PUERTO RICO AIR NATIONAL GUARD
156TH WING
MUÑIZ AIR NATIONAL GUARD BASE
200 JOSE A. SANTANA AVE, CAROLINA, PR 00979-1502

Statement of Work

TUMR 262104 RPR BLDG 16 Restrooms

156 WG Muñiz Air National Guard Base (ANGB), Puerto Rico (PR)

Prepared by:

156th Civil Engineer Squadron (CES) / Engineering Flight (CEN)

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1.0 DEFINITIONS AND ACRONYMS

1.1.1 Definitions.

1.1.2 CONTRACTOR. A supplier or vendor awarded a contract to provide specific suppliers or services to the government. The term used in this contract refers to the prime.

1.1.3 CONTRACTING OFFICER (KO). A person with authority to enter, administer, and/or terminate contracts, and make related determinations and findings on behalf of the government. Note: The only individual who can legally bind the government.

1.1.4 CONTRACTING OFFICER'S REPRESENTATIVE (COR). An employee of the US Government designated by the Contracting Officer to monitor Contractor's performance. Such appointment shall be in writing and shall state the scope of authority and limitations. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

1.1.5 DEFECTIVE SERVICE. A service output that does not meet the standard of performance associated with the work statement.

1.1.6 DELIVERABLE. Anything that can be physically delivered and included no manufactured things such as meeting minutes or reports.

1.1.7 KEY PERSONNEL. Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the key personnel listed in the Statement of Work. When key personnel are used as an evaluation factor in best value procurement, and offer can be rejected if it does not have a firm commitment from the person that persons that are listed in the proposal.

1.1.8 PHYSICAL SECURITY. Actions that prevent the loss or damage of Government property.

1.1.9 QUALITY ASSURANCE (QA). The Government procedures to verify that services being performed by the Contractor are performed according to acceptable standards.

1.1.10 QUALITY ASSURANCE SURVEILLANCE PLAN (QASP). An organized written document specifying the surveillance methodology to be used for surveillance of Contractor's performance.

1.1.10.1 QUALITY CONTROL (QC). All necessary measures taken by the Contractor to assure that the quality of an end product or service shall meet contract requirements.

1.1.10.2 SUB -CONTRACTOR. One that enters into a contract with a prime contractor. The Government does not have privacy of contract with the sub-contractor.

1.1.11 WORKDAY. The number of hours per day the Contractor provides services in accordance with the contract.

1.1.12 WORK WEEK. Monday through Friday, unless specified otherwise.

1.2 Acronyms.

1.2.1 AEI – Army Enterprise Info Structure

1.2.2 AFARS – Army Federal Acquisition Regulation Supplement

1.2.3 ANG – Air National Guard

1.2.4 ANGB – Air National Guard Base

1.2.5 AR – Army Regulation

1.2.6 AUP – Acceptable Use Policy

1.2.7 BBP – Better Business Practice

1.2.8 CDM – Concept Development Meeting

1.2.9 CFR – Code of Federal Regulations

1.2.10 CM – Contract Manager

1.2.11 COMSEC – Communications Security

1.2.12 CONUS – Continental United States

1.2.13 COR – Contracting Officer Representative

1.2.13.1 COTS – Commercial-Off-The-Shelf

1.2.13.2 CUI – Controlled Unclassified Information

1.2.13.3 DA – Department of the Army

1.2.13.4 DAF – Department of the Air Force

1.2.13.5 DD250 – Department of Defense Form 250 (Receiving Report)

1.2.13.6 DD254 – Department of Defense Contract Security Requirement List

1.2.13.7 DFARS – Defense Federal Acquisition Regulation Supplement

1.2.13.8 DMDC – Defense Manpower Data Center

1.2.13.9 DOD – Department of Defense

1.2.13.10 FAR – Federal Acquisition Regulation

1.2.13.11 FEMA – Federal Emergency Management Agency

1.2.13.12 FPCON – Force Protection Condition

1.2.13.13 FPM – Final Planning Meeting

1.2.13.14 HQDA – Headquarter Department of Army

1.2.13.15 IA – Information Assurance

1.2.13.16 IAW – In Accordance With

1.2.13.17 IPM – Initial Planning Meeting

1.2.13.18 IT – Information Technology

1.2.13.19 JTR – Joint Travel Regulation

1.2.13.20 JTF – Joint Task Force

1.2.14 KO – Contracting Officer

1.2.15 MHE – Material Handling Equipment

1.2.16 MOA – Memorandum of Agreement

1.2.17 MPM – Mid-Planning Meeting

1.2.18 MSR – Monthly Status Report

1.2.19 NACI – National Agency Check Inquires

1.2.20 NGB – National Guard Bureau

1.2.21 NLT – Not Later Than

1.2.22 OCI – Organizational Conflict of Interest

1.2.23 OCONUS – Outside Continental United States

1.2.24 ODC – Other Direct Costs

1.2.25 OPSEC – Operations Security

1.2.26 PCO – Procuring Contracting Officer

1.2.27 PII – Protection of Personally Identifiable Information

1.2.28 POC – Point of Contact

1.2.29 PoP – Period of Performance

1.2.30 PRS – Performance Requirements Summary

1.2.31 SOW – Scope of Work

1.2.32 QA – Quality Assurance

1.2.33 QAP – Quality Assurance Program

1.2.34 QASP – Quality Assurance Surveillance Plan

1.2.35 QC – Quality Control

1.2.36 QCP – Quality Control Program

1.2.37 SME – Subject Matter Experts

1.2.38 TAR – Travel Authorization Request

1.2.39 TE – Technical Exhibit

1.2.40 WAWF-RA – Wide Area Workflow-Receipt and Acceptance

2.0 GENERAL

2.1 Scope. The Contractor shall provide supervision, transportation, labor, materials, equipment, fuel and any other needed materials and Quality Control (QC) necessary, except as specified in Paragraph 3.0 as Government Furnished items, to restrooms shower

improvements for building 16, located in Muñiz ANGB in Carolina, PR as specified in this Statement of Work (SOW).

2.2 Background. Building 16 is a one-story concrete and masonry facility used as 156th Wing Medical & FSS Facilities. Actually, men's and woman's restrooms shower area presents cracks between the baseboard and floor tiles. The condition causes water passing from shower area to main hallway, causing tripping hazards (slippery surface) and damage to the floor vinyl tiles. More specific details are in section 5.0.

2.3 Period of Performance (PoP). The PoP shall be **60 days.**

2.4 General Information

2.4.1 Quality Control (QC). The contractor shall develop and maintain an effective way to ensure services are performed in accordance with (IAW) this SOW. The contract shall develop and implement procedures to identify, prevent and ensure no recurrence of defective services. The Contractor's QCP is the means by which it assures itself that its work complies with the requirements of the contract. As a minimum, the Contractor shall develop QC procedures that address the areas identified in Technical Exhibit 1, Performance Requirements Summary. **A QCP shall be submitted to the COR No Later Than (NLT) 10 days after contract award**. After acceptance of the QCP, the Contractor shall obtain the KO's acceptance in writing of any proposed changes to its QCP.

2.4.2 RESERVED.

2.4.3 Recognized Holidays. The following are recognized US holidays. The contractor shall not perform services on these days.

2.4.3.1 New Year's Day

2.4.3.2 Martin Luther King Jr.'s Birthday

2.4.3.3 President's Day

2.4.3.4 Memorial Day

2.4.3.5 Juneteenth National Independence Day

2.4.3.6 Independence Day

2.4.3.7 Labor Day

2.4.3.8 Columbus Day

2.4.3.9 Veteran's Day

2.4.3.10 Thanksgiving Day

2.4.3.11 Christmas Day

2.4.4 Place and Performance of Services. The Contractor shall provide services between the hours of 0730 – 1600 on Monday through Friday, except on recognized US holidays or when the Government facility/installation is closed due to local or national emergencies, administrative closings, or similar Government-directed facility/installation closings. Performance shall be the installation mentioned in paragraph 1.1. The contractor shall always, maintain an adequate workforce for the uninterrupted performance of all tasks defined within this SOW when the Government facility/installation is not closed for the above reasons. When hiring personnel, the contractor shall keep in mind that the stability and continuity of the workforce are essential.

2.4.4.1 Unscheduled gate closures by Security Forces may occur at any time causing all personnel entering or exiting a closed installation to experience a delay. This cannot be predicted or prevented. Contractors are not compensated for unexpected closures or delays. Vehicles operated by Contractor's personnel are subject to search pursuant to applicable regulations. Any moving violation of any applicable motor vehicle regulation may result in the termination of the contractor employee's installation driving privileges.

2.4.4.2 The Contractor's employees shall become familiar with and obey the regulations of the installation, including, fire, traffic, safety, and security regulations while on the installation. Contractor employees should only enter restricted areas when required to do so and only upon prior approval. All Contractor's employees shall always carry proper identification with them. The Contractor shall ensure compliance with all regulations and orders of the installation, which may affect performance.

2.4.5 Security Requirements. The Contractor shall comply with all applicable installation/facility access and local Security Forces procedures, which may be obtained from the COR. The Contractor shall also provide all information required for background checks to meet installation access requirements to be accomplished by the installation

Security Office. The Contractor shall ensure compliance with all personal identity verification requirements as directed by DOD and/or local policies. Should the Force Protection Condition (FPCON) change, the Government may require changes in contractor security matters or processes. The Contractor shall coordinate all on-site activity, as required, in conjunction with the COR and the appropriate installation/facility representatives. **Installation Entry Access List (EAL) is required fifteen to thirty (15-30) calendar days ahead for processing, prior to base access approval being granted, along with DD Form 369, Police Record Check and driver's license copy.** Additionally, Contractor's personnel will be responsible to coordinate any escorting required for temporary workers, as determined by Security Forces. Contractors are not compensated for failure to comply with Security Forces policies and procedures for entry.

2.4.5.1 For Contractors that do not require a Common Access Card (CAC) but require access to a DOD facility/installation: Contractor and all associated Sub-Contractor's employees shall comply with adjudication standards and procedures. Using the National Crime Information Center Interstate Identification (NCIC-III) and Terrorist Screening Database (TSDB) (Army Directive 2014 – 05/AR 190-13), and applicable installation, facility and area commander installation/facility access, and local Security Forces policies and procedures (provided by a government representative).

2.4.5.2 Communications Security/Information Technology (COMSEC/IT) Security. All communications with DOD organizations are subject to COMSEC review. All telephone communications networks are continually subject to intercept by unfriendly intelligence organizations. DOD has authorized the military departments to conduct COMSEC monitoring and recording of telephone calls originating from, or terminating at, DOD organizations. Therefore, the Contractor is advised that any time Contractor place or receive a call they are subject to COMSEC procedures. The Contractor shall ensure wide and frequent dissemination of the above information to all employees dealing with DOD information. The Contractor shall abide by all Government regulations concerning the authorized use of the Government's computer network, including the restriction against using the network to recruit Government personnel or advertise job openings.

2.4.5.3 Protection of Personally Identifiable Information (PII). The Contractor shall protect all PII encountered in the performance of services IAW DFARS 224.103 and DODD 5400.11, Department of Defense Privacy Program, and DOD 5400.11-R. If a PII breach results from the Contractor's violation of the aforementioned policies, the Contractor shall bear all notification costs, call-center support costs, and credit monitoring service costs for all individuals whose PII has been compromised.

2.4.5.4 Anti-terrorism Level 1 (AT) Awareness Training. **All Contractor's employees requiring access to any installation/facility and controlled access areas shall complete AT Level 1 within ten (10) calendar days after contract start date and within ten (10) calendar days of new employees commencing performance.** The Contractor shall submit certificates of completion for each affected Contractor and sub-contractor employee, to the COR or KO if a COR is not assigned, within ten (10) calendar days after completion of training. AT Level 1 is available at http://jko.jten.mil/course/atl1/launch.html.

2.4.5.5 Photos. Only key Contractor's personnel are authorized to take pictures of the construction area. Careful planning must be taken to ensure no aircraft, facilities or military personnel appear in pictures inadvertently. **A list of key personnel required to take pictures will be submitted to the COR for approval NTL ten (10) days after project award.**

2.4.6 Physical Security. The contractor shall safeguard all Government property provided for Contractor use. At the close of each work period, Government Facilities, equipment and materials shall be secured.

2.4.6.1 Key Control. This SOW does not require handling of keys or key cards issued by the government.

2.4.7 Special Qualifications. The contractor shall ensure all employees possess all required licenses for operating heavy equipment, welding licenses, Material Handling Equipment (MHE) (i.e. forklift) and any others, in the performance of this contract. The Government does not provide training to Contractors. Contractors must ensure that any personnel performing under a contract are fully trained, licensed, certified and qualified to provide services.

2.4.8 Post Award Conference/Periodic Progress Meetings. The Contractor agrees to attend any post award conference convened by the KO IAW FAR subpart 42.5. The KO, COR, and other Government personnel, as appropriate, may meet periodically with the contractor to review the contractor's performance. At these meetings, the KO will apprise the contractor of how the Government views the Contractor's performance and the Contractor shall apprise the Government of problems, if any, being experienced. The Contractor shall resolve outstanding issues raised by the Government. Contractor attendance at these meetings shall be at no additional cost to the Government.

2.4.8.1 Weekly Progress Report: The Contractor shall provide the KO and COR assigned with a **Weekly Progress Report every Thursday evening**.

2.4.8.2 Project Progress: Actual progress against the construction schedule.

2.4.8.3 Activities: Completed activities, upcoming activities, and equipment/material order status shall be included.

2.4.8.4 Summary of Issues: All past, current, and future issues that impact the project.

2.4.8.5 Contract Manager (CM). The Contractor shall designate a CM who shall ensure performance under this contract. **The name of this person, and an alternate who shall act for the Contractor when the CM is absent, shall be designated in writing to the KO within three (3) calendar days after contract award.** The CM or alternate shall have full authority to act for the Contractor on all contract matters relating to daily operation of this contract. The CM shall work through the COR, or KO if a COR is not assigned, to resolve issues, receive technical instructions, and ensure adequate performance of services. The CM shall ensure that Contractor's employees do not perform any services outside the scope of the contract without an official modification issued by the KO. The CM shall ensure Contractor's employees understand that services performed outside the scope of the contract are performed wholly at the expense of the Contractor.

2.4.8.6 Identification of Contractor Employees. All Contractor's personnel attending meetings, answering Government telephones and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression that they are Government employees. The Contractor shall ensure that all documents or reports produced by Contractor's

personnel are suitably marked as Contractor products or that Contractor participation is appropriately disclosed. The Contractor's status as a "Contractor" shall be predominantly displayed in all correspondence types (to include signature block on emails) and dealings with Government or non-Government entities. Contractor's personnel shall wear identification badges distinguishing themselves as such. The badges shall have the company name, employee name and the word "Contractor" displayed. The Contractor shall retrieve all identification media (including vehicle passes) from their employees who depart employment for any reason. All identification media (i.e. badges and vehicle passes) shall be returned to the COR within the ten (10) days of an employee's departure or contract completion.

2.4.8.7 Combating Trafficking in Persons. The US Government has adopted a zero-tolerance policy regarding trafficking in persons. Contractors and Contractor's employees shall not engage in any forms of trafficking in persons during the PoP of the contract; procure commercial sex acts during the PoP of the contract; or use forced labor in the performance of the contract. The Contractor shall notify its employees of the US Government's zero tolerance policy, the actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment. The Contractor shall take appropriate action, up to and including termination against employees or sub-contractors that violate US Government policy as described at FAR 22.17. **Contractor shall complete the following online training within ten (10) calendar days after contract award** – Course number is N-US189-HB; available at http://jko.jten.mil/.

2.4.9 Data Rights. The Government has unlimited rights to all documents/material produced under this contract. All documents and materials, to include the source codes of any software, produced under this contract shall be Government owned and are the property of the Government with all rights and privileges of ownership/copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the Contractor without written permission from the KO. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. **Provide a copy ten (10) calendar days after contract completion.** This right does not abrogate any other Government rights.

2.4.10 Organizational Conflicts of Interest (OCI). The Contractor and sub-contractor personnel performing services under this contract may receive have access to or participate in the development of proprietary or source selection. In addition to substantial (e.g. cost or pricing information, budget information or analysis, specifications or work statements, etc.). Perform evaluation services, which may create current or subsequent OCIs, as defined in FAR Subpart 9.5. The Contractor shall notify the KO immediately whenever it becomes aware that such access or participation may result in any actual or potential OCI and shall promptly submit a plan to the KO to avoid or mitigate any such OCI. The Contractor's mitigation plan will be determined to be acceptable solely at the discretion of the KO. In the event the KO unilaterally determines that any such OCI cannot be satisfactorily avoided or mitigated, the KO may affect other remedies as he or she deems necessary, including prohibiting the contractor from participation in subsequent contracted requirements which may be affected by the OCI.

2.4.11 Safety Plan. **Contractor shall submit a Safety Plan to COR NLT ten (10) calendar days after contract award.**

2.4.12 Environmental Plan. **Not required.**

2.4.13 Waste Management Plan. **Contractor shall submit Waste Management Plan to the COR NLT ten (10) calendar days after contract award.** The Contractor shall submit to the COR for approval prior to commencement of services, IAW UFGS 01 74 19 Construction Waste Management and UFGS 02 81 00 Transportation and Disposal of Hazardous Waste. The project waste diversion goal is 60%. Approval of the Contractor's Plan will not relieve the Contractor of responsibility for compliance with applicable environmental regulations or meeting project cumulative waste diversion requirement. This plan shall be coordinated with the installation waste management plan so there are no conflicts. This plan may be incorporated with the Environmental Plan. **Disposal slips from landfill and/or recycler must be submitted to the COR to report amounts of debris landfilled or recycled on April 1st and October 1st of the past 6 months, respectively. If the project ends before these dates, submit the report with the closure documentations.**

2.4.13.1 April's Report (October through March)

2.4.13.2 October's Report (April through September)

2.4.14 Health and Safety Plan (HSP). The Contractor shall prepare a site-specific HSP to comply with Air Force, Occupational Safety and Health Administration (OSHA), United States Environmental Protection Agency (USEPA), state PR-OSHA, and local health and safety regulations regarding the proposed work. The Contractor shall also submit a HSP that included worker health and safety practices for the asbestos and lead work activities. The HSP must include valid certificates for each worker that will be included in the demolition, showing they have completed the Asbestos Hazard Emergency Response Act (AHERA), OSHA, and PR-OSHA training requirements. The Contractor shall notify the KO and COR within three (3) calendar days if a change is required to the HSP. The Contractor shall adhere to USEPA guidelines for designating the appropriate levels of protection needed at the demolition site(s) as applicable. The Contractor shall maintain and have readily available written certification that the approved HSP has been reviewed and briefed with all personnel that work at the project site prior to the employee's start date.

2.4.15 Site Closure Report. The Contractor shall prepare and submit to the Base Environmental Management Office and COR, for review and approval, a draft and final closure report as required for the asbestos and lead abatement permits. Typical processing time is twenty-one (21) calendar days for the initial review/approval and, if necessary, fourteen (14) days for resubmittal review/approval.

3.0 GOVERNMENT FURNISHED PROPERTY, MATERIAL EQUIPMENT and SERVICES (GFP/M/E/S)

3.1 The Government will provide the property, material, equipment, and/or services listed below solely for the purpose of performance under this contract.

3.2 Property. Government will authorize contractor to an area for material storage and temporary office.

3.3 Material. None.

3.4 Equipment. None.

3.5 Services. None.

3.6 Utilities. Contractor will be authorized, if needed, to connect to local water and electricity for administrative purposes. Use of water or electricity for construction work is prohibited. Contractor will request approval to connect to any utility and follow strict base procedures.

Any deviation or damage will be solely the contractor's responsibility to repair to original or better state.

4.0 CONTRACTOR FURNISHED PROPERTY, MATERIALS, EQUIPMENT and SERVICES (GFP/M/E)

4.1 General. Except for those items specifically stated to be Government-Furnished in paragraph 3.0, the contractor shall furnish everything required to perform these services as indicated in paragraph 2.1.

4.2 Bathroom. The Contractor shall provide portable bathrooms for their employees during the PoP accompanied by its periodical maintenance.

5.0 REQUIREMENTS. The Contractor shall:

5.1 **Permits** - Contractor shall be responsible for requesting and obtaining all required permits as per federal and state laws and regulations.

5.2 **Provide protective measures**

5.2.1 Provide and apply active protective measures to prevent damage to existing nearby areas inside the building, government property and vehicles.

5.3 **Remove actuals**

5.3.1 Remove and dispose of shower floor and bottom wall tiles and curbs as needed.

5.3.2 Debris generated from the improvements of restrooms will be properly disposed of outside the installation, as per federal and state regulations.

5.4 **Shower area improvements**

5.4.1 Prepare the shower's area surface.

5.4.2 Prepare the wall bottom area. Check the wall integrity at bottom section in the shower area. Repair/replace compromise sections.

5.4.3 Install the waterproof liner across the entire floor and at least 18 inches AFF.

5.4.4 Install the floor drain.

5.4.5 Perform a "flood test" to ensure there are no leaks.

5.4.6 Apply a polymer-modified thin-set mortar. Contractor shall be responsible for creating the appropriate slope to drainage.

5.4.7 Install shower floor, bottom wall and curbs tiles according to UFC.

5.4.8 Apply tile grout is primarily used to fill tile joints.

5.4.9 Remove and clean the remanent grout excess.

The material and workmanship shall have a **1-year warranty**.

5.10 **Equipment, parts, tools, and supplies**.

5.10.1 Provide all parts, tools, and supplies needed to complete the related work.

5.11 **As Builts.**

5.11.1 If any items being repaired/or replaced are changed from location, as builts for all work shall be provided in paper, pdf to scale and CAD format, as part of the final project documents and acceptance. Project will not be considered complete, nor final payment considered, without as-builts submitted.

5.11.2 A DD1354 will be prepared by the contractor as part of the as-built submittal, IAW DAFI 32-9005 Real Property Accountability.

5.12 Miscellaneous.

5.12.1 Signage: Any required signs, IAW UFC 3-120-01 Design: Sign Standards, shall be provided and installed.

5.12.2 **Project Construction sign**: The contractor shall install a stand-alone project sign compliant with figure A-10. Sign shall be submitted for review and approval of COR before approval and installation within 10 days of award.

5.12.3 Project site: contractor shall secure the project site completely with construction fencing. Signane shall be posted to not enter site, IAW OSHA & Safety AFI requirements.

5.12.4 Laydown yard: The contractor shall submit a laydown yard request for base consideration. Laydown yard shall me limited in size and submittal must be justified with a site plan and material expected. Laydown yard shall be co-located with project site.

5.12.5 **Cleaning**: Contractor is responsible for cleaning on the designed project area while related work occurs and when finished as specified in section **9.0 WORKPLACE SAFETY.**

6.0 **SITE VISIT**

6.1 All quantities and measurements herein are approximate. Contractor is responsible to conduct a site visit for verification prior proposal submission. If questions arise, Request for Information (RFI) shall be submitted to KO and COR.

7.0 **FEDERAL ACQUISITION REGULATION (FAR)**

7.1 This SOW does not supersede any FAR stipulations that may appear in this contract.

7.2 For more up to date information visit https://www.acquisition.gov/browse/index/far.

8.0 COMPLIANCE

8.1 The Contractor is subject to all Installation Fire, Safety, Security, Civil Engineer, OPSEC, Traffic Regulations and all applicable Federal and State Regulations.

8.2 Fire Safety. The Contractor shall comply with all local fire regulations and NFPA 241 during all demolition and construction work. All fire extinguishers required shall be provided and maintained by the contractor but must be approved for use by the KO prior to use.

8.2.1 Hot-work operations. Those involving welding, soldering, brazing, or torch heating (i.e. open flame or grinders) shall not commence before an AF Form 592 is completed and signed by the Fire Inspector. **The Contractor shall contract the Fire Department's inspection section at least one (1) workday prior to –hot work operations for assistance and completing the Form 592**. There shall be no open burning of waste materials or debris during this contract.

8.3 Digging Permit. **Contractor must request a digging permit to the COR and have it approved prior start any digging work.**

8.4 Confined Space Entry. **Contractor must request a confined space entry AF Form 1024 to the COR and have it approved prior to entering a confined space.**

8.5 Contractor must be registered (current) in the System for Award Management (SAM) internet program at http://www.sam.gov.

8.6 All invoices must be submitted using Wide Area Workflow (WAWF) internet program and verify the statuses at https://wawf.eb.mil.

8.7 Contractor Manpower Reporting Application (CMRA): The Contractor shall completely fill in all required data fields using the following web address: http://www.ecmra.mil/. Reporting inputs shall be for the labor executed during the PoP during each Government fiscal year (FY), which runs from October 1st through September 30th.

9.0 WORKPLACE SAFETY

9.1 The Government contracts on the understanding that the Contractor is complying with applicable laws concerning workplace safety.

9.2 The Contractor is subject to all citations and penalties for violation of applicable workplace safety laws. The burden of compliance rests with the Contractor. The KO may notify the Contractor of hazards in Contractor's operations/performance that endanger Government

personnel or property and require appropriate abatement or mitigation action. This provision does not constitute assumption of liability for Occupational Safety and Health compliance on the part of the Government or negate other agency responsibility for enforcement of applicable laws.

9.3 Accident prevention principles must be thoroughly integrated into all operations. Unsafe conditions and practices, as identified by the KO or COR, must be corrected immediately,

9.4 Solid Waste Management. All debris generated by the Contractor's operations shall be removed from the base. All waste materials and debris generated by work under this contract shall be processed, handled, transported, stored, and disposed of by the Contractor IAW all Federal, State, and local regulations and laws. All waste streams will be quantified and reported to the Base Environmental Manager. The Contractor shall be responsible for any permit or feeds associated with the use of off-base disposal locations.

9.5 All refuse and remaining materials related to the work will be taken daily to a refuse container provided by the Contractor.

9.6 Only company cars with distinctive logos posted at the passenger and driver doors will be authorized inside Base premises.

9.7 All personnel are required to show a valid not expired ID in the main entrance gate before entering the Base premises.

9.8 At the end of each working day all areas will be clear from equipment, tools and materials.

9.9 Special precautions will be taken at no cost to Government to protect Base property during the project execution.

9.10 The use of Personal Protective Equipment (PPE) is always mandatory while working on the project.

9.11 The Contractor shall be liable for any loss, destruction or damage and deterioration to Government property, including vegetation and landscaping, resulting from Contractor operations. Any damage to Government or personal property shall be repaired or replace to the KO's satisfaction at the Contractor's expense.

9.12 All work under this project shall meet applicable County, Territorial, Federal and Air National Guard construction codes, regulations and policies.

9.13 Contractor shall coordinate with KO to verify the existing site and facility conditions. Any differing conditions shall be notified in writing to request clarification.

9.14 Equipment or fixtures Government Furnished Contractor Installed (GFCI): None anticipated.

9.15 Comply with all specifications applicable found and included by reference in the www.wbdg.org site. This will include the following UFC and UFGS:

- UFC 1-200-1 DoD Building Code
- UFGS 09-06-00 Schedules for Finishes
- UFC 4-610-01 Administrative Facilities, with Change 1.
- UFC 4-510-01 Military Medical Facilities

9.16 For additional information on drawings and specifications, and for entering the site premises contact the Base Civil Engineer (BCE) office in Building 25, Muñiz ANGB telephone (787) 253-9578.

9.17 For additional environmental information, contact the Environmental Manager Office in Building 71, Muñiz ANGB telephone (787)253-5192.

9.18 For additional safety information contact the Safety Office in Building 22, Muñiz ANGB telephone at (787)253-5275.

9.19 For additional fire information contact the Fire Department in Building 3, Muñiz ANGB telephone at (787)253-5222.

9.20 For additional security information contact the Base Defense Operation Center (BDOC) in Building 99, Muñiz ANGB telephone at (787)253-5204.

10.0 APPLICABLE PUBLICATIONS

10.1 Publications applicable to this SOW are listed below.

Publication	Website
Federal Acquisition Regulation	www.acquisition.gov/browse/index/far
Defense Federal Acquisition Regulation	http://www.acq.osd.mil/dpap/dars/dfarspgi/current/index.html
AR 190-13 The Army Physical Security	http://www.apd.army.mil/ProductMaps/PubForm/AR.aspx
AR 530-1 Operations Security	http://armypubs.army.mil/ProductMaps/PubForm/AR.aspx
DOD 5220.22-M National Industrial Security Program	http://www.dtic.mil/whs/directives/corres/pub1.html
DG 415-5 General Facilities Design	https://www.wbdg.org/FFC/ARMYCOE/NATLGUARD/dg_415_5.pdf

DAFI 91-202 The Us Air Force Mishap Prevention Program	https://static.e-publishing.af.mil/production/1/af_se/publication/dafi91-202/dafi91-202.pdf
29 CFR 1926 OSHA Construction	www.OSHA.gov
AR 385-10 Chapter 4 Safety Program	http://www.ngbpdc.ngb.army.mil/pubs/385/ngr385_10.pdf
DAFI 32-9005 AFGM2020-01 Real Property Accountability	https://static.e-publishing.af.mil/production/1/af_a4/publication/dafi32-9005/dafi32-9005.pdf
Main site for all United Facilities Criteria (UFC)	www.wbdg.org
Site for United Facilities Guide Specifications (UFGS)	https://www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs/
UFC 1-200-01 DOD Building Code	https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc/ufc-1-200-01

11.0 **TECHNICAL EXIBITS**

11.1 Technical Exhibit 1. Performance Requirements Summary (PRS)

11.2 This PRS included performance objectives the Government will use to determine Contractor performance and will compare contractor performance to the Acceptable Quality Level (AQL).

Performance Objective	Performance Standards	Acceptable Quality Levels (AQL)	Surveillance Method / By Whom
Demolition	Demolition Service	Meet the standard 100% of the time as approved on the work schedule	Weekly/COR
Safety Standards	Compliance with safety requirements	Contractor shall have available all records as required on the SOW	Weekly/COR

11.3 Technical Exhibit 2. Submittal List

Description	Type	QTY	Due	Remarks

Material Approval Submittals: (All materials used on project) 1. Mobilization plan, physical security, project sign, & laydown yard 2. Quality Assurance Plan 3. Safety Plan 4. Approved Project Permits 5. Waste Management Plan 6. Materials: Tile Waterproof Liner Polymer Tile Adhesive Polymer-modified mortar Tile Joint Grout 8. Electrical connection plan+ 9. Worker Compensation Insurance Certificate 10. Warranty Plan 11. As-Builts (as applicable) 12. Draft DD1354	AF Form 3000	1 each (if needed to split, please advise COR)	NLT 7 days prior to installing	Must be signed by: KO COR Contractor (return copy)

11.4 Technical Exhibit 3. Design and Construction Standards and References.

11.4.1 American Society for Testing and Materials (ASTM) – Latest Edition

11.4.2 Unified Facilities Guide Specification (UFGS)

11.4.3 All Federal applicable UFC, UFGS and ANG ETL's must be verified at www.wbdg.org.

11.5 Technical Exhibit 4. Invoice Requirements.

11.5.1 Electronic pictures of work to be invoiced (Before and After).

11.5.2 Breakdown for Payment

11.5.3 Progress Report of activities

11.5.4 Contractor and COR Draft and Interim of DD Form 1354 Transfer and Acceptance of Real Property

11.6 Technical Exhibit 5. Closeout Documentation.

11.6.1 Contractor workmanship letter of warranty up to one year.

11.6.2 Recycling or landfill proof of disposition document.

11.6.3 Contractor certificates of no debts to suppliers and vendors.

11.6.4 Commissioning and acceptance of system.

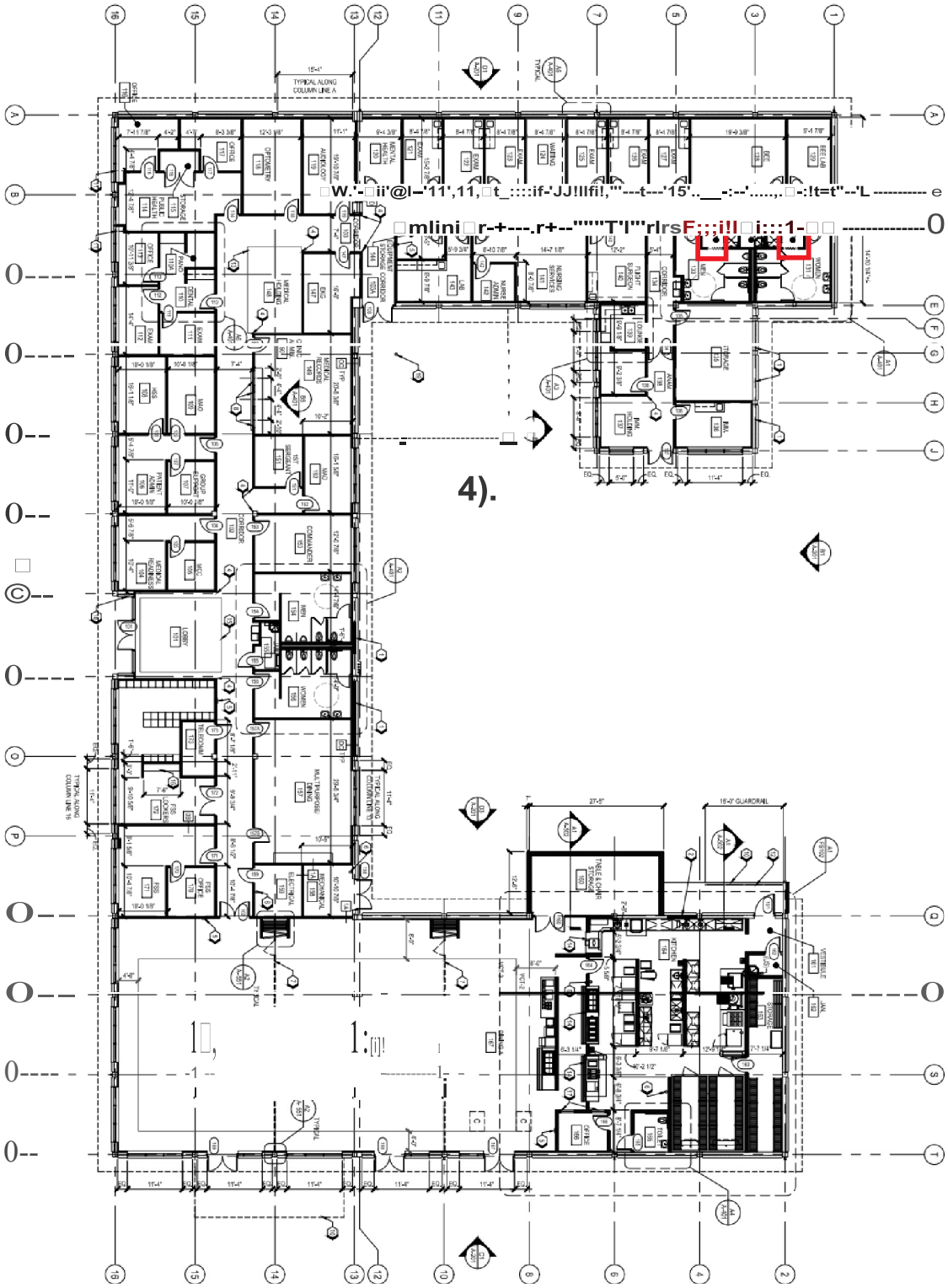
11.6.5 Contractor and COR completed DD Form 1354 Transfer and Acceptance of Real Property.

11.6.6 Certification of work by a professional refrigeration provider IAW Puerto Rico's Law 416 (if applicable)

11.6.7 Contractor's as-built drawing (electronically PDF and CAD file) as applicable.

11.6.8 Bldg. 16 Floor Plan

156th Wing Building 16 Floor Plan



Appendix A

Figure A-1

Figure A-2

Figure A-3

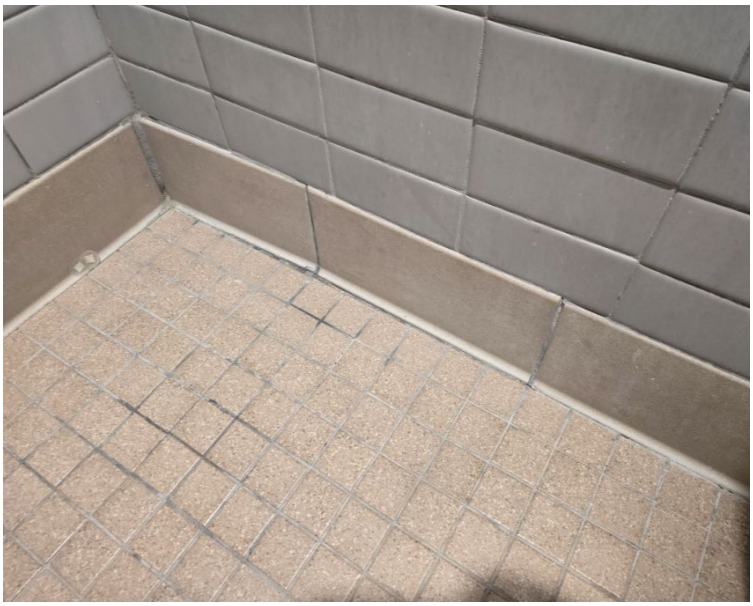
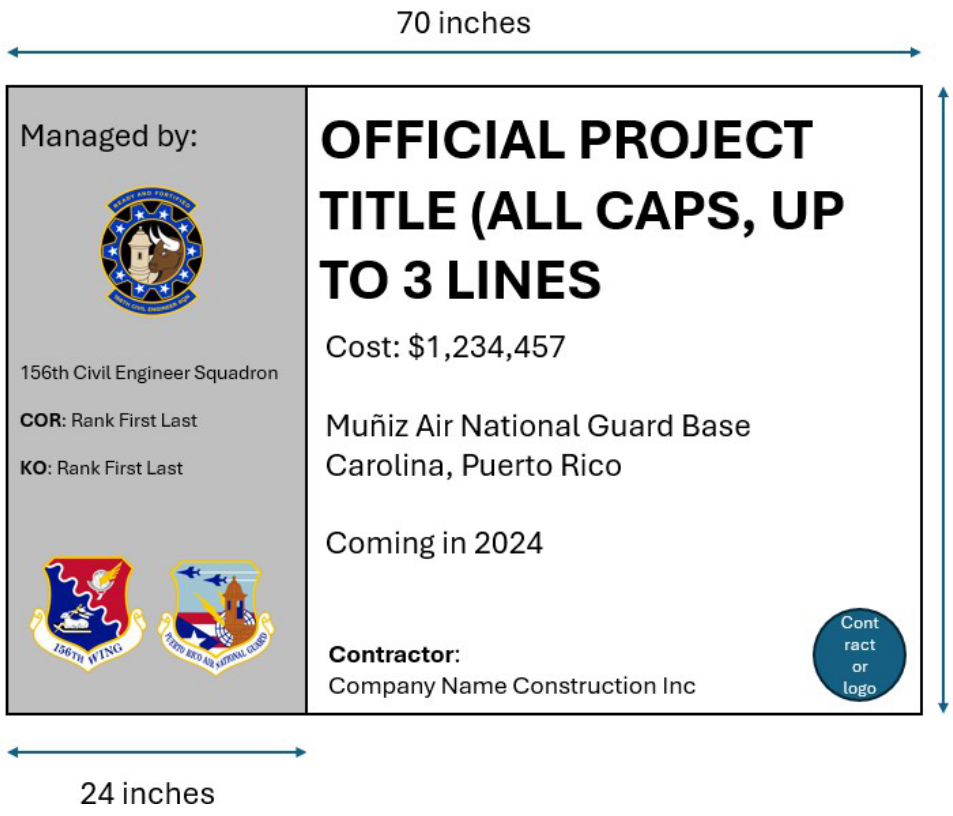


Figure A-4

CUI

PRANG Sample Construction Sign



Notes:

1. CES, Wing, and PRANG emblems are 8 inches high
2. Contractor emblem not larger than 5 inches high
3. Project title letters – 3 inches high
4. Cost, Location, and year letters – 2 inches high
5. All other letters are – 1.5 inch high (COR, KO, Contractor, etc)
6. All other spacing, ensure general spacing/centering as shown.
7. Background colors – White and light gray

Figure A-5

CUI