

NAVSEA
STANDARD ITEM

FY-25

ITEM NO: 009-85
DATE: 01 OCT 2023
CATEGORY: II

1. SCOPE:

1.1 Title: Government Sponsored Planning Yard/Configuration Data Manager (CDM) On-Site Representative Facility; provide

2. REFERENCES:

2.1 None.

3. REQUIREMENTS:

3.1 Provide a separate, lockable, and secure office space for use by the Government Sponsored Planning Yard/CDM On-Site Representative furnished with 2 desks with chairs, lights, heat, air conditioning, electrical outlets, sanitary facilities, filing cabinets, telephone service, janitorial service, and 2, 15-pound fire extinguishers and 24-hour service for the entire contract period.

3.1.1 The facility must have a minimum of 240 square feet of floor space.

3.1.2 The facility must be located within one-quarter mile of the ship.

3.1.2.1 Provide a parking area adjacent to the facility. The area must be lighted and accommodate 2 automobiles simultaneously.

3.1.3 Lighting must provide 28 foot candles of illumination measured at the desktop level.

3.1.4 Heating and air conditioning must be capable of maintaining the temperature between 65 and 78 degrees Fahrenheit.

3.1.5 Provide 2 double-pedestal desks 30-inches wide by 60-inches long.

3.1.5.1 Provide one telephone desk set and one 115-volt, shock resistant, double electrical receptacle for each desk. Each receptacle must be a convenient height and located adjacent to each desk.

3.1.5.2 Provide one swivel chair and one straight-back chair for each desk.

3.1.6 Provide telephone communications with separate circuits for each desk set, between the facility, shipyard, ship, and the municipal telephone system. One telephone line must be capable of digital transmission.

3.1.6.1 Telephone systems designated long distance must be installed in such a manner that the only way long distance calls can be made will be with a long distance calling card (credit card) that must be obtained by the On-Site Representative prior to availability start date.

3.1.7 Provide 4-drawer filing cabinets with lock and keys.

3.1.8 Provide sanitary facilities equipped with drains, hot and cold potable water, and the following:

3.1.8.1 Hot water must be maintained at 120 to 140 degrees Fahrenheit.

3.1.8.2 One lavatory

3.1.8.3 One water closet

3.1.8.4 One soap dispenser

3.1.8.5 One towel dispenser

3.1.9 Facilities must be provided 2 days prior to contract start date through 2 days after the contract completion date unless otherwise specified.

3.2 Provide janitorial services to include sweeping, mopping, buffing, and trash pickup on a daily basis.

3.3 The facility must be in accordance with local building codes, sanitary and current fire regulations. The facility must include smoke alarms, 2, 15-pound fire extinguishers, and sprinkler systems.

3.4 Furnishings and equipment in this item must be maintained in a fully operable condition by the contractor.

3.5 The facility must be delivered to the Government clean, sanitary, damage free, and vermin free.

4. NOTES:

4.1 The On-Site Representative will retain the keys during the entire contract period.

4.2 The SUPERVISOR will identify the Government Sponsored Planning Yard/CDM On-Site Representatives upon request of the contractor.

4.3 The Government Sponsored Planning Yard/CDM On-Site Representatives must obtain the telephone credit card specified in 3.1.6.1 from their command.