PERFORMANCE WORK STATEMENT – SCOPE OF WORK
U.S. COAST GUARD STATION SIUSLAW RIVER, FLORENCE OREGON, REPAIR BOATHOUSE ROOF AND REPLACE DAMAGED SHEETROCK WITH PLYWOOD

SECTION 1 – GENERAL INFORMATION

1.1 Scope of Work

The contractor shall provide all personnel, equipment, tools, transportation, supervision and other items and services necessary to ensure replacement of corroded sheet metal roof panels and damaged sheetrock in a boathouse. The contractor must perform to the standards in this Scope of Work (SOW) contract. All requests for site visits or delivery/installation must be scheduled through the POC. One key POC, although subject to change, for this contract is:
MK1 Ryan Moritz ; 206-815-6720
email: ryan.a.moritz@uscg.mil.

1.1.1 Place of Performance

USCG STATION SIUSLAW RIVER WATCH TOWER
4255 Coast Guard Rd.
Florence, OR 97439
206-815-6720

Approx. Coordinates: 44°01'06.8"N 124°08'10.8"W

1.2 Contractor Personnel

1.2.1 Contract Manager

The contractor must provide a contract manager who must be responsible for the performance of the work.

1.2.1.1 The contract manager or alternate(s) must have full authority to act for the contractor on all contract matters relating to daily operation of this contract

1.2.1.2 The contact manager and alternate or alternates must be able to read, write, speak, and understand the English language.

1.2.2 Contractor employees

The contractor must not employ persons for work on this contract if such employee is considered by the contracting officer to be a potential threat to the health, safety, security, general well-being, or operational mission of the installation and its population.

1.2.2.1 Contactor personnel must present a neat appearance and be easily recognized as contractor employees.

1.2.2.2 The contractor must not employ any person who is an employee of the U. S. Government if employing that person would create a conflict of interest. Additionally, the contractor must not employ any person who is an employee of the U. S. Coast Guard unless such person seeks and receives approval according to U. S. Coast Guard regulations.

1.2.3 Security requirements

Due to heightened Security at USCG Facilities, all contractor employees performing tasks related to this SOW, while onboard a Coast Guard facility, shall have proper valid identification. Time spent undergoing entrance to USCG facilities will not be considered a government delay of work or differing site condition.

1.3 Hours of Operation – Projected Date of Completion

The contractor must perform the tasks as required by the SOW under this contract during the following hours: Monday through Friday between 08:00 am and 16:00 pm unless other time is specified.
1.3.1 Holidays: If applicable.
1.3.2 Special event, or adjusted work hours: If circumstances should arise wherein the contractor desires a different

work schedule as required in section 1.3 above, the contractor must request the same in writing. Submit written request to the Contracting Point of Contact (POC) a minimum of 24 hours before the requested adjusted work schedule. If the desired schedule change is to be effective on a Monday, the request must be submitted to the (POC) prior to 9:00am on the Friday prior to commencement of work.

1.4 Invoicing
In conjunction with the subject award, proper invoices will be submitted through the Invoice Processing Platform (IPP) at https://www.ipp.gov/. IPP is a secure web-based electronic invoicing system provided by the U.S. Department of the Treasury's Bureau of the Fiscal Service in partnership with the Federal Reserve Bank of St. Louis (FRSTL). IPP is available at no cost to any commercial vendor or independent contractor doing business with a participating government agency.

Actions to take:
If you are already enrolled in IPP**:**
If your company is already registered to use IPP, you will not be required to re-register and you do not need to contact IPP.

If you are NOT already enrolled in IPP:
The point of contact you provided in your SAM.gov registration will receive two emails from ipp.noreply@mail.eroc.twai.gov. Please note that emails from this email address may filter into your spam or junk folder:

1. The first email will have the IPP Logon ID and a link to the IPP application.

2. A second email, which will be sent within 24 hours of the first email, contains a temporary password.

Once your contact receives these emails, please ensure they log into IPP and complete the registration process.

Once registered to use IPP, your company may submit invoices electronically, receive e-mail notifications when requests are paid, view payment history, and access remittance downloads. The e-mail notification of payment is sent when a payment is distributed to your bank account and may include the following payment information: Date of payment, dollar amount, invoice number, paying agency, payee name, and ACH trace number.

Vendor training materials, including a first time login tutorial, are available on the https://www.ipp.gov/ website. Once you have logged in to the IPP application, you will have access to user guides that provide step-by-step instructions for all IPP capabilities, ranging from creating and submitting an invoice to setting up email notifications. Live webinars are held monthly and provide a great opportunity to learn the basic of the system and to call in and ask the IPP team questions about the IPP application.

IPP Customer Support is available to assist users of the system and can answer your questions related to accessing IPP or completing the registration process.
- Toll-free number: 866-973-3131
- Email address: IPPCustomerSupport@fiscal.treasury.gov
- Hours of operation: Monday through Friday (excluding bank holidays) from 8:00 am - 6:00 pm ET

SECTION 2 – DEFINITIONS

2.1 General Definitions
When the (SOW), solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulations (FAR), the word or term has the same meaning as the definition as contained in section 2.101 of the FAR. The FAR index is available via the Internet at http://www.acqnet.gov at the end of the FAR, after the FAR Appendix.

2.1.1 Defective Service: A service or commodity output that does not meet the standard of performance requirement specified in the contract for that service or commodity.

2.1.2 Quality Assurance: A planned and systematic pattern of all government actions necessary to provide confidence

that adequate technical requirements are established; products and services conform to established technical requirements; and satisfactory performance is achieved. Quality assurance refers to actions by the government assurance functions for a contracted service.

2.1.2 Quality Control: Those actions taken by a contractor to control the production of outputs to ensure that they conform to the contract requirements.

2.1.3 Technical Definitions: Not applicable to contract.

SECTION 3 – GOVERNMENT FURNISHED PROPERTY AND SERVICES

3.1 General Information:
The Government must provide the facilities, equipment, materials, and services listed here:

3.1.1 Government Furnished Facilities:
3.1.1.1 See Section 1.1.1

3.2.1 Government Furnished Equipment:
3.2.1.1 The following utilities are available for use at no cost by the contractor:
3.2.1.1.2 Single Phase Electricity, 120 Volt
3.2.1.1.3 Potable Water
3.3.1 Government Furnished Material: None.

SECTION 4 – CONTRACTOR FURNISHED ITEMS AND SERVICES
Except for those items, services, or commodities specifically stated in section 3 above as government furnished, the contractor must furnish everything needed to perform this contract according to all its terms.

SECTION 5 – SPECIFIC TASKS
The contractor will replace corroded sheet metal roof panels and flashing to ensure watertight integrity. And remove and dispose of approximately 1200 sq ft of sheetrock and reinstall marine grade plywood suitable for a moist marine environment.

5.2 Detailed Tasks:
5.2.1 The contractor shall remove and dispose of all roof panels that have holes or signs of corrosion, approximately 3 panels or 50 sq ft.
5.2.2 Remove and dispose of any gable end or roofline flashing that is corroded, but specifically on the south gable end and the south end of the western roofline.
5.2.3 Prepare wooden rafters underneath to receive new roof panels.
5.2.4 Procure and install new 24-gauge metal roof panels and flashing with a similar red color to existing panels
5.2.5 Install new panels and flashing with #14 fasteners and rubber washers
5.2.6 Remove and dispose of all sheetrock on the walls and ceiling of upstairs closet and workshop, and downstairs engineer shop.
5.2.7 Prepare existing studs to receive marine grade plywood, replace or sister studs if necessary.
5.2.8 Temporarily remove electrical and other interferences that may hinder plywood installation.
5.2.9 Install new 5/8” marine grade plywood suitable for a moist environment on walls and ceiling. Attach with 2” corrosion resistant deck screws.
5.2.10 Reinstall interferences

5.3 Other:
5.3.1 All work shall be performed in a workmanship like manner utilizing OSHA Safety and Health Standards.

5.4 Interferences:
5.4.1 The contractor shall be responsible for any/all interferences that may be encountered while completing this SOW.

5.5 Safety:
All work shall be conducted in a safe manner and shall comply with all applicable Federal, State, and local safety standards and requirements. The US Coast Guard reserves the right to inspect for compliance with safety standards and requirements. The Contractor shall comply with all Federal, State, and local laws, including OSHA.

5.6 Operations and Storage Facilities:
The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the on-site representative with the concurrence of the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.

SECTION 6 – TESTING AND ACCEPTANCE

6.1 Testing
6.1.1 The contractor shall document and certify operational functionality test.

6.2 Acceptance
6.2.1 Acceptance on behalf of the government will be made by the POC as attested to / witnessed by signatures on the contractor generated document / form per section 6.1.1. above.

SECTION 7 – APPLICABLE PUBLICATIONS AND FORMS

Publications and forms that apply to the (SOW) are listed below. The publications and forms have been designated as either mandatory or informational. The contractor is obligated to follow those publications and use those forms designated as mandatory to the extent specified in other sections of this (SOW). The contractor must be guided by those publications or use those forms designated as informational to the extent necessary to accomplish requirement in this (SOW).

7.1 Publications
7.1.1 OSHA Safety and Health Standards, 29 CFR Part 1926 – Safety and Health Regulations for Construction