SCOPE OF WORK

LINCOLN MEMORIAL REFLECING POOL WATER TREATMENT OPERATIONS

Revised 5-13-2025

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NATIONAL MALL AND MEMORIAL PARKS

LINCOLN MEMORIAL REFLECING POOL WATER TREATMENT OPERATIONS

1.BACKGROUND

The National Mall and Memorial Parks (NAMA) is tasked with the stewardship and maintenance of the Lincoln Memorial Reflecting Pool (LMRP). The water within the pool is continuously circulated through the Water Treatment Plant (WTP), where it undergoes filtration and is treated with ozone to ensure optimal water quality.

The Lincoln Memorial Reflecting Pool is located between the Lincoln Memorial to the west and the World War II Memorial to the east. The pool spans 2,029 feet in length and 167 feet in width, with a total capacity of 4 million gallons of water.

In 2010, the Reflecting Pool underwent reconstruction. As part of the reconstruction, a WTP was constructed to alleviate stagnant water in the reflecting pool. The Reflecting Pool and WTP were opened in August 2012. Since 2012 the WTP was operated by NPS employees and a contractor.

2. PURPOSE

The purpose of this contract is to ensure the effective and efficient maintenance and operation of the water treatment plant, its structure, and associated equipment and systems related to the Lincoln Memorial Reflecting Pool (LMRP). This includes delivering high-quality water treatment operations to achieve cleanliness and clarity within the pool, as well as performing the proper preventative maintenance to promote the longevity of the system. NAMA aims to award a contract for preventative and corrective maintenance services to a qualified contractor capable of maintaining the WTP and the LMRP.

3. LOCATION

All work is in the National Mall and Memorial Parks at the Lincoln Memorial Reflecting Pool and Water Treatment Plant.

4. SCOPE OF WORK

Independently and not as an agent of the government, the contractor shall furnish all supplies, materials (excluding replacement parts), labor, labor supervision, tools, equipment and travel necessary to perform the preventative and corrective maintenance, as well as all operations for the LMRP. The work shall include but is not limited to the following:

A. The Water Treatment Operator, or equivalent operators, along with any assistant operators (collectively referred to herein as "Operator"), shall be an individual or individuals with significant and relevant experience (minimum of 5 years) in the operation, maintenance, troubleshooting, adjustment, and repair of water treatment systems of similar design, operational parameters, demands, and complexity, utilizing equipment comparable to that of the Lincoln Memorial Reflecting Pool (Reflecting Pool) water treatment system. Due to the complexity of the OZONE system, it is required that the Operator have Class II water treatment licenses or equivalent ABC water treatment license, as well as a Safety Trained Supervisor (STS) certification including 30 hours of OSHA training relevant to the system being operated, along with confined space certification. Contractor to provide proof of certifications/licenses with proposal.

B. The Operator shall provide services onsite at the Reflecting Pool, at the Reflecting Pool Water Treatment Building, and as necessary at all appurtenant infrastructures on and adjacent to the Memorial grounds. It is expected that the Operator will be present on-site to perform required services on a regular periodic basis; with time on-site not limited to normal business hours, potentially spread across each 24-hour and 7-day period as necessary to provide services and keep the system running correctly and efficiently. The operator shall report daily, maintain logs of all work completed, and manage preventive and corrective maintenance requirements. The operator is responsible for identifying and providing the NPS with a list of necessary equipment and materials to maintain the facility structure, systems and all equipment associated with the system. The NPS will supply all repair-parts etc., while the operator provides all labor to install and make all necessary repairs. The operator will be required to report for emergencies within 2 hours after service call is placed. The operator will report as requested by NPS within 8 hours for routine requirements and site management.

C. The Operator shall work closely with and alongside NPS personnel as required with the goal of assisting NPS personnel in acquiring the necessary knowledge and understanding of the operational and maintenance requirements of the treatment system to assist NPS personnel in becoming fully proficient in all operational and maintenance aspects of the system.

D. The Operator shall be capable of and will be expected to monitor and troubleshoot all aspects of the Reflecting Pool water treatment system. The Operator shall communicate and coordinate closely with NPS representatives to recommend, discuss, and, when appropriate, implement adjustments or modifications to operational procedures.

E. The Operator shall possess the capability to analyze the performance of all aspects of the Reflecting Pool water treatment system. Additionally, the Operator shall coordinate closely with NPS representatives to recommend and discuss, if necessary, modifications/changes to the treatment system operational protocol, equipment, and/or infrastructure.

F. The Operator shall be accessible via telephone and email on short notice and must have the ability to respond to the site promptly in order to respond to critical situations. For this reason, it is preferable that the primary Operator reside in the local Washington, DC commuting area.

G. The Operator will be expected to log and track all activities performed by themselves and others on the system in accordance with standard industry practices. The Operator may be required to provide written summary reports to the NPS, via email. Additionally, the Operator shall maintain and update the system operational and maintenance (O&M) checklists, maintenance logs, etc. as required.

H. The Operator shall electronically record logs in Excel spreadsheets or other approved programs as designated by the National Park Service, with format agreements established between the contractor and Contracting Officers Representative (COR). The Contractor will be required to utilize a computer for logging activities and to transmit any logs via email as requested by the Park. The Park will not provide internet service at the site.

I. The Operator shall collaborate with the COR to perform a comprehensive cleaning and inspection of the Reflecting Pool once a year, during the designated time by the COR. This procedure is typically expected to take place over a two-week period in February March timeframe.

J. The Operator shall perform pressure tests on all supply and return lines annually, coinciding with the cleaning of the pool. Pressure tests will be conducted on the piping from the pool to the supply and return trunk lines that run parallel to the southside of the pool.

K. NPS will provide parking for the operator and the NPS will be responsible for all special permits for parking when there are events.

L. The contractor shall provide engineering assistance to the NPS as needed regarding the operation and maintenance issues of the Reflecting Pool treatment systems. Assistance may include participating in telephone conference calls, contacting and communicating with equipment manufacturers, performing technical analyses, providing technical recommendations, etc.

M. The Operator shall provide on-site inspection and support as needed during periods when the pool has been drained and is in the process of being cleaned. Inspection shall include, but not limited to, jetting all distribution and return lines and repairing any necessary grates and covers. Examples of support may include labor for marking and protecting distribution and return line grates and covers, as well as starting and stopping plant equipment as necessary to facilitate the clearing pool and trough.

N. It is recommended that the contractor provide an electric golf cart for efficient moving between the treatment plant building and the pool. This will facilitate the transportation of tools, supplies, and personnel around the property. The Park will not provide any transportation equipment.

O. Contractor shall provide manual debris, animal droppings, leaf, etc. removal/cleaning on a daily basis in and around the pool to include the walkway immediately around the pool.

P. The contractor shall report all dead animals found in or immediately around the pool itself to the COR.

4.1 TASKS

Although the NPS will retain ultimate responsibility and authority for the Reflecting Pool and treatment system, the Operator shall perform all necessary work associated with the operation and maintenance of the Reflecting Pool water treatment system as directed by NPS. Services to be provided and work to be performed shall include, but are not necessarily limited to:

- Operation of all mechanical, electronic, etc. water treatment equipment and controls integral to the Reflecting Pool water treatment system.
- Adjustment (as necessary) and maintenance of all mechanical, electronic, etc. water treatment equipment and controls.
- Operation of and adjustment/coordination and oversight for reprogramming (as necessary) of all electronic system controls.
- Manual cleaning/clearing of all filters, skimmers, etc. (as necessary) are a part of the Reflecting Pool water treatment system, including those in the Pool itself.
- Maintain an operational log record.
- Remove and legally discard large amounts of debris, pollen, and sludge on a daily basis from the Reflecting Pool.
- Pressure washing of coping stone around the pool monthly and as directed by the NPS (to be done between 11PM – 5AM).
- Once a year assist with the full drainage, inspection and cleaning of the reflecting pool.
- Manual applications of chemicals as directed by the COR, chemicals will be purchased by the Park.
- Inspection and maintenance of the Dual Vortex Separators, confined space entry. (DDOE Compliance)
- Trash and waste removal after special events (i.e., Fourth of July celebration, and other events as identified by the COR).
- Yearly camera inspection and jetting of supply and return lines.

- Update basic preventive maintenance schedule and operational maintenance guide as required.

5. DELIVERABLE AND DELIVERY SCHEDULE

The contractor shall provide the following deliverables. Additional deliverables may be required in the scope section of the SOW, but not listed below. This does not relieve the contractor of fulfilling the requirement.

End Result/Deliverable(s)	**Schedule/Milestone(s)**	**Delivery Location**
Perform all Preventative Maintenance for WTP equipment	Daily, Monthly, Annually	Perform at WTP
Perform all Corrective Maintenance for WTP equipment	Per occurrence	Perform at WTP
Adjustments to WTP equipment	As needed	Perform at WTP
Clean filters, skimmers, etc.	Daily, and/or as needed	Perform at WTP
Discard Debris, Pollen, leaves, etc.	Daily, and/or as needed	Perform at WTP
Clean coping stones	Monthly	At LMRP
Manually disinfect pool	As needed	At LMRP
Inspect and clean Dual Vortex Separator	Annually	At WTP/LMRP
Special Event trash/debris removal	Per occurrence	At LMRP
Camera inspection and jetting of supply and return lines	Annually	At LMRP/WTP
Yearly drainage, inspection and cleaning of reflecting pool	Annually	At LMRP/WTP
Log of all Activities to include corrective and preventative maintenance	10th of each month	Via email to COR and CO

Written Summary Reports	Per occurrence	Via email to COR and CO
Maintain and Update System O&M Checklists, Maintenance Logs, etc.	Ongoing	Via email to COR and CO
List of necessary equipment and materials to maintain the facility	Ongoing	Via email to COR and CO

6.SECURITY CLEARANCE

All Contractors' employees that perform work associated with this contract must pass a background check performed by the United States Park Police (USPP) and remain in good standing through the duration of this contract. It is the Contractor's responsibility to notify the NPS and USPP of any employee that has situation that may impact the good standing of their background check.

7. CONTRACTING OFFICER'S REPRESENTATIVE (COR)

For the purpose of this contract, the COR will be announced at the time of award. The COR is responsible for: (1) monitoring the contractor's technical progress including the surveillance and assessment of performance and recommending to the Contracting Officer changes in requirements; (2) interpreting the Scope of Work; (3) performing technical evaluation as required; (4) performing technical inspections and acceptances required by this contract; and (5) assisting the Contracting Officer *in* the resolution of technical problems encountered during performance.

THE CONTRACTING OFFICER IS RESPONSIBLE AND HAS THE SOLE AUTHORITY FOR DIRECTING AND/OR NEGOTIATING ANY CHANGES IN THE TERMS, CONDITIONS, OR AMOUNTS CITED IN THE CONTRACT. INCREASES IN THE SCOPE OF WORK SHALL BE APPROVED ONLY BY THE CONTRACTING OFFICER

For guidance from the COR to the contractor to be valid, it must: (1) be consistent with the description of work set forth in this CONTRACT; (2) not constitute new assignment of work or change to the expressed terms, conditions, or specifications. incorporated into this contract; (3) not constitute a basis for an extension to the period of performance or contract delivery schedule; and (4) not constitute a basis for any increase in the total contract value.

8. CONTRACTOR'S REPRESENTATIVE

Upon contract award, the Contractor shall provide to the CO, the name, phone number and cellular phone number of the Contractor's representative and an alternate contact who is responsible for overseeing the performance of this contract. This person must be able to make decisions for the company. The Contractor's representative will report to the COR.

9. PERIOD OF PERFORMANCE

The period of performance for this contract shall be from date of award to one calendar year. The Government will retain the right to award up to 4 (four) subsequent option years based on need and past performance of the awarded vendor.

10. TRAVEL

The contractor shall be responsible for all travel necessary to complete the work described in the Scope of Work.

11. LOSS OR DAMAGE

If due to fault, neglect, dishonesty of the contractor, his agency or employees, loss or damage to government property is incurred during the performance of this task order, the contractor shall be responsible for the same. The government, at its option, in lieu of repayment, may require the contractor to replace at his own expense, all property as directed by the Contracting Officer.

12. SAFETY

The work area shall be maintained in a clean and safe condition at all times. All personnel providing service on-site shall have pictured identification and uniform displaying the name of the company. All on-site vehicles will also be marked with the company name. The contractor shall, with the use of barricades, ropes, signs, or audible signals, take all necessary precautions for the protection of the work and safety of the public. Any accident or incident, in regards to the work under this task order, shall be reported immediately, in writing, to the Contracting Officer in accordance with FAR 52.236-13 Accident Prevention (NOV 1991).

14. GOVERNMENT FURNISHED PROPERTY

Government will provide key to access WTP.
Government will provide parking pass for selected contractor.
Government will provide all system O&M Manuals, Operators Manuals, and As-Built Construction Drawings, when available.
Government will provide supplies and replacement equipment as identified and agreed upon by the NPS.

15. REPORTS

Monthly reports will be sent to the COR via email to the NAMA_FacilityManagement@nps.gov address as well as the CORs email address (will be provided at award). Reports will be in an

agreed upon format between the contractor and COR. Reports will have the required information from the above table; section 5 Deliverables.

16. INVOICE REQUIREMENTS

Acceptance will be given by the COR after an inspection and verification of the work performed as defined in the contract specifications.

The Contractor shall submit all invoices through www.ipp.gov as well as upload a copy of the invoice as an attachment through IP. Invoices must be submitted on a monthly basis. Failure of the contractor to attach the documents through IPP.gov will result in the invoice being rejected.