

Appendix A – General Technical Requirements

This Joint Base San Antonio (JBSA) Fiber Optic Technical Requirements document applies to all AACOG Fiber Optic Task Orders

By submitting a Proposal, Respondents certify that they have read, understand, and will comply with the requirements in this Appendix A. Respondents are not required to submit detailed plans, permits, certifications, or other supporting documentation with their Proposal unless expressly requested in this RFP. Such documentation will be required only upon award of a task order, as applicable.

1.1.1 Safety Requirements

The Contractor shall comply with all safety requirements applicable to work performed on JBSA installations and shall ensure the safety of personnel, property, and operations at all times.

- Meet with the Base Safety Officer upon arrival on site to review site-specific safety requirements prior to beginning work
- Maintain responsibility for personnel safety and compliance with all applicable safety regulations
- Maintain a permit-required confined space program in accordance with DAFMAN 91-203 (25 March 2022)
- Ensure the Prime Contractor is fully responsible for all subcontractor confined space operations
- Record and report all injuries or incidents involving Contractor or Government personnel to the Base Safety Office
- Secure accident scenes until released by the appropriate accident investigation authority
- Cooperate fully with all Government safety investigations

1.1.2 Site Safety, Housekeeping, and Traffic Control

The Contractor shall maintain a safe and orderly work environment throughout the duration of the task order.

- Remove all debris and surplus materials at the end of each workday
- Install safety barriers or fencing to protect open trenches, holes, or unfinished work
- Use flexible orange safety fencing or other approved barriers where required
- Dispose of all residue and waste off installation in accordance with environmental regulations
- Dispose of horizontal directional boring slurry off installation on the same day it is generated
- Prohibit staging or storage of slurry or waste materials on JBSA property
- Notify the Contracting Officer and Government PM at least twenty-one (21) business days in advance of any activity that will disrupt traffic

1.1.3 Security Requirements

All work shall be performed in compliance with JBSA security requirements and applicable Air Force regulations. The Contractor shall ensure personnel adhere to all access and security procedures while performing work on the installation.

- All work shall be performed at the UNCLASSIFIED level
- Some work may occur in controlled or secure areas requiring escort at all times
- Contractor personnel shall comply with local security procedures, including sign-in/sign-out requirements
- Restrictions on wireless devices and electronic equipment shall be observed as required
- Access coordination shall be completed with the Contracting Officer and Government PM at least three (3) business days in advance
- Government-provided escorts will be required where applicable

1.1.4 Controlled Unclassified Information (CUI) and OPSEC

The Contractor shall safeguard all sensitive information, if any, provided by JBSA in accordance with applicable security and information protection requirements. Appropriate contractor personnel will receive training and maintain certification in the handling of Controlled Unclassified Information (CUI). No cost training is available at

<https://securityawareness.dcsa.mil/cui/index.html> Submission of CUI training certificates is NOT required as a part of proposal responses, but will be required for award of specific task orders.

- Network infrastructure drawings and routing information shall be treated as Controlled Unclassified Information (CUI) when applicable
- Distribution of CUI shall be limited to individuals with a valid need to know
- All handling of CUI shall comply with AFI 10-701 and related guidance
- The Contractor shall develop and maintain an Operations Security (OPSEC) Plan covering CUI protection
- The OPSEC Plan shall be made available to the Government upon request

1.1.5 General Submittal Requirements

Submittals are required to support Government review of the Contractor's proposed approach, verify compliance with contract requirements, and document completed work. Submittals shall be provided in sufficient time to allow for Government review and to avoid impacts to ordering, scheduling, or execution.

- Submittals shall support evaluation of materials, methods, and compliance with contract requirements
- Submittals are subject to Government review and acceptance using AF IMT 3000, where applicable
- All submittals shall meet professional standards and task order requirements

- Submittals shall be prepared using Government-accepted software tools and formats
- Approval of submittals does not relieve the Contractor of responsibility for performance or compliance

1.1.6 Submittal Categories and Documentation

Submittals shall be provided in accordance with the applicable task order Statement of Work (SOW) and **Appendix A – General Technical Requirements**, as applicable. Required submittal categories may include, but are not limited to:

- SD-01 – Preconstruction Submittals
- SD-02 – As-Built Drawings
- SD-03 – Product Data
- SD-04 – Test Results and Reports
- SD-05 – Certificates
- SD-06 – Manufacturer’s Instructions
- SD-07 – Operation and Maintenance Data
- SD-08 – Closeout Submittals
- SD-09 Plans
- SD-010 Asbestos (if applicable)
- SD-11 Permits
- SD-12 Integrated Project Team (IPT)
- SD-13 Contractor PersonnelSD-14 Warranty
- SD-15 Manuals & Practices
- All required submittals shall be provided in accordance with task order timelines and shall be complete, accurate, and suitable for Government review and acceptance prior to final closeout.

1.1.7 Environmental Compliance Requirements

The Contractor shall comply with all applicable environmental laws, regulations, and Air Force policies governing work on JBSA installations. Environmental protection and regulatory compliance are mandatory and shall be incorporated into all phases of work.

- Comply with all federal, state, and local environmental laws, regulations, and Air Force instructions
- Reuse excavated soil on site where permitted or remove it upon completion; permanent stockpiling is prohibited
- Perform soil testing, profiling, manifesting, and disposal in coordination with the Government environmental office when removal is required
- Obtain and comply with all stormwater, erosion control, and Best Management Practice (BMP) requirements

- Prevent sediment, debris, or contaminants from entering storm drains or waterways
- Perform an asbestos survey prior to any new penetrations or excavation activities, as required by the applicable task order and JBSA environmental requirements.
- Do not begin work involving hazardous materials until written approval is received from the appropriate environmental authority

1.1.8 Permitting, Utilities, and Infrastructure Protection

The Contractor shall obtain all required permits and approvals prior to performing work and shall protect existing utilities and infrastructure throughout the project.

- Obtain and submit DAF Form 103 (Dig Permit) at least twenty-one (21) business days prior to excavation. Submit a monthly DAF Form 103 by the 15th of month to comply with individual Task Order SOW.
- Obtain and submit DAF Form 1024 for confined space entry at least five (5) business days prior to entry
- Comply with OSHA 29 CFR 1926 Subpart P requirements for excavations
- Maintain all utility markings for the duration of work
- Protect existing utilities, structures, and infrastructure from damage
- Repair, at no cost to the Government, any damage resulting from Contractor operations

1.1.9 Integrated Project Team

A weekly IPT meeting shall occur for each active task order and include the Contractor's PM and Site Lead, Government PM, Contracting Office representatives, and other stakeholders as requested. The Contracting Office will chair the first IPT meeting and the Contractor PM will chair subsequent meetings. The meeting chair shall provide an agenda and teleconference capability. Meeting minutes shall be distributed within 24 hours using the Government-provided format.

1.1.10 Personnel Identification and Availability

Within five (5) business days after award, the Contractor shall provide the names and contact information of key personnel responsible for contract performance. Staffing and availability requirements include:

- Identification of the Project Manager (PM) and alternate(s), including authority for daily operations
- Availability of the PM by telephone and participation in Integrated Project Team (IPT) meetings as required
- Identification of the on-site Point of Contact (POC) and alternate(s) responsible for daily coordination
- Presence of at least one qualified PM, Site POC, or competent alternate fluent in English on site at all times during work performance

1.1.11 Qualifications, Certifications, and Experience

The Contractor shall ensure all personnel assigned to the project meet minimum qualification and experience requirements necessary to perform work on a military installation.

- The lead on-site installer shall hold current BICSI certification appropriate to the work performed
- Proof of certification shall be submitted within five (5) business days after award
- Contractor and key subcontractors shall demonstrate experience installing fiber optic cabling on federal or military installations, or comparable secure facilities requiring controlled access and installation coordination.
- The Contractor shall provide a minimum one-year warranty beginning at final acceptance
- Manufacturer manuals, installation practices, and user guides shall be submitted during final walkthrough and closeout

1.1.12 Installation Standards and Planning

The Contractor shall perform all work in accordance with established federal, military, and industry standards. Installation activities shall be properly planned, coordinated, and scheduled to avoid service disruption and ensure compliance with JBSA requirements.

- Install single-mode, all-dielectric, loose-buffer tube, water-blocked OSP fiber optic cable suitable for underground use.
- Comply with UFC 3-580-01, USAISEC OSP criteria, and BICSI OSP standards, with UFC governing in the event of conflict.
- Coordinate utility markings prior to excavation and obtain approved digging permits at least twenty-one (21) business days in advance.
- Prevent unscheduled outages and coordinate all planned outages at least thirty (30) business days in advance.
- Submit and maintain a milestone installation schedule throughout the project duration.

1.1.13 Trenching, Duct Installation, and Site Restoration

All excavation and duct installation activities shall be performed in a safe, compliant, and environmentally responsible manner in accordance with JBSA and Base Civil Engineer requirements.

- Notify JBSA no later than (NLT) 3-business days prior to backfilling.
- Maintain required separation distances from power lines and other utilities.
- Install spacers, warning tape, sand bedding, and tracer wire as required.
- Ensure tracer wire is insulated, capped, labeled, accessible, and not grounded.
- Perform paved crossings using approved methods and restore surfaces to Base Civil Engineer standards.

- Use Schedule 40 PVC and concrete encasement for open-trench paved crossings.
- Clean and pump maintenance holes and handholes as required and dispose of materials in compliance with environmental regulations.

1.1.14 Quality Control, Installation, and Inspection

The Contractor shall implement a comprehensive quality control program to ensure compliance with contract requirements and industry standards.

- Submit a list of materials within ten (10) business days after award.
- Submit an installation test plan at least ten (10) business days prior to installation.
- Provide Government inspection access prior to backfilling or concealment of any work.
- Proof new ducts, install mule tape in vacant conduits, and ensure proper racking and support so splice cases are not supported by cable.
- Label and seal all ducts in accordance with JBSA and industry standards.

1.1.15 Splicing, Testing, and Final Acceptance

All splicing, testing, and closeout activities shall be performed to ensure long-term system reliability and compliance with JBSA standards.

- Provide test plan to JBSA 10 business days prior to starting installation
- Perform fusion splicing in re-enterable, underground-rated closures with adequate slack provided.
- Terminate fiber using LC/UPC single-mode components unless otherwise directed.
- Conduct bi-directional OTDR and power meter testing at 1310 nm and 1550 nm.
- Submit test results in the required format and within task order timelines.
- Correct all deficiencies at no additional cost to the Government.
- Ensure labeling complies with ANSI/TIA-606 standards.
- Submit all as-built drawings, documentation, and geospatial data prior to final acceptance and payment.
- OTDR test results shall include both the raw trace files and PDF summary reports for each fiber tested.
- Final acceptance shall be contingent upon submission of a complete Closeout Package, including OTDR results, power meter results, splice documentation, labeling schedules, and as-built drawings, in accordance with task order requirements.
- All closeout documentation shall be submitted in electronic format unless otherwise directed in the applicable task order.