must be submitted by the Contractor at the pre-performance conference. Failure to provide SDSs or certificates when requested could result in unsatisfactory performance ratings and possible termination of the contract.

4.7.3 Hazardous Material Handling. The Contractor shall provide a hazardous materials management and communications plan for the SBIWTP, and submit with the Site Safety Plan. The contractor shall maintain one copy of the SDS for each hazardous material line item used within the working areas. The Contractor shall not use products that are or contain Toxic 17 chemicals, Extremely Hazardous Substances (EHS), Ozone Depleting Substances (ODS), and/or Persistent Bio-accumulative and Toxic (PBT) chemicals. Any hazardous materials containing one of these banned substances will not be allowed on federal property.

4.8 CONTRACTOR SUPPORT. In addition to support furnished by the Contractor elsewhere in this PWS, the Contractor shall:

4.8.1 Notification. Document incidents (suspected illegal discharges or overloads to the plant), accidents, threats, thefts, events, and disasters. Such notification shall be submitted to the CO and COR as soon as possible, but not later than 24 hours of the occurrence.

4.8.2 Corrective Action. The Contractor shall take immediate action to correct noted deficiencies and reply promptly to evaluation, inspection, and survey reports. Corrective Actions shall be document as a Corrective Action Letters.

4.8.3 Continuity. Continuous, uninterrupted contract service is vital to the government's overall effort. Therefore, if the incumbent Contractor is not awarded the new contract, the incumbent Contractor shall, during the last 60 days of the contract, or any extension thereto, provide support to the government and the successor Contractor to ensure an orderly transition which will minimize any adverse impact on government operations. With regards to the successor's access to incumbent employees, a recruitment notice may be placed in the facility.

4.8.4 REQUIRED REPORTS/DOCUMENTATION. The Contractor shall maintain copies of the reports/documentation required under the terms of this PWS. The government maintains full rights to all such reports/documentation, which will be turned over to the government upon completion of the contract. The Contractor shall submit the following reports as specified in the Submittal Registry (SOMs) in Attachment 01.

4.8.5 RECORDS MANAGEMENT:

Records Management: All records, files, and documents, regardless of media (e.g., paper, electronic, etc.), as described in this PWS, which are the responsibility of the Contractor are the property of the government and shall remain so upon termination or completion of the contract.

Records shall be turned over to the government upon completion of the contract unless otherwise stated. All records are subject to the Freedom of Information and Privacy Act.

APPENDIX A

ACRONYMS

<i>Acronym</i>	Definition
AOM	USIBWC Area Operations Manager
ASME	American Society of Mechanical Engineers
CAR	Corrective Action Report or Letter
CLIN	Contract Line Item Number
CMMS	Computerized Maintenance Management System
CO	Contracting Officer
COR	Contracting Officer's Representative
CS	Contract Specialist
CPARS	Contractor Performance Assessment Reporting System
CUI	Controlled Unclassified Information
DMR	Discharge Monitory Report
EAMP	Enterprise Asset Management Program
EAMS	Enterprise Asset Management System
FAR	Federal Acquisition Regulation
FISMA	Federal Information Security Modernization Act
GFP	Government Furnished Property
HMI	Human Machine Interface
HVAC	Heating Ventilation and Air Conditioning
IAW	In accordance with
ISPP	Information System Plan and Policy
KTR	Contractor
LCC	Local Control Centers
Minute No. #	Agreements officially signed by USA and Mexico, IBWC
MCC	Motor Control Centers
NAC	National Agency Check
NASSCO	National Association of Sewer Service Companies
NOV	Notice of Violation
NPDES	National Pollution Discharge Elimination System
O&M	Operations and Maintenance
OEM	Original Equipment Manufacturer
OSHA	Occupational Safety and Health Act
PLC	Programmable Logic Controller
PM	Program Manager
PMI	Preventative Maintenance /Inspection
PMP	Preventative Maintenance Plan
POV	Privately Owned Vehicle
PWS	Performance Work Statement
QA	Quality Assurance
QC	Quality Control
RTU	Remote Terminal Unit

RWQCB	Regional Water Quality Control Board
SAN	Storage Area Network
SCADA	Supervisory Control and Data Acquisition
SDFO	USIBWC San Diego Field Office
SME	Subject Matter Expert
SOP	Standard Of Procedures
WEF	Water Environment Federation
WWTP	Waste water treatment plant
USIBWC	United States Section, International Boundary and Water Commission

APPENDIX B
O&A Report Form

O&A WORK REQUEST FORM

Control Number _____

Description of work to be performed:

Costs:

Labor: The total labor price shall include all labor costs to include General and Administrative Costs and Profit.

<u>Labor</u> <u>Classification</u>	<u>Number</u> <u>of Hours</u>	<u>Price</u> <u>Per Hour</u>	<u>Total</u> <u>Labor price</u>
---------------------------------------	----------------------------------	---------------------------------	------------------------------------

Total of Labor Costs \$ _____

Materials, Supplies, Equipment. Contractor shall identify all materials, supplies, and equipment required regardless of cost. For any single item in excess of \$200,000 the Contractor shall provide at least 3 competing vendor quotes.

Vendor Name & Contact Info	Item	Cost
Total of Materials, Supplies, Equipment Costs		\$ _____

Total of all work request costs \$ _____

Warranty period: Parts _____ Labor _____

Schedule of Work: Start _____ Complete _____ Days and Hours _____

Other Conditions:

Contractor
Signature & Date

Government COR
Signature & Date

Contracting Officer
Signature & Date

APPENDIX C

List of Attachments

1. SOM- Submittal Registry (aka deliverables)
2. Quality Assurance Surveillance Plan (QASP)
3. Required Performance Metrics (RPM)
4. NPDES Permit R9-2023-0009, CDO R9-2025-0009
5. List of Permits
6. SBIWTP Asset Registry
7. SBIWTP Condition Assessment Report- January 2024
8. SBIWTP Asset Maintenance Schedule
9. SBIWTP Capital Project List- April 2024
10. Monthly Chemical Dosage from March 2024- March 2025
11. Canyon Collector Daily Inspection Template
12. NPDES Annual Biosolids Report 2024
13. SBIWTP O&M Manual
14. SBIWTP System Security Plan
15. NIST SP 800-17r3
16. Plans/Drawings
17. Maps
18. NIST SP 199
19. SBIWTP Sequence of Operations (SOO)
20. IBWC Spill & Transboundary Plan 2021
21. Wage Determination (WD)
22. Request for Information (RFI) Tracker