

## APPENDIX A

SERVICES REFLECTED HEREIN MAY NOT BE AVAILABLE. Levels of Service; their frequency, quality, quantity and timeliness are influenced by the installations' funding posture and changes from higher headquarters. Customers will reimburse for all services above Common Levels of Support (CLS) in accordance with DODI 4000.19 for any service that “. . . increases the support supplier's direct costs (i.e., incremental direct cost). Costs associated with common use infrastructure are non-reimbursable, except for support provided solely for the benefit of one or more tenants. . .” Reimbursable costs may include but are not limited to overtime for Garrison employees, actual cost of contract support or any other incremental direct costs to provide services beyond the common level of support for a tenant or other customer.

### **Service 78 – Physical Security Directorate of Emergency Services (DES) Point of Contact: 301-677-6768/DSN 622-6768/6801, Building 4215C**

#### **78.1 – Manage and Direct Physical Security Programs**

**Service Description:** Provide core physical security missions to maintain a safe and secure environment. Preparation of the FGGM Physical Security Plan; Conduct physical security inspections and surveys IAW governing regulations. Participate in master planning; Execute physical security planning and coordination; Advise Commanders; and provide oversight management. Normal operating hours from 0730-1600, Mon-Fri.

**Common Level of Support:** Single POC for physical security matters and coordination for requirements. Monitor resource management and plan and program necessary resources for physical security projects. Provide physical security lock and key support as required by ARs 190-11, 190-51 and US Army Garrison, Fort George G. Meade Regulation 190-13 (US Army Garrison, Fort George G. Meade Physical Security ).

**Reimbursable Support:** Salary based on time spent training personnel on key control or other PS matters.

**Receiver Responsibilities:** Comply with the provisions of AR 190-13, Paragraph 1-24. Use only approved physical security equipment (PSE) to include alarms, locks and locking devices. All questions regarding the identity of approved commercial equivalent (PSE), locks and locking devices meeting military specifications shall be addressed to the installation physical security officer, directorate of emergency services. Coordinate requests for training at least 14 days in advance.

#### **78.2 – Physical Security Inspections and Survey**

**Service Description:** Conduct physical security inspections and surveys IAW governing regulations. Normal operating hours from 0730-1600, Mon-Fri

**Common Level of Support:** Conduct physical security inspections (announced or unannounced) IAW AR 190-13, para 2-11 for arms ammunition and explosive storage areas, sensitive compartmented information facilities, mission essential

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or vulnerable areas and other areas designated by the Installation Commander. Provide copies of inspection reports.

**Reimbursable Support:** N/A

**Receiver Responsibilities:** Comply with provisions of DOD 5100.76M, Physical Security of Sensitive Conventional Arms, Ammunition and Explosives; DoD 5200.8 Security of Military Installations and Resources; AR 190-16 (or service equivalent OPNAVINST 5530.15A, AFR 207-4, MCO 5500.13A, or DLAR 6710.4), Physical Security; AR 190-11, Security of Arms, Ammunition and Explosives; AR 190-13, paragraph 1-24, The Army Physical Security Program; AR 190-51, Security of Unclassified Army Property; FGGM Physical Security Plan; and other applicable directives providing for the safety and security of Receiver's activity personnel, property, and equipment.

Provide input to Supplier on antiterrorism/force protection physical security projects requiring funding under VTER and/or QPSM. Coordinate with the installation Physical Security Officer at DES IAW AR 190-13.

Comply with AR 190-13, paragraph 2-11 and take action to correct deficiencies on physical security surveys or inspections and submit a report of action taken to the physical security division (DES) within 30 days).

Provide internal physical security from own resources and ensure host installation is aware of automated data processing requirements. Comply with security requirements of the host command. Submit requests for training related to physical security matters 14 days in advance.

Provide a copy of the unit physical security plan to the installation physical security officer to be included as an annex to the installation physical security plan.

### **78.3 –Maintain Alarm Systems**

**Service Description:** Maintain alarm systems for arms ammunition and Explosives storage areas, sensitive compartmented information facilities and nuclear and chemical facilities as required by regulation.

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**Common Level of Support:** Maintain alarm systems for arms ammunition and Explosives storage areas, sensitive compartmented information facilities and nuclear and chemical facilities as required by regulation. Monitor Receiver's alarm system at the DES Central Monitoring Station as long as Receiver's alarm system is compatible with the monitoring equipment in use at the Central Monitoring Station. (Does not include dedicated telephone and electrical power lines in support of receiver's alarm service.)

The Directorate of Emergency Services complies with Army Regulation regarding the security of arms, ammunition and explosives. Specifically: AR 190-11, para 3-6b Response Force: The response force should respond to an activated alarm as soon as possible, but in no case may the arrival at the scene exceed 15 minutes.

**Receiver Responsibilities:** Provide input to Supplier on any relocations, reorganizations, removal of alarm or other security systems (provided or installed either by the Supplier and/or the Receiver), or any other action that could adversely affect the physical security of the Receiver's activity on the Installation. Receiver will check the alarm system on a monthly basis using the manufacturer standard checklist and coordinate monthly checks in advance with the Police Watch Sergeant.

Receiver's alarm system must be compatible with DES monitoring equipment in order for it to be centrally monitored at the Emergency Services Center. Receiver will maintain all responsibility for funding and initiating contract through Receiver's appropriate channels for installation and yearly maintenance of all alarms within the Receiver's facility, if applicable.

Request services 45 days in advance of commitment in accordance with guidelines established in US Army Garrison, Fort George G. Meade Regulation 190-13 and AR 190-51. Dependent on the request, funding may be required.

Provide funded orders covering estimated requirements prior to the beginning of work or services for overtime expended. This would include any request, which would require the DES to bring in personnel above what is required for the daily mission requirement.

**Reimbursable Support:** Dedicated telephone and electrical power lines in support of receiver's alarm service.

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### 78.4\_Execute Installation Access Control Point Operations

**Service Description:** Verify the identity of 100% of personnel entering the installation and assessing 100% of all vehicles. Provide maintenance of access control point equipment.

**Common Level of Support:** The Contract Security Guards provide access control at the installation's gates IAW FGGM Policy 5, greeting visitors, verifying identification and conducting vehicle and personnel inspections as required. The Contractor shall furnish all personnel, equipment, and supplies, except as specified in the contract and Performance Work Statement (PWS) as Government furnished, to provide security guard services at Fort Meade in accordance with the PWS as augmented for installation specific requirements. No more than a 5 minute wait time 90% of the time.

**Receiver Responsibilities:** Comply with the provisions of AR 190-5 to register vehicles on Army installations and Fort Meade Policy 5, Installation Access Control. Submit requests for special events or extended passes a minimum of 14 days in advance to the Visitor Control Center.

**Reimbursable Support:** N/A

### 78.5 – Provide Pass and Registration

**Service Description:** Provide central registration point for issuance of installation access passes and registration for vehicles and weapons as required by regulations.

**Common Level of Support:** Provide service from 0730-1600 Mon-Fri (no new receivers will be admitted after 1530). Closed on Weekends and Federal Holidays. Subject to changes.

**Receiver Responsibilities:** Comply with the provisions of AR 190-5, Motor Vehicle Traffic Supervision, and FGGM Policy 5, Installation Access Control Policy regarding procedures for access to the installation and the registration of privately owned vehicles and firearms.

**Reimbursable Support:** N/A