

PERFORMANCE WORK STATEMENT
FOR
SECURITY AND CARETAKER SERVICES
AT
ATLANTA JOB CORPS CENTER
ATLANTA, GA
U.S. DEPARTMENT OF LABOR

OCTOBER 2025
UPDATED JUNE 2026

PROJECT NO. 1046
PWS

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**PERFORMANCE WORK STATEMENT
SECURITY AND CARETAKER SERVICES
ATLANTA JOB CORPS CENTER**

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**PERFORMANCE WORK STATEMENT
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ATLANTA JOB CORPS CENTER**

I. Introduction

This Performance Work Statement (PWS) sets forth the contract performance requirements for security and caretaker services at the Atlanta Job Corps Center, located in Atlanta, GA. DOL is seeking services to maintain security and general maintenance of this campus.

The property and partially construction buildings are owned by the Department of Labor. The site and partially construction buildings are currently under the care of a caretaker contract with the Department of Labor (Department).

Job Corps is a national residential training and employment program administered by the Department of Labor to address the multiple barriers to employment faced by disadvantaged youth throughout the United States. Job Corps was originally established by the Economic Opportunity Act of 1964; current authorization for the program is the Workforce Innovation and Opportunity Act (WIOA) of 2014.

II. Purpose and Background

The purpose of this contractor is to secure and sustain the construction site to prevent theft, damage or deterioration of real property at the Atlanta New Center construction site. The Contractor is to maintain the site, conduct weekly NPDES inspections and reporting, and maintain existing sediment and erosion control measures.

The center campus is currently approximately 25% constructed and construction activities have been temporarily stopped. There will be no construction activities or delivery or removal of construction materials during the performance of this contract.

The purpose of this contract is to secure and maintain the site, buildings, and storage containers until such time as construction activities are authorized to resume. See Attachment 1 for Site Location and Attachment 2 for Site Plan.

III. Key Personnel

Key Personnel for this contract are as follows:

| Position | Experience | Experience and Minimum Qualifications |
|-----------------|------------|--|
| Project Manager | 10 years | 10 Years of progressive facilities and personnel management experience |

IV. Performance Work Statement

A. Security Services

1. Provide security services for the 25-acre construction site to protect against theft of government property and vandalism of stored building materials and equipment and partially constructed buildings and building systems.
2. Security of the facility is required on a 24/7/365 basis. One guard shall be stationed at the north entrance and shall control and log all visitors to the site daily. Copies of site access logs shall be submitted with the daily reports. A second guard shall have vehicular mobility to perform site wide patrols and shall be stationed at the secured south entrance. Guards are not required to be armed.
3. Controlled access – The contractor shall control access to the campus. It may be necessary to let maintenance contractors and other persons on site from time to time. Access to this site shall be limited to DOL approved personnel. The contractor shall ensure that all personnel who enter the facility shall present valid identification and maintain a log of all entry and exit from the campus. Access is limited only to personnel approved by the Contracting Officer's Representative (COR).
4. Maintain effective liaison with local law enforcement as necessary to maintain security and safety of the facility.

B. Stored Equipment and Material Protection

1. The site contains Government owned materials and equipment that will not be used in the completion of the project. Materials and equipment are currently stored in storage containers and Buildings B, D, E, F, H, J, K, L, and M.
2. Protection from weather and damage of stored materials on-site and within the storage containers and buildings **is not** required.

C. Temporary Fencing Rental and Maintenance

1. Maintain temporary fencing around the perimeter of the site to effectively monitor the construction site 24/7 and protect from unauthorized entry or pilferage.
2. The Contractor to include in its proposal an allowance of \$50.00 per month for minor fence repairs and maintenance. This allowance shall be listed as a separate line-item cost in the contractor's proposal and Schedule of Values.
3. Billings for maintenance and repairs are to be supported by time sheets and material invoices.

D. Maintain Temporary Protection of Buildings

1. Existing buildings are in various stages of completion. The existing buildings will be demolished under a future contract. Maintenance of these buildings and their existing temporary protection **is not** required.
2. Existing temporary protection of buildings (temporary window coverings, building entry openings, roof openings, temporary roofing at Buildings E and J, and other building envelope penetrations) to remain in place. Maintenance or replacement of temporary protection **is not** required.

E. Maintain Sediment and Erosion Control Measures

1. Maintain existing sediment and erosion control measures, inclusive of silt fencing and other erosion control measure, in accordance with Georgia National Pollutant Discharge Elimination System (NPDES) requirements. Replace as required based on weekly inspections.
2. Conduct weekly inspections and monthly reporting to ensure compliance with the Georgia NPDES permit. Copies of the weekly inspection reports shall be submitted to the COR within three (3) days of performing the inspection.

F. Mosquito Control Treatment

1. Provide mosquito control services from March through October through a qualified vendor. Submit treatment service tickets with daily report.

G. General Custodian & Grounds Clean-Up

1. Perform general custodial and grounds cleanup activities of the site to ensure removal of debris and to ensure a clean and attractive appearance.

H. Grass Cutting

1. Cut grass and trim as required to prevent overgrowth. Remove plants, leaves and lawn residue during moving and trimming activities.
2. Grass shall be cut to a finished height of 2" to 3" and shall include trimming (weed whacking) around all trees, buildings, and obstacles, and within 12" of fences.
3. Remove weeds, overgrowth and small plants and trees from the site and within the building footprints of Buildings A, C, D, F and K where no slab current exists during grass cutting and edging operations.
4. The contractor shall base their bid on performing grass cutting and trimming as follows:

- Weekly between the period of May through September.
- Bi-weekly during the months of April, October, and November.
- Monthly during the months of December, January, February and March.

I. Office Trailer and Toilet Facilities

1. The Contractor is to provide an office trailer, approximately 8' x 24', complete with office furnishings.
2. Connect trailer to existing temporary electric power service.
3. Upon completion of the contract, the Contractor is to remove the temporary trailer and remove temporary utilities.
4. Trailer shall include stairs with non-slip surfacing with railings.
5. Trailer shall be properly anchored.
6. Provide portable toilet with handwash and paper towel dispenser. Service portable toilet on a regular basis.
7. Portable toilet to be located near office trailer.

J. Pay All Required Utilities

1. Currently only temporary electrical and water service is provided at the site. Water service for this contract is not anticipated. No sanitary sewer service is available on the site. Electrical service is provided by Georgia Power.
2. The Contractor shall act as an agent for payment of all utility bills on behalf of Job Corps. Payment includes bills for all required temporary utilities, inclusive of internet service, associated with all tasks required to perform required tasks.
3. Upon completion of the contract, the Contractor shall remove all temporary utilities and restore any site disturbances associated with the utility removal.
4. The Contractor is to base its proposal on a cost of \$500.00 per month. Billings for utility costs are to be supported by invoices.

K. Reports & Meetings

The Contractor will provide a daily report (electronically) to the COR noting current site conditions (include photos), activities on site, photographs, a copy of the daily security sign in log, and any observations or notes.

Meetings will be held weekly, bi-weekly or monthly as determined by the CO and COR to discuss the status of the project.

L. Transition Period

1. The Transition Period shall commence on date of contract award and extend for thirty (30) calendar days.
2. During the Transition Period the contractor shall coordinate with the departing contractor for the following:
 - a. Payments and closure of departing contractor utility accounts, inclusive of any temporary utilities.
 - b. Removal of departing contractor office trailer and waste holding tank.
 - c. Termination of temporary fence lease agreement by departing contractor.
3. The contractor will be responsible for assuming full control of the services upon conclusion of the Transition Period.

V. Deliverables

The contractor shall complete the following deliverables within the time periods specified below:

| Due | Deliverable |
|------------------------------|--|
| 14 calendar days after award | Work plan including Points of Contact, delivered to the COR for review. |
| 14 calendar days after award | Protection maintenance plan to include recurring inspections/tasks to be performed and required frequencies. |
| Entire Period of Performance | Visitor Log (PDF Format) |
| Entire Period of Performance | Daily Report |

VI. Contractor Capabilities

The contractor shall provide qualified personnel, all materials and equipment to perform the contract.

VII. Pricing Schedule

NOTE: *The pricing table will be inserted for the award based on price quotes received.*

VIII. Objective

The contractor is to provide all necessary services and all necessary personnel to provide security services, and facilities caretaker services to sustain the construction site and prevent theft, damage or deterioration of real property and equipment.

IX. Acceptance of Deliverables

The Government will accept or reject the deliverables by giving written notice. Daily observation reports will be considered accepted unless explicitly noted. In the event of rejection of any deliverable, the COR, giving the specific reason(s) for the rejection shall notify the Contractor in writing within five working days of receipt of deliverable. The Contractor shall correct the rejected deliverable and return it to the COR within five working days, or number of days specified in the written notice by the COR.

X. Period of Performance

The Period of Performance is 180 calendar days (6 months) and one (1) ninety (90) calendar day option period.

XI. Place of Performance

The work proposed under this contract will be performed in Atlanta, GA. The address of the campus is 4850 Washington Road, South Fulton, GA, 30349.

Attachment 1 – Site Location



Attachment 2 - Site Plan (Buildings are Partially Constructed)

