

13 April 2027

MEMORANDUM

MEMORANDUM FOR: 713th Contracting Squadron (713 CONS/CC)

FROM: Engineering Flight, 713th Civil Engineer Squadron (713 CES/CEN)

SUBJECT: Revision 1 - Performance Work Statement, FOXHOUND Recreation Center Heating and Ventilation Renewal

REQUIREMENT: PR-27-041

Purpose and revision status

This memorandum supersedes B-02 in full and constitutes Revision 1 of the performance work statement (PWS) for renewal of the heating and ventilation system serving the FOXHOUND Recreation Center, Building 410. The revision changes the required canvas air-distribution route to preserve the western overhead area shown on the attached plan. The required performance, served rooms, completion objective, and brand-neutral basis remain unchanged.

The Contractor shall furnish all design completion, labor, supervision, materials, equipment, tools, transportation, testing, and incidentals necessary to provide a complete, safe, operable, and maintainable system. The Government does not require any particular manufacturer, brand, or model.

Background and operating need

The existing system cannot reliably heat or ventilate occupied spaces during sustained cold-weather operations. The facility has no reliable building-wide stopgap, making restoration of permanent service by the target date operationally important.

The facility will remain in limited use during construction. Protect occupants, maintain required egress, control dust and noise, and coordinate shutdowns and restricted-access periods in advance with Civil Engineering (713 CES).

Required system and physical layout

Heating, ventilation, and controls

Provide appropriately sized heat-recovery air-handling equipment, hydronic terminal heating equipment, pumps, valves, dampers, sensors, controls, insulation, electrical connections, and related components. Place the primary mechanical equipment and associated controls within the eastern wall-and-ceiling service zone of the main room.

Revised canvas air-distribution route

Provide a continuous insulated, flame-resistant canvas air-distribution duct suspended from engineered ceiling supports. Beginning at the eastern equipment zone, run the main duct westward through the center of the auditorium only to the transition point shown on the attached B-05 plan. Do not continue the centerline run into the western clearance zone.

Reserve a 20-foot-wide by 8-foot-deep overhead clearance zone centered on the auditorium's western short wall. Route the western distribution legs around that zone along the north and south sides as shown on the attached plan. No duct, insulation, attachment, or support may enter the clearance zone. Outside that zone, the finished bottom of the complete duct-and-support assembly shall remain 14 feet 6 inches above the finished floor unless a higher elevation is approved in writing.

Branches and served spaces

Branch the canvas distribution system to serve the bar and service area, both offices, and both restrooms. Do not extend it into storage closets or the electrical utility room. The Contractor may refine duct diameter, transition geometry, and support spacing through its design, but may not cross the western clearance zone or alter the served-room list without written Government approval.

Performance requirements

Design completion and site verification

Before fabrication or installation, verify field dimensions, existing utilities, structural attachment locations, electrical capacity, access routes, and conditions affecting the work. Complete and coordinate the design needed to construct and support the system. Government review does not relieve the Contractor of responsibility for accuracy, coordination, safety, or compliance.

Thermal and ventilation performance

Design the permanent system to maintain at least 68 degrees Fahrenheit in occupied spaces under the installation's winter design condition and to supply outdoor air and circulation appropriate for the intended occupancies. Balance each branch to within 10 percent of its approved design airflow.

The completed system shall operate without objectionable leakage, vibration, or noise and shall permit normal maintenance access to filters, valves, dampers, sensors, controls, and service points.

Demolition, restoration, controls, and quality

Remove or modify existing components only as necessary. Provide supports, sleeves, penetrations, firestopping, patching, painting, and finish restoration for a complete installation. Provide automatic controls for normal operator use and basic equipment fault indication. Maintain Contractor quality control over design coordination, materials, concealed work, startup, testing, deficiency correction, and closeout.

Required submittals and closeout

Submit the following in time for Government review and orderly performance:

- Field-verification report and coordinated design package showing equipment, the revised centerline transition, north and south perimeter legs, the 20-foot by 8-foot western clearance zone, branch locations, the 14-foot-6-inch minimum finished elevation outside the zone, structural supports, utilities, and controls.
- Product data, calculations, and certifications demonstrating that the equipment and canvas distribution material meet the approved design and applicable requirements.
- Construction schedule, phasing and outage plan, site-specific safety plan, and quality-control plan.
- Startup, testing-and-balancing, controls-testing, and functional-performance records.
- Marked-up construction drawings followed by final as-built drawings, operating and maintenance manuals, warranty information, spare-parts list, and operator training.

Government acceptance

The work is complete only when the Government verifies all of the following:

- The permanent heating and ventilation system is safe, operable, maintainable, and capable of meeting the required thermal and ventilation performance.
- The canvas distribution system follows the revised B-05 route, remains outside the western clearance zone, and maintains the required finished elevation outside that zone.
- The bar and service area, both offices, and both restrooms receive service; storage closets and the electrical utility room do not.
- Testing, balancing, controls demonstrations, inspections, corrections, as-built records, manuals, warranties, and operator training are complete and accepted.

Schedule and need date

READY FOR USE: Target completion, acceptance, and Government use no later than 15 September 2027.

The target date reflects the need for reliable building-wide service before sustained cold-weather operations. The Contractor shall not assume an extension; only the Contracting Officer may change a contractual completion date in writing.

Government-furnished information and point of contact

The Government will provide the existing floor plan, the attached revised routing plan, and reasonable access for field verification. Existing information does not replace field verification. No Government-furnished equipment is anticipated.

The requiring-activity point of contact is Dr. Hal Emmerich, Chief Facilities Engineer, Civil Engineering (713 CES), DSN 555-0174 (exercise). Contractual questions and requests to alter scope, route, elevation, price, or schedule shall be directed through the Contracting Officer.

HAL EMMERICH, NH-03, DAF
Chief Facilities Engineer

