STATEMENT OF WORK (SOW)
FOR
Troubleshooting and Resolving Fire Alarm Panel Trouble Codes

1.0 GENERAL

1.1 BACKGROUND
U.S. Coast Guard (USCG) Training Center (TRACEN) Petaluma located at 599 Tomales Road Petaluma; CA 94952 is the Coast Guard's largest West Coast Training Center. Our graduates are the latest chefs, medics, storekeepers, yeoman, information systems technicians, electronics technicians, operations specialists, and aviation survival technicians (AST). We are also home to the Coast Guard Leadership Development Center's Chief Petty Officer Academy.

1.2 SCOPE
The contractor must provide all services necessary to resolve and clear all active trouble alarms, restoring TRACEN Petaluma's fire alarm control panels to fully operational status. The specific alarms listed in **Exhibit 1** represent examples of active alarms requiring resolution; however, the contractor's responsibility is **not limited to** these examples and encompasses all active trouble alarms required to restore the system to fully operational status.

1.3 OBJECTIVE
The purpose of this Statement of Work (SOW) is to outline the requirements for inspection, troubleshooting, and repair services for fire alarm system trouble alarms at U.S. Coast Guard Training Center (TRACEN) Petaluma. The contractor must furnish all labor, materials, tools, equipment, and supervision necessary to complete the work in accordance with applicable codes, standards, and regulations.

2.0 SPECIFIC REQUIREMENTS/TASKS
Perform necessary repairs or replacements of system components to restore full functionality, and conduct comprehensive testing in each affected building to ensure proper operation and compliance with applicable standards.

The Contractor must inspect the following fire panels and resolve all trouble alarms:

Building	Trouble on Fire Alarm Panel	FACP Location	Panel Type
101 Pass & ID	SD WOMENS RESTROOM 107	MECH. ROOM NEXT TO BACK ENTRANCE	Siemens / XLS
443 CDC	FIRE ALARM PANEL SCREEN UNREADABLE, UNKNOWN TROUBLE	MECH ROOM BEHIND LAUNDRY ROOM	Siemens / XLS
543 Juliet Nichols Building	LARGE AMOUNT OF TROUBLES, 46 TROUBLES AS OF 5/27/2026	2ND FLOOR SOUTHWEST MECH. ROOM	Siemens / MXL (XLS)

Building	Trouble on Fire Alarm Panel	FACP Location	Panel Type
165 Supply	1FL PS SOUTH WAREHOUSE EXIT DC	MAIN ENTRANCE	Siemens / XLS
160 Upper FE Maintenance Shops	B160 PS BY CARPENTER SHOP	OUTSIDE DC CHIEFS OFFICE	Siemens / MXL (XLS)
550 Steadman Hall	MLC LOOP 7&8, POSITIVE GROUND FAULT	MAIN LOBBY	Siemens / MXL (XLS)
551 Horsley Hall	21 TROUBLES, UNKNOWN TYPE, CUSTOM MESSAGE NOT PROGRAMMED	ROOM E101, FIRST FLOOR NEAR ELEVATOR	Siemens / MXL (XLS)
560 Lower Galley	S. BUILDING PIV TAMPER	NORTH EAST ENTRANCE	Siemens / MXL (XLS)
124 H complex	INTERMITTENT PIV TROUBLE, NOT CURRENTLY ON PANEL	BLDG. 123, 1ST FLOOR HALLWAY	Siemens / MXL (XLS)
225 Medical	DLC LOOP 1 FACP, NEGATIVE GROUND FAULT	MAIN LOBBY	Siemens / XLS
544 Bauer	1ST FL. PAD-3 ELEC RM#106	ROOM 106	Siemens / MXL (XLS)
253 Pool	HEAT DET CHLORINE EM 2-8, XDLC @ ADDRESS 2	PUMP ROOM	Siemens / XLS

2.1 TASK ONE. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 101 PANEL
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Bldg 101 Pass & ID Office Siemens XLS fire alarm panel.

2.2 TASK TWO. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 443 PANEL
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Child Development Center Bldg 443 Siemens XLS fire alarm panel.

2.3 TASK THREE. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 543 PANEL
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Juliet Nichols Bldg 543 Siemens MXL/XLS fire alarm panel.

2.4 TASK FOUR. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 165 PANEL
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Supply Bldg 165 Siemens XLS fire alarm panel.

2.5 TASK FIVE. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 160
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Facilities Engineering Bldg 160 Siemens MXL/XLS fire alarm panel.

2.6 TASK SIX. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 550
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Steadman Hall Bldg 550 Siemens MXL/XLS fire alarm panel.

2.7 TASK SEVEN. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 551
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Horsley Hall Bldg 551 Siemens MXL/XLS fire alarm panel.

2.8 TASK EIGHT. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 560
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Lower Galley Bldg 560 Siemens MXL/XLS fire alarm panel.

2.9 TASK NINE. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 123
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for H-Complex Bldg 123 Siemens MXL/XLS fire alarm panel.

2.10 TASK TEN. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 225
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Medical Bldg 225 Siemens MXL/XLS fire alarm panel.

2.11 TASK ELEVEN. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 544
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for Bauer Bldg 544 Siemens MXL/XLS fire alarm panel.

2.12 TASK TWELVE. INSPECT AND RESOLVE TROUBLE ALARM(S) FOR BLDG 253
Conduct a detailed investigation to identify the root cause(s) of trouble alarm(s) for the Aquatics Center Bldg 253 Siemens MXL/XLS fire alarm panel.

3.0 CONTRACTOR PERSONNEL

3.1 QUALIFIED PERSONNEL
The Contractor must provide qualified personnel to perform all requirements specified in this SOW.

The contractor must provide personnel holding a NICET Level 2 certification or C10 certification (C16 for sprinkler systems).

- **NICET Level 2 Certification Requirements:**
  - A minimum of 2 years of fire detection and signaling systems experience.
  - Must include at least 12 months of fire alarm systems experience (including alarm and detection, notification, sprinkler monitoring, and interfaces/controls for agent releasing

suppression systems) in roles such as installation, inspection, testing, commissioning, technical system estimating/sales, or plan preparation/maintenance.

- **C-10 Electrical Contractor License (California):**
  - Requires 4 years of journeyman-level experience in electrical work within the past 10 years, verifiable through documentation.
  - C-10 holders can legally perform low-voltage systems work (equivalent to C-7 work), residential/commercial/industrial wiring, solar PV systems, EV charging stations, panel upgrades, and generator installations.
  - Limitations: Cannot perform fire protection system installation/servicing that requires a C-16 Fire Protection license.
- **C-16 Fire Protection Contractor License (California):**
  - Allows installation, maintenance, and repair of various fire protection systems (including fire sprinklers, fire alarms, and water-based extinguishing systems).
  - Limitations: The scope is strictly limited to fire protection systems and does not encompass general electrical work or electrical alarm systems outside the realm of fire safety systems. To perform general electrical tasks, a separate C-10 license is required.

3.2 CONTINUITY OF SUPPORT
The Contractor must ensure that the contractually required level of support for this requirement is maintained at all times. The Contractor must ensure that all contract support personnel are present for all hours of the workday. If for any reason the Contractor staffing levels are not maintained due to vacation, leave, appointments, etc., and replacement personnel will not be provided, the Contractor must provide e-mail notification to the Government Technical Representative prior to employee absence. Otherwise, the Contractor must provide a fully qualified replacement.

3.3 EMPLOYEE IDENTIFICATION

3.3.1 Contractor employees visiting Government facilities must wear an identification badge that, at a minimum, displays the Contractor name, the employee's photo, name, clearance-level and badge expiration date. Visiting Contractor employees must comply with all Government escort rules and requirements. All Contractor employees must identify themselves as Contractors when their status is not readily apparent and display all identification and visitor badges in plain view above the waist at all times.

3.3.2 Contractor employees working on-site at Government facilities must wear a Government issued identification badge. All Contractor employees must identify themselves as Contractors when their status is not readily apparent (in meetings, when answering Government telephones, in e-mail messages, etc.) and display the Government issued badge in plain view above the waist at all times.

3.4 EMPLOYEE CONDUCT
Contractor's employees must comply with all applicable Government regulations, policies and procedures (e.g., fire, safety, sanitation, environmental protection, security, "off limits" areas, wearing of parts of DHS uniforms, and possession of weapons) when visiting or working at Government facilities. The Contractor must ensure Contractor employees present a professional appearance at all times and that their conduct must not reflect discredit on the

United States or the Department of Homeland Security. The Project Manager must ensure Contractor employees understand and abide by Department of Homeland Security established rules, regulations and policies concerning safety and security.

3.5 REMOVING EMPLOYEES FOR MISCONDUCT OR SECURITY REASONS
The Government may, at its sole discretion (via the Contracting Officer*), direct the Contractor to remove any Contractor employee from DHS facilities for misconduct or security reasons. Removal does not relieve the Contractor of the responsibility to continue providing the services required under the contract. The Contracting Officer will provide the Contractor with a written explanation to support any request to remove an employee.

4.0 OTHER APPLICABLE CONDITIONS

4.1 SECURITY
Contractor access to classified information is not currently required under this SOW.

4.2 PERIOD OF PERFORMANCE
The period of performance for this contract must not exceed 45 calendar days from the date of award.

4.3 PLACE OF PERFORMANCE
U.S. Coast Guard (USCG) Training Center (TRACEN) Petaluma located at 599 Tomales Road, Petaluma, CA 94952-4154

4.4 HOURS OF OPERATION
Contractor employees must generally perform all work between the hours of 0800 through 1530 PST, Monday through Friday (except Federal holidays). However, there may be occasions when Contractor employees must be required to work other than normal business hours, including weekends and holidays, to fulfill requirements under this SOW.

4.5 TRAVEL
Contractor travel must not be required for this requirement.

4.6 GENERAL REPORT REQUIREMENTS
The Contractor must provide all written reports in electronic format with read/write capability using applications that are compatible with DHS workstations (Microsoft Office Applications).

5.0 GOVERNMENT FURNISHED RESOURCES
The contractor will be granted access to buildings and existing system documentation. Utility access and escorts will be coordinated by the Government. No equipment will be furnished by the Government in support of this contract. The Contractor must use Government furnished information, data and documents only for the performance of work under this contract, and must be responsible for returning all Government furnished information, data and documents to the Government at the end of the performance period. The Contractor must not release Government furnished information, data and documents to outside parties without the prior and explicit consent of the Contracting Officer.

6.0 CONTRACTOR FURNISHED PROPERTY
The Contractor must furnish all facilities, materials, equipment and services necessary to fulfill the requirements of this contract, except for the Government Furnished Resources specified in SOW 2.0 and SOW 5.0.

7.0 DELIVERABLES
The Contractor must consider items in **BOLD** as having mandatory due dates. Items in *italics* are deliverables or events that must be reviewed and/or approved by the Government Tech Rep prior to proceeding to next deliverable or event in this SOW.

ITEM	DELIVERABLE / EVENT	DUE BY	DISTRIBUTION
1	**Written Report of Work Performed**	NLT 10 days after completion	Government Technical Representative, Contracting Officer