

- MARKET RESEARCH -

PWD is conducting Market Research for a requirement at Commander Fleet Activities Sasebo (CFAS).

We are seeking interested contractors who are both willing and qualified to provide the required services for Custodial Service contract. A brief summary of Custodial Service stated below. The complete requirement is planned to be announced via AsiaNECO at <https://asia.neco.navy.mil/> on/or about 01 February 2017. In order to be eligible for any U.S. Government award, a contractor must register in the “System for Award Management” at www.sam.gov and have a valid CAGE code. Interested contractors are encouraged to begin the registration process as soon as possible.

A brief summary of Custodial Service

(1) Recurring Work (Scheduled Service)

	Title	Performance Objective
1	Space Cleaning	Clean space to ensure they are clean and sightly.
2	Emptying Waste Container	Empty waste containers and ensure they are clean.
3	Low Area Cleaning	Provide low area cleaning services to ensure surface areas are clean.
4	Lunch/Break Room Cleaning	Provide cleaning services in lunch/break room to ensure areas are clean and sanitary.
5	High Area Cleaning	Provide high area cleaning services to ensure surfaces are clean.
6	Interior Window Cleaning	Clean window surfaces and adjacent areas to ensure that surfaces are clean and sightly.
7	Exterior Window Cleaning	Clean window surfaces and adjacent areas to ensure that surfaces are clean and sightly.
8	Window Blinds Cleaning	Clean window blinds to ensure they are clean and available for use in a time manner.
9	Entrance Cleaning	Clean doors and all associated glass of the entrance to ensure doors and glass surfaces are clean and sightly.
10	Interior Glass Surface Cleaning	Clean all interior glass to ensure glass surface are clean and sightly.
11	Drinking Fountains Cleaning	Clean drinking fountains to ensure they are clean sanitary, and sightly.
12	Floor Care	Provide floor care services to ensure they are clan and sightly.
13	Sweeping and Dust Mopping	Sweep or dust mop uncarpeted floors to ensure floors are free of debris and dust.
14	Vacuuming Carpets and Rugs	Vacuum carpets and rugs to ensure they are free of debris and dust.
15	Cleaning Walk-off Mats	Clean the walk-off mats and surfaces below the mats to ensure mats and surfaces are clean.
16	Spray Cleaning and Buffing	Spray clean and buff floors to ensure floors are clean and present a sightly appearance.
17	Damp Mopping	Damp mop floors to ensure that floors are clean.
18	Stripping Coating, and Buffing	Strip, coat and buff floors to ensure that floors are clean and sightly. Coat floors to ensure continuous protection.
19	Carpet and Rug Deep Cleaning	Deep clean carpets and rugs to ensure that floors are clean, sightly and available for use in a timely manner.
20	Restroom Service	Service restrooms to ensure they are clan, sanitary, sightly, and stocked with sufficient supplies.
21	Restroom Cleaning	Clean and disinfect restrooms to ensure they are clean sanitary, and free of offensive odors.
22	Restroom Supplies and Emptying Waste Containers	Service restrooms to ensure suppliers are stocked-sufficiently, and empty waste containers to ensure cleanliness.
23	Floor Care – machine Clean/Scrub	Apply machine cleaning/scrubbing and disinfection to ensure floor areas are clean and sanitary.
24	Shower Room Cleaning – Vertical Surfaces	Clean and disinfect vertical surfaces of shower rooms to ensure cleanliness and sanitary.
25	Building Perimeter Services	Provide building perimeter services to ensure that they are sightly.
26	Debris Removal	Remove debris from the building perimeter to ensure a sightly appearance.
27	Perimeter Waste Containers	Empty perimeter waste containers and ensure they are clean.

(2) Non-Recurring Work (Unscheduled Service)

	Title	Performance Objective
28	Space and Floor Cleaning	Cleans spaces and floors to ensure they are clean, sanitary and sightly.
29	Restroom Cleaning	Cleans restrooms to ensure they are clean, sanitary and sightly and stocked with sufficient supplies.
30	Carpet or Rug Deep Cleaning	Deep clean carpets and rugs to ensure that floors are clean, sightly and avaiable for use.
31	Floor Stripping, Coating and Buffing	Strip, coat and buff floors to ensure that floors are clean and sightly.
32	Cleaning Window Blinds	Clean window blinds to ensure that they are clean and available for use.
33	Interior Glass Cleaning	Thoroughly cleans all interior glass surfaces, window frames, sills, and sashes to ensure glass surfaces are clean and sightly.
34	Exterior Glass Cleaning	Through cleans all exterior glass surfaces, window frames, sills, and sashes at the first floor of the building to ensure glass surfaces are clean and sightly.
35	High Area Cleaning (7~10 feet)	Removes all dust, lint, litter, and soil from vertical and horizontal surfaces above 7 feet from floor level to maximum height of 10 feet to ensure surfaces are clean.
36	Overhang Cleaning	Overhangs outside on the second floor of the building shall be cleaned.
37	High Light Fixture Cleaning (Maximum Height 10 feet)	High light fixture is cleaned by removing and washing globes, reflectors, covers, diffusers, and plastic side panels.
38	Special Event Cleaning- Restroom Cleaning	Clean and disinfect restroom surfaces to ensure they are clean, sanitary, and free of offensive odors. Restrooms shall be stocked with sufficient supplies.
39	Space Cleaning – Outside Normal Working Hours	Clean spaces to ensure they are clean, sanitary and sightly.

If you are interested in this requirement, please provide your contact information to include:

- Company name
- Your name
- Email address
- Telephone number(s)

Please submit the requested information to Ms. Keiko Ujiie at 0956-50-2502 or via e-mail at keiko.ujiie1.ja@fe.navy.mil.

Once the solicitation is posted on AsiaNECO, Ms. Keiko Ujiie will send an email to all contractors who have responded to this letter and indicated an interest in this requirement. The email will have a link to the solicitation and other important information such as the time, date, and location of the pre-proposal conference.

PLEASE NOTE: This memo is for Market Research/Informational purposes only. It does not constitute a solicitation and shall not be construed as a commitment by the US Government. A proposal is not requested or expected at this time.