

### **3.10.3-11 Contractor's Maintenance Program (February 2003)**

The Contractor shall be responsible for the proper care, maintenance, and use of Government property in its possession or control from the time of receipt until properly relieved of responsibility, in accordance with sound industrial practice and the terms of the contract. The removal of Government property to storage, or its contemplated transfer, does not relieve the Contractor of these responsibilities.

(a) Consistent with the terms of the contract, the Contractor's maintenance program shall provide for:

- (1) Disclosure of need for and the performance of preventive maintenance;
- (2) Disclosure and reporting of need for capital rehabilitation; and
- (3) Recording of work accomplished under the program.

(b) Preventive maintenance is maintenance performed on a regularly scheduled basis to prevent the occurrence of defects and to detect and correct minor defects before they result in serious consequences. An effective preventive maintenance program shall include at least:

- (1) Inspection of buildings at periodic intervals to assure detection of deterioration and the need for repairs;
- (2) Inspection of plant equipment at periodic intervals to assure detection of maladjustment, wear, or impending breakdown;
- (3) Regular lubrication of bearings and moving parts in accordance with a lubrication plan;
- (4) Adjustments for wear, repair, or replacement of worn or damaged parts and the elimination of causes of deterioration;
- (5) Removal of sludge, chips, and cutting oils from equipment that will not be used for a period of time;
- (6) Taking necessary precautions to prevent deterioration caused by contamination, corrosion, and other substances; and
- (7) Proper storage and preservation of accessories and special tools furnished with an item of plant equipment but not regularly used with it.

(c) The Contractor's maintenance program shall provide for disclosing and reporting the need for major repair, replacement, and other capital rehabilitation work for Government property in its possession or control.

(d) The Contractor shall keep records of maintenance actions performed and any deficiencies in the Government property discovered as a result of inspections.

**(End of clause)**

### **PRESCRIPTION**

Shall be used in all RFI/RFPs and contracts that include Government property.