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USACE / NAVFAC / AFCEA / NASA UFGS-00 73 01 (August 2008)

Preparing Activity: NAVFAC Superseding  
UFGS-00 73 01 (April 2006)

## UNIFIED FACILITIES GUIDE SPECIFICATIONS

References are in agreement with UMRL dated April 2011

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### SECTION 00 73 01

#### SUPPLEMENTARY CONDITIONS FOR GUANTANAMO BAY PROJECTS 08/08

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NOTE: This guide specification covers the requirements for special requirements for projects located at Guantanamo Bay, Cuba.

Adhere to UFC 1-300-02 Unified Facilities Guide Specifications (UFGS) Format Standard when editing this guide specification or preparing new project specification sections. Edit this guide specification for project specific requirements by adding, deleting, or revising text. For bracketed items, choose applicable items(s) or insert appropriate information.

Remove information and requirements not required in respective project, whether or not brackets are present.

Comments, suggestions and recommended changes for this guide specification are welcome and should be submitted as a Criteria Change Request (CCR).

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#### PART 1 GENERAL

##### 1.1 REFERENCES

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NOTE: This paragraph is used to list the publications cited in the text of the guide specification. The publications are referred to in the text by basic designation only and listed in this paragraph by organization, designation, date, and title.

Use the Reference Wizard's Check Reference feature when you add a RID outside of the Section's Reference Article to automatically place the reference in the Reference Article. Also use the Reference Wizard's Check Reference feature to update the issue dates.

References not used in the text will automatically be deleted from this section of the project specification when you choose to reconcile references in the publish print process.

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The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

INSTRUCTIONS AND STANDARDS FOR NAVBASE GUANTANAMO BAY CUBA  
(COMNAVBASEGTMOINST)

11300.3

Base Energy Conservation Regulations

## 1.2 SUBMITTALS

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NOTE: Review submittal description (SD) definitions in Section 01 33 00 SUBMITTAL PROCEDURES and edit the following list to reflect only the submittals required for the project. Submittals should be kept to the minimum required for adequate quality control.

A "G" following a submittal item indicates that the submittal requires Government approval. Some submittals are already marked with a "G". Only delete an existing "G" if the submittal item is not complex and can be reviewed through the Contractor's Quality Control system. Only add a "G" if the submittal is sufficiently important or complex in context of the project.

For submittals requiring Government approval on Army projects, a code of up to three characters within the submittal tags may be used following the "G" designation to indicate the approving authority. Codes for Army projects using the Resident Management System (RMS) are: "AE" for Architect-Engineer; "DO" for District Office (Engineering Division or other organization in the District Office); "AO" for Area Office; "RO" for Resident Office; and "PO" for Project Office. Codes following the "G" typically are not used for Navy, Air Force, and NASA projects.

Choose the first bracketed item for Navy, Air Force and NASA projects, or choose the second bracketed item for Army projects.

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Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are [for Contractor Quality Control approval.] [for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government.] The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

## Entry Approval for Employees[; G][; G, [\_\_\_\_]]

### 1.3 INFORMATIONAL DATA

#### 1.3.1 Work Force

Due to the sensitive locale of the U.S. Naval Base, Guantanamo Bay, Cuba, foreign nationals from dissident political areas may be excluded and denied entry approval. In general, foreign nationals may be used. The Contractor agrees to dismiss from the site, when directed by the Contracting Officer, any individual whose continued employment is deemed to be contrary to the public interest or inconsistent with the best interest of the national security.

##### 1.3.1.1 Entry Approval for Employees

No employee or representative of the Contractor will be admitted to the U.S. Naval Base, Guantanamo Bay, Cuba without prior entry approval. The background of Contractor personnel will be screened prior to entry to the U.S. Naval Base, Guantanamo Bay, Cuba. The Contractor shall submit to the Contracting Officer the full name, date and place of birth, and Social Security number of such persons. This information shall be received by the Contracting Officer 45 calendar days prior to the scheduled or desired arrival at the Naval Base.

##### 1.3.1.2 Identification of Employees

The Contractor shall be responsible for furnishing to each employee and for requiring each employee to display such identification as may be approved and directed by the Contracting Officer. Employees may be fingerprinted prior to employment as a condition of entry onto the Naval Base. Prescribed Government identification cards shall be immediately delivered to the Contracting Officer for cancellation upon release of any employee.

##### 1.3.1.3 Waiver for Workers' Compensation

In addition to "FAR 52.228-4, Workers' Compensation and War-Hazard Insurance Overseas," the Department of Labor has granted a waiver of the requirement to provide Defense Base Act coverage for Guantanamo Bay, Cuba. The waiver applies to all employees except the following: (1) Employees hired in the United States; (2) employees who are residents of the United States; and (3) employees who are citizens of the United States. For employees for which Defense Base Act coverage has been waived, worker's compensation coverage shall be provided in accordance with the local law of the country of which such countries may require insurance coverage, may involve a self-insurance system, or may be a Government-operated system. It is the responsibility of the Contractor to research the local laws of countries from which it hires nationals. The Contractor is also responsible for taking necessary steps to implement the required worker's compensation coverage. If the Contractor hires employees from a country which does not have a worker's compensation system or from a country for which the country's worker's compensation system has no extraterritorial effect and does not apply for work accomplished in Guantanamo Bay, Cuba, then the Contractor will not be required to provide worker's compensation coverage for employees from such countries.

#### 1.3.1.4 Local Labor

Proselytizing of labor, that is the hiring of Government or Contractor on-base employees by offering higher wages or other amenities, shall not be permitted unless a release from the employer is executed or the employee resigns and leaves the base for a minimum of 90 days. Accordingly, labor which the Contractor proposes to use shall be approved by the Contracting Officer.

#### 1.3.1.5 Management Personnel

The Contractor shall be responsible for furnishing the personnel required, with the necessary skills and qualifications, to perform the work as described. Additionally, the Contractor shall provide an individual on-site, who is authorized to negotiate and financially commit change orders for the Principal.

#### 1.3.1.6 Work outside Regular Hours

Normal working hours are 0730 to 1630, Monday through Friday (except holidays). The Government recognizes that, because of the isolation of the Naval Base and the added cost to house and feed a work force, there are mutual benefits in allowing Contractors to work outside normal working hours. For example, Contractors often work six ten-hour days per week. Contractor requests to work outside normal working hours, including blanket request, are often approved. However, the Contracting Officer has full discretion to approve or disapprove, or withdraw approval of, request. If the Contractor desires to work outside normal hours (including Saturdays, Sundays and holidays), he shall submit his request to the Contracting Officer. Some typical constraints on working outside normal working hours are:

- a. The Contractor's request must be made at least two days in advance (e.g., request received by Government by close of business Wednesday for work on following Saturday). Prior to submitting the request, the Contractor must coordinate as needed (such as utility outages) and have all required people and materials for the work that will be performed.
- b. A Contractor with quality or safety (including camp and material storage site) problems (as determined by the Contracting Officer) will usually be restricted to normal working hours.
- c. A Contractor who fails to correct deficiencies within a reasonable time (as determined by the Contracting Officer) usually will be restricted to normal working hours or may be allowed to work outside normal working hours only to correct those deficiencies.
- d. The Contractor shall schedule his work to cause the least amount of interference to normal activities. Conflicts, such as disturbing housing occupants after working hours, may be cause for limiting work to normal working hours.

#### 1.3.2 Storage of Materials

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NOTE: On large jobs, a laydown area shall be  
identified on the contract drawings (by ROICC or PWD  
at 100 percent review) and described herein.  
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The Contractor shall store materials only in places where directed. No fire-hazardous materials or flammable liquids shall be stored or otherwise maintained within a building or structure, except as approved, in accordance with the local fire regulations.

### 1.3.3 Access Roads

The Contractor shall refrain from the use of roads, grounds, or other facilities which have not been specifically authorized for his use.

### 1.3.4 Availability and Cost of Government Materials and Services

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**NOTE: Prices of services and items shown herein**  
**shall be updated by ROICC at 100 percent review.**  
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The availability of Government materials, equipment, and services indicated in this specification may vary subject to local supply priority requirements for operations and maintenance of the base. Non-availability will not be considered as an excusable delay under the General Conditions Clause entitled "Changes." The cost of Government materials, equipment, and services reflected in this specification are subject to fluctuation, revision, and adjustment. Changes in rates or prices for goods and services in this and following paragraphs shall not be used as a basis for a change to the contract. However, should the actual rate required to be paid by the Contractor vary by more than 15 percent from that specified, the contract price will be adjusted to reflect the amount by which the rate actually paid varies by more than 15 percent from that specified. Some materials and equipment may be furnished to the Contractor by the Government at current rates subject to 3 days' advance notice in writing. Request shall be made to the Contracting Officer. Equipment will not be available for long-term rental. Short-term equipment rental (1 to 2 days), one-time hauling service, and one-time crane service may be available if there is no conflict with Government workload. Government equipment will not be provided without Government operators.

#### 1.3.4.1 List of Government Equipment

The following list of Government equipment available for rental and corresponding prices is provided. Cranes have an operator provided. All other equipment used will be Contractor operated. **Rentals will only be short term (1 to 2 days) and may be interrupted if the equipment is required to support Station needs.**

NAVAL STATION INVENTORY		6/29/00
USN	TYPE/MODEL	PRIVATE (HR)
82 04907	22 Ton Hydraulic RT Crane	\$103.59
82 04951	35 Ton Hydraulic RT Crane	\$144.77
42 02386	40 Ton Fixed Lattice Crawler Crane	\$132.30
82 05166	60 Ton Hydraulic Truck Crane	\$196.67
82 04466	90 Ton Fixed Lattice Truck Crane	\$260.13
31 07851	Air Compressor 750 cfm	\$33.30
44 02977	Road Grader	\$67.30

USN	TYPE/MODEL	PRIVATE (HR)
45 04105	Front-end Loader	\$67.66
48 18365	Tractor with Backhoe	\$11.45
51 22233	Emergency Light Plant	\$13.65
51 23673	Emergency Light Plant	\$13.65
51 76176	Electric Arc Welder	\$11.35
94 25868	1 Ton Stake Truck	\$16.70
95 28868	3 Ton Stake Truck	\$18.65
95-28869	3 Ton Stake Truck	\$18.65
95 28879	3 Ton Stake Truck	\$18.65
95-29999	3 Ton Stake Truck	\$18.65
95-30000	3 Ton Stake Truck	\$18.65
95 30001	3 Ton Stake Truck	\$18.65
95 30002	3 Ton Stake Truck	\$18.65
96 40860	5 Ton Refer Van	\$42.62
96 45858	6X4 Dump Truck	\$52.92
96 45859	6X4 Dump Truck	\$52.92
96 45880	7.5 Ton Tractor Truck	\$41.95
96 46251	7.5 Ton Tractor Truck	\$41.95
96 45893	15 Ton Tractor Truck	\$41.95
96 37704	25 ton Tractor Truck	\$64.19
97 30548	60 Ton Lowboy Trailer	\$17.00
97 31481	20 ton Semi Stake Trailer	\$9.85
97 34706	20 ton Semi Stake Trailer	\$9.85
97 31680	SEMI TNK 5 KG	\$45.95
97 35887	12 Ton Semi Van Trailer	\$9.15
97 34219	20 ton Semi Van Trailer	\$9.15

#### 1.3.5 Ocean Freight

The Contractor shall provide loading of freight and ocean freight, off-loading, and handling as required, based on the following:

- a. Marine Insurance: Marine insurance, to the extent required, shall be furnished by the Contractor.
- b. Ship Arrival
  - (1) No ships or vessels may enter the Guantanamo Bay Defense Sea Area except as approved by Commander, U.S. Naval Base, Guantanamo Bay, Cuba. Not less than 48 hours prior to departure of vessel from the port of embarkation, the Contractor shall furnish to the Contracting Officer the following information:
    - (a) Name of vessel.
    - (b) Place of registry and registry number.
    - (c) Name, nationality, and address of owner.



- (d) Name, nationality, and address of operator.
  - (e) Gross tonnage, length, beam, and draft of vessel.
  - (f) Nationality and numbers of officers and crew (include crew list).
  - (g) Number of passengers (include passenger list).
  - (h) Last port of call prior to entry into Guantanamo Bay Naval Defense Sea Area.
  - (i) Purpose of visit.
  - (j) Proposed date of entry and estimated duration of stay.
- (2) Passengers and crew will be subject to Base regulations.
  - (3) Commercial vessels will be permitted to discharge cargo at cargo docks to the extent that space is available.

c. Vessels on Contract to Government

- (1) Contract for scheduled every other week shipping service to and from Guantanamo Bay from Jacksonville, Florida, is provided by TransAtlantic Lines LLC for 14 days sailing schedule between Jacksonville, Florida and Guantanamo Bay.

TransAtlantic Lines LLC  
120 Greenwich Ave.  
Greenwich, CT 06830  
Gudmundur Kjaernested Vice President  
Voice: (203) 625-5514  
Valerie Bowen Bookings/Dispatcher  
Fax: (203) 863-9354

Jacksonville Terminal  
8998 Blount Island Blvd.  
Jacksonville, FL 32226  
Coastal Maritime Stevedoring, LLC  
Terminal Service  
Customer service Hotline  
1-888-840-9918  
Rick Clarke, Terminal Manager  
Office: (904) 714-1424  
Sally Gibson, Chief Clerk  
Fax: (904) 714-1165

Coastal Maritime Stevedoring, LLC  
Corporate Offices  
Magnus Lindebach CEO  
1-888-644-2842  
Ben Brown, Operations Manager  
Office: (904) 727-7007  
Bud Underwood, Safety/Human Resources  
Fax: (904) 727-0071  
Kathy Wiley Admin/Bookings

Burns and Roe  
Maurice Mullen Project Manager at GTMO  
Voice: 011-5399-3126

- (2) Since these vessels are under Government contract, priority materials for Government agencies may delay receipt of Contractor's equipment and materials. The cost of containerization, shipping, on-loading, and off-loading, is at the Contractor's expense; and arrangements shall be made directly with the shipping company.
- (3) The ocean vessel Contractor is subject to change. If a change in Contractor should occur, the Government is not liable for any additional costs which may be incurred by the Contractor for the construction contract.
- (4) The Contractor is under no obligation to use the Government carrier and may use others subject to the terms and conditions of this contract and U.S. Maritime law.
- (5) The Contractor may ship materials and equipment by air or sea provided all clearances are met and approved in advance. The Contractor shall use the Government's barge contractor, if space is available, at the established commercial rates provided by the Government's barge contractor. The Contractor shall use the Government's consolidator in Jacksonville, Florida to transport anything on the Government's barge. The Government's material will have priority over Contractor material on the Government's barge. If space is not available on the Government's barge, the contractor will be permitted to use another barge for transportation.

#### 1.3.6 Medical and Dental Services

Medical and dental services available to the Contractor's employees are limited in Guantanamo Bay. The Naval Hospital and Naval Dental Clinic are staffed to treat primarily DOD personnel. The Contractor shall screen prospective employees with the objective to exclude those with admitted chronic disorders from traveling to Guantanamo Bay. Advise prospective employees of the limited medical and dental services available in Guantanamo Bay; and explain the Contractor's policy concerning the extent of liability and coverage for required treatment. Every reasonable attempt shall be made to prevent personnel with chronic disorders, which may require treatment, such as cardiovascular defects, tuberculosis, mental health problems, and alcoholism, from being sent to Guantanamo Bay. The Contractor shall provide and have available, both at the job site and in the berthing areas, first aid for minor and emergency treatment. Government ambulance and medical care, when required, will be billed at the then current rates. For more information on: dental care rates, call 011-53-99-2239; medical outpatient care rates, call 011-53-99-2230, and medical in-patient care rates, call 011-053-99-2185.

#### 1.3.7 Post Exchange and Commissary Privilege and Recreation Facilities

Post exchange and commissary privileges and recreation facilities are available to authorized Contractor personnel and dependents of Contractor personnel in accordance with current base regulations.

#### 1.3.8 On-Base Transportation

The Contractor shall provide necessary personnel, vehicles, and equipment required for on-base vehicular transportation, and shall bear the cost of required fuel, oil, lubricants, and maintenance there-for. The vehicles shall be operated only by Contractor's employees who possess a valid motor vehicle operator's identification card; and vehicular registration will be provided without cost by the Government. The Contractor shall comply with traffic safety program set forth in OPNAV Instruction 5100.12.

#### 1.3.9 Laundry and Dry Cleaning

The Government will make available laundry and dry cleaning facilities for Contractor personnel and dependents of Contractor personnel at current rates as set forth by the Navy Exchange, Guantanamo Bay, Cuba.

#### 1.3.10 Government Utilities

\*\*\*\*\*  
**NOTE: Refer to this section in Section 01 50 00**  
**TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS**  
**regarding utility services.**  
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The General Conditions Clause entitled "Availability and Use of Utility Services" applies. Water and electricity will be available at designated outlets at the prevailing Government rates. Current rates (26 Nov 02) are as follows:

Electricity - \$144.32 per thousand kWh  
Water - \$ 19.04 per thousand gallons

Power usage in office and shop areas will be metered by meter furnished and installed by and at the expense of the Contractor. The meters furnished shall be sealed and tagged to indicate last calibration date and name of the person performing the calibration. The Government reserves the right to require the recalibration of the meters if erroneous readings are suspected.

The Contractor shall provide Backflow Protection at the source for all temporary water connections used in accomplishment of this contract. Backflow device must be tested and pass certification prior to opening connection. Person installing and certifying device must be trained in accordance with CROSS-CONNECTION CONTROL AND BACKFLOW PREVENTION PROGRAM IMPLEMENTATION AT NAVY SHORE FACILITIES, User's Guide, UG-2029-ENV dtd May 98.

#### 1.3.11 Port-a-let, Refuse Collection and Sanitary Sewage Trucking Service

These services are provided by the Base Maintenance Services Contractor, Kvaerner Process Services, Inc. For the current rates, call 011-53-99-4271.

Refuse containers will be furnished and serviced by the Government at living quarters. Refuse collection service is mandatory. Contractors are required to meet base regulations concerning collection and disposal of refuse. Pickup is scheduled and charged based on volume of the dumpster, not necessarily the volume of refuse. Only refuse deposited in the Government-furnished containers will be collected. This service does not include articles left outside of the containers.

This service will not be available for construction or demolition sites.

#### 1.3.12 Transportation of Personnel

- a. Air travel to and from the base is limited, with demand often far in excess of supply. Specifically:

- (1) Travel to and from Jacksonville, Florida; Norfolk, Virginia; and Kingston, Jamaica is provided by the Air Mobility Command (AMC) at the contractors expense and passage will be in reserved seats.

Plane Fares to Guantanamo Bay, Cuba as of 1 October 2002. Rates are subject to change.

From Norfolk, Virginia	\$620.00 Round Trip
From Jacksonville, Florida	\$432.00 Round Trip
From Kingston, Jamaica	\$ 90.00 Round Trip

- (2) Emergency leave travel for verified personal emergencies such as death or serious illness of a family member will be authorized to any destination on the next available flight, also chargeable to the Contractor at the international tariff rate.

#### 1.3.13 Food Facilities

Contractor personnel may eat at the Navy Exchange food outlets, or at other open food service facilities on a cash basis at current prices.

#### 1.3.14 Petroleum Products

- a. Sales: Sales of petroleum products shall be made from Naval Station Supply Department Stocks under special deposit procedures based on prevailing stock ledger prices. Current major petroleum product prices (01 October 04) are subject to change. Prices are as follows:

Aviation Gasoline (AVGAS)	\$ NOT AVAILABLE
Motor Gasoline (MOGAS)	\$ 1.38 per gallon
Jet Fuel (JP-5)	\$ 1.36 per gallon
Diesel Oil (F76)	\$ 1.33 per gallon
Lube Oil (L06)	\$ 3.85 per gallon

- b. Bulk Fuels: Only bulk fuels are available. Deliveries can be arranged through the Fuel Department of the Naval Station Supply Department for tanker delivery to your equipment or day tanks. Regular filling station pumps at the Navy exchange service station may be utilized by paying the current price at time of purchase.

#### 1.3.15 Purchases From the Government

- a. Sale of Government Supplies: Provisions and camp supplies other than petroleum products will be sold to the Contractor from Naval Station Supply Department Stocks under special deposit procedures in compliance with Paragraph 26046, 2d and 3, BuS&A Manual. Miscellaneous construction materials may be sold to the Contractor under the same procedure if such sales are not detrimental to the Naval Station Supply Department stock position as determined by the Naval Station Supply Officer. Materials other than petroleum products will be issued as required, during normal working hours.

- b. Payment for Purchases From the Government: Invoices covering sales of equipment and materials specified will be charged to a special deposit account, to be established by the Contractor in advance. The Contractor is required to provide a cash deposit only to the Naval Station Comptroller prior to incurring charges. The Contractor shall maintain a minimum balance in this account equal to two times the anticipated monthly expenditures or \$200, whichever is greater. The Contractor shall comply with directives governing special deposit accounts as established by the Comptroller, U.S. Naval Base, Guantanamo Bay, Cuba. Failure to settle accounts due promptly will jeopardize the availability of goods and services. The Government is entitled to withhold special deposit account arrearages from progress payments.

#### 1.3.16 Private Aircraft

Prior to making shipment of cargo or personnel by private aircraft, the Contractor shall have on record with the Naval Air Station Operations Officer a valid facilities license. Further, at least 7 working days prior to each such shipment, the Contractor shall notify the ROICC of his intentions so that appropriate area and flight clearances may be obtained.

#### 1.3.17 Contractor Debts

The Contractor shall be liable for debts to the Government incurred by his employees for personal services at Guantanamo Bay, Cuba, including but not limited to private telephone service, medical and dental services, and W.T. Sampson School expenses. If an employee departs the Guantanamo Bay Naval Base without liquidating his debts, sufficient funds to cover this type of obligation will be withheld from Contractor payments until the debts are paid.

#### 1.3.18 Energy Conservation

The Contractor shall observe the Base Energy Conservation Regulation, COMNAVBASEGTMO Instruction 11300.3 series. It is mandatory that the Contractor obtain a copy of this instruction and post it in a conspicuous location for the Contractor's employees to read. Copies of the instructions are available from the ROICC office. Ensure that employees comply with these regulations at all times. It is suggested that an employee be appointed as energy monitor by the Contractor for buildings under the jurisdiction of the Contractor.

#### 1.3.19 Drug Abuse by Contract Employees

The Secretary of the Navy has determined that the illegal possession and use of drugs and paraphernalia by civilian and contract employees in the military setting contributes directly to military drug abuse and undermines command efforts to eliminate drug abuse among military personnel. The policy of the Department of the Navy, including the Marine Corps, is to deter and detect drug offenses by civilian and contract employees on military installations. Measures to be taken to identify drug offenses on military installations, and to prevent introduction of illegal drugs and paraphernalia include routine, random inspections of vehicles and personnel possessions on entry or exit, with drug detection dog teams, when available. Where there is probable cause to believe that a civilian or contract employee on board a Naval or Marine Corps installation has been engaged in use, possession, or trafficking of drugs, that employee may be restricted or detained for the period necessary until that employee can be removed from the installation or can be turned over to local law

enforcement authorities having jurisdiction, as appropriate. When illegal drugs are discovered during an inspection or search of a vehicle operated by a civilian or contract employee, the employee and vehicle may be detained for a reasonable period of time necessary to turn the employee and the vehicle over to appropriate civil law enforcement officials; action may be taken to suspend, revoke, or deny installation driving privileges. Implicit with the acceptance of this contract is the Contractor's agreement to comply with Federal statutes, laws, and regulations, including those regulations issued by the commander of the military installation.

### 1.3.20 Available Living Quarters

#### 1.3.20.1 Crew Berthing

\*\*\*\*\*  
**NOTE: Check with the Public Works Office at U.S.  
Naval Base Guantanamo Bay, Cuba to determine where  
contractor employees will be berthed and if berthing  
is available.**  
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Except for allowed family housing, contractor employees (unaccompanied status) shall be berthed in the Contractor Berthing Facilities (CBF) on Leeward or Windward side of the bay. These facilities are operated by the Housing Department, CBQ Division.

- a. Rates: The following fixed rates apply and are subject to adjustment. \$6.00 per day, per person, regardless of room configuration. Minimum furnishings shall include a bed (single or bunked) and a wardrobe or dresser for each person. Minimum room furnishing will also include a television, cable box, telephone and refrigerator that are shared with other assigned roommates. Personal property storage is not available through the CBQ.
- b. Room Billing: Contractors will be billed monthly for the number of beds assigned to company personnel. Contractors are charged for beds assigned to employees on leave unless the employee removes all personal property and checks out of the facility prior to commencing leave. Contractors are responsible for storing employee's personal property while on leave. Contractors must make new room reservations for all employees checking out of a facility. Housing makes no guarantee of room availability or room assignment for returning employees.
- c. Berthing Agreement: Prior to berthing of any crew members, contractors shall be required to complete a Contractor Berthing Agreement (CBA) with the CBQ Division. A copy of this agreement is available from the CBQ Manager, located at building 1670, at (011) 53-99-4427. Advanced registration is mandatory to allow berthing accommodations to be in place upon arrival for contractors.

#### 1.3.20.2 Contractor Management/Supervisory Housing

\*\*\*\*\*  
**NOTE: Check with the Public Works Office at U.S.  
Naval Base Guantanamo Bay, Cuba to determine where  
contractor employees will be berthed and if berthing  
is available.**  
\*\*\*\*\*

The Government will rent to the contractor housing units at fair market rate that includes electric, water, sewer, trash and maintenance. The rates identified below are subject to annual adjustments based on consumer price index and/or utility cost. These units are reserved for management and supervisory personnel with some exceptions considered on a case-by-case basis. Housing assignments for accompanied personnel (if available) will be based on family composition, and unaccompanied personnel will be assigned a minimum of one person per bedroom. Housing will be assigned and managed by CNRSE Housing Department Guantanamo Bay detachment, Building 2295, at telephone 011-53-99-4172/4174. Residents shall abide by the Family Housing Instruction, which is not part of this contract but available upon request.

4 Bedroom - 3 Bath	\$1,350.00 Month
3 Bedroom - 2 Bath	\$1,188.00 Month
3 Bedroom - 1 Bath	\$1,107.00 Month
2 Bedroom - 1.5 Bath	\$1,026.00 Month
2 Bedroom - 1 Bath	\$ 982.00 Month

Furniture may be rented to furnish the house.

Based on the current mission of the Naval Base, housing units may not be available. If unavailable, supervisory Personnel may be required to share housing. If house sharing is required, accompaniment by dependents WILL NOT be allowed.

#### 1.3.21 Electronic Invoices

The Contractor shall submit invoices electronically via e-mail or computer disc.

#### 1.3.22 E-mail and Internet

The Contractor shall have e-mail and Internet service for their office on the base.

### PART 2 PRODUCTS

Not Used

### PART 3 EXECUTION

Not Used

-- End of Document --