UNITED STATES DEPARTMENT OF AGRICULTURE
NATIONAL AGRICULTURAL LIBRARY
FACILITIES SERVICE
10301 BALTIMORE AVENUE
BELTSVILLE, MARYLAND 20705-2350

STATEMENT OF WORK AND SPECIFICATION

TO

REPAIR BASEBOARD HEAT PIPE AND BRICK

January 9, 2026

C.1 GENERAL INFORMATION

C.1.1 NOT USED

C.1.3 SCOPE OF WORK

C.1.3.1 The service provider (SP) shall repair several leaking sections of a baseboard heat hot water pipe located on the ground floor.

C.1.4 PERSONNEL

C.1.4.1 The SP shall furnish fully trained and qualified personnel to accomplish tasks outlined in this work statement. All SP employees shall be U.S. citizens. A U.S. citizen is defined as an individual who is native born, naturalized, or derived citizenship from U.S. parent(s). An individual possessing a "green card" (permanent resident alien) is not considered a U.S. citizen. The SP shall employ only persons able to speak, read, write, understand and communicate in English.

C.1.4.2 All personnel employed by the SP or any representative of the SP entering Government property shall obey instructions, rules, regulations, or operating procedures that apply to National Agricultural Library (NAL). SP shall be responsible for maintaining satisfactory standards of employee professionalism, competency, conduct, appearance, and integrity in accordance with the Department of Agriculture Human Resources Management Employee Responsibilities and Conduct Personnel Bulletin (735-1) (accessible at http://www.usda-ethics.net). The Government reserves the right to require removal from the work location of any SP employee who endangers persons or property or whose continued employment is inconsistent with the interests of the Government as determined by the CO.

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C.1.5 OPERATION CONDITIONS

C.1.5.1 Normal working conditions NAL entail risks associated with facility maintenance.

C.1.5.2 NAL's normal business hours are 5 days per week, Monday through Friday (excluding federal holidays), from 0800 to 1630 EST / EDT.

C.1.5.3 Federal holidays are listed below for information. The SP is not required to staff NAL during holidays.

NEW YEARS DAY	LABOR DAY
M.L. KING JR BIRTHDAY	COLUMBUS DAY
PRESIDENTS' DAY	VETERANS' DAY
MEMORIAL DAY	THANKSGIVING DAY

JUNETEENTH	CHRISTMAS DAY
INDEPENDENCE DAY	
Other days or partial days designated by Federal statute, Executive Order, Presidential Proclamation, or the facility Director.	

C.1.6 NOT USED

C.1.7 PHYSICAL SECURITY

C.1.7.1 The SP must comply with USDA, ARS, NAL, and associated worksite security policies and procedures and any other security measures or directives that are implemented for the protection of personnel, facilities, and other Government assets.

C.1.8 SAFETY, HEALTH, AND ENVIRONMENTAL PROTECTION

C.1.8.1 ACKNOWLEDGEMENT OF RISKS

C.1.8.1.1 The SP shall provide its personnel with full and realistic information pertaining to the potential hazards of their work at NAL. SP is responsible for its employees' compliance with health and safety procedures and is liable for any consequences of its employees' failure to comply with known or common-sense health and safety procedures or practices.

C.1.8.2 COMPLIANCE

C.1.8.2.1 The SP shall actively support NAL safety, health, environmental protection, and hazardous waste programs by ensuring compliance with Federal, state, and local environmental, safety, and health laws and regulations.

C.1.8.2.2 The SP shall allow access to areas under SP control for environmental inspections to determine compliance with Federal, state, and local environmental policies, regulations, and procedures. Any records requested by a regulatory authority must be produced in the timeframe imposed by that authority.

C.1.8.3 OCCUPATIONAL SAFETY, HEALTH, & ACCIDENT PREVENTION

C.1.8.3.1 The SP shall perform the requirements of this SOW in compliance with Federal, state, and local safety and health laws and regulations. The SP shall comply with the Occupational Safety and Health Act (OSHA) (Public Law 91-596) and the resulting OSHA Standards 29 Code CFR 1910 and 1926 to protect Government resources and the general public. The SP shall follow OSHA criteria as they pertain to occupational safety and health for its employees.

C.1.8.4 HAZARDOUS MATERIAL CONTROL

C.1.8.4.1 The contractor must review the Asbestos Management Plan periodically and before any work that may disturb asbestos.

C.1.8.4.2 The contractor must test for lead paint before performing any work that may disturb any paint.

C.1.9 AGENCY PROGRAMS – NOT USED

C1.10 FIELD VERIFICATION

The SP shall field verify all new and existing dimensions affecting the work of this contract before ordering products.

C.2 SPECIFIC TASKS / REQUIREMENTS

C.2.1 SP shall complete all work, which includes furnishing all supervision, labor, material, equipment, and services to repair a leak in the basement baseboard hot water pipe at NAL. All work shall be performed in accordance with the International Mechanical Code (IMC), and all applicable ASHRAE, Federal, State, and local laws, building codes and regulations.

The SP shall remove 5 sections of the brick column to expose the leaking baseboard hot water pipes. The SP shall investigate the pipe leaks to determine how much piping, pipe connections and valves have significant failure. The contractor shall replace up to 300 feet of piping, pipe connections, & valves. Upon completion of the repair the SP shall perform a leak test to ensure no other leaks are present at the job location. Upon a successful leak test the SP shall insulate the area of repair to match the existing undisturbed insulation.

Baseboard Heater Hot Water Pipe

1. **Installation & Testing: The contractor shall provide all labor and materials to**
    a. Remove sections of the brick columns for 5 sections of baseboard heaters located on the ground floor
    b. Investigate the leaking pipe sections to determine the exact damage
    c. Replace a up to 60’ of steel pipe, pipe connections, & valves per section for a total of 300’.
    d. Leak test the system
    e. Place the system back in service
    f. Insulate the new pipe
    g. Install the brick column sections of disturbance to match the existing with government supplied brick. The contractor shall be responsible for proper mortar mix to match the existing.

C.3 PHOTOS

Figure 1: Baseboard Heater & Bricks Sections (typical)

Figure 2: Baseboard Heater & Bricks Sections (typical)

Figure 1: Baseboard Heater Sections (typical)

C.5 DELIVERABLES

The contractor shall provide the following deliverables in the performance of this SOW. A description of materials is listed on the SUBMITTAL REGISTER.

#	Title	Description	Due Date
1	Schedule	The contractor shall provide a project schedule outlining the milestones of the task order.	NLT 5 days after the notice to proceed.
2	Material Submittals	The contractor shall provide submittal data from the materials listed on the submittal register.	Within 14 days after the notice to proceed.
3	Ordered materials	The contractor shall provide an order sheet with all materials listed.	NLT 3 days after receiving the delivery slip.
4	Final report	The contractor shall provide a final report of all tasks completed.	NLT 5 days after the final walk through
5	Warranty	The contractor shall provide a one-year warranty.	At the time of the final payment request & contract closeout.

END OF SECTION