SOW

USCG STA Depoe Bay Electrical Subpanel

USCG STA Depoe Bay 240 Coast Guard Dr. Depoe Bay, OR 97341

PART 1 - GENERAL

1 - Scope Of Work

The intent of this Statement of Work (SOW) is to have the contractor provide, install and wire in a new electrical subpanel to add additional circuits supplied by Emergency Backup Generator. The contractor will provide all labor, materials, services, equipment, and supervision needed to complete the installation at U.S. Coast Guard Station Depoe Bay, located at 240 Coast Guard Dr., Depoe Bay, OR 97341.

2 - Place of Performance

USCG STA Depoe Bay 240 Coast Guard Dr. Depoe Bay, OR 97341

Period of Performance: Work will need to be completed by August 31, 2026.

Contractor Personnel

Contract Manager

- The contractor must provide a contract manager who must be responsible for the performance of the work.
- 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
- The contact manager and alternate or alternates must be able to read, write, speak, and understand the English language.

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.

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

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.

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.
- Holidays: If applicable.
- Special event, or adjusted work hours: If circumstances should arise wherein the contractor desires a different work schedule as required 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.

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

PART 2 - DEFINITIONS

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.

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.

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.

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

Technical Definitions: Not applicable to contract.

PART 3 - GOVERNMENT FURNISHED PROPERTY AND SERVICES

General Information

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

Government Furnished Equipment:

The following utilities are available for use at no cost by the contractor:

- 120v power supply
- Water supply

Government Furnished Material: None.

PART 4 - CONTRACTOR FURNISHED ITEMS AND SERVICES

Except for those items, services, or commodities specifically stated in part 3 above as government furnished, the contractor must furnish everything needed to perform this contract according to all its terms.

PART 5 - SPECIFIC TASKS

The contractor shall install a new subpanel capable of providing additional circuits for galley, berthing rooms, recreation room, offices and gym at USCG STA Depoe Bay, 240 Coast Guard Dr. Depoe Bay, OR 97341. The installation must meet all relevant electrical codes. The contractor shall provide new schematics/electrical diagrams for the installation. The installation must ensure utilization of proper hardware and materials IAW industry standards, manufacturer's specifications and USCG standards.

DETAILED TASKS

1. The contractor shall mobilize to the work site and prepare the area for safe working conditions, including establishing barriers and verifying power isolation.
2. The contractor shall identify and de-energize the existing electrical system, confirming absence of voltage prior to any work.
3. The contractor shall mount and secure the new electrical sub panel in the designated location, ensuring proper clearances and accessibility.
4. The contractor shall install appropriate conduit, wiring, and grounding/bonding in accordance with applicable codes and standards.
5. The contractor shall connect feeder conductors from the main panel to the sub panel, ensuring proper sizing and termination per manufacturer's specifications.
6. The contractor shall install and label all branch circuit breakers and connect corresponding circuits within the sub panel.
7. The contractor shall conduct thorough testing, including verification of proper voltage, load balancing, grounding integrity, and overall system functionality.
8. The contractor shall restore the work site, remove all tools and debris, and provide a walkthrough of the installation and panel operation to designated personnel.

All tasks shall comply with relevant local, state, and federal regulations, and adhere to industry best practices for safety and quality assurance.

OTHER

1. All work shall be performed in a workmanship-like manner utilizing OSHA Safety and Health Standards.

2. Contractor shall remove all waste and properly dispose of it according to local regulations.
3. The new subpanel installed shall be capable of supplying adequate voltage for systems and fixtures.
4. All electrical work must comply with the National Electrical Code (NEC) and be completed by a licensed electrician.
5. The installation site must be cleaned and restored to its original condition upon completion of the project.
6. Contractor to provide detailed labeling and a schematic of subpanel/diagram.
7. The installed subpanel shall include a warranty of at least one year, covering parts and labor.
8. The contractor must coordinate all work schedules to minimize disruption to site operations, particularly during peak usage times.

Interferences:

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

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.

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.

PART 6 - TESTING AND ACCEPTANCE

Testing

The contractor shall document and certify operational functionality test.

Acceptance

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 "Testing" above.

PART 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).

Publications

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

END