**STATEMENT OF WORK**
**For**
**OPERATIONS & MAINTAINENCE ARMY EXTERIOR PAINT AND REPAIRS TO OMA BUILDINGS**
**Fort Leavenworth, Kansas**
**24 April 2023**

## SW-1 DESCRIPTION OF WORK

a. **Work to be Done:** The work to be done consists of furnishing all plant, labor, equipment, and materials as well as performing all work in strict accordance with the plans and specifications for Operations & Maintenance Army (OMA) Buildings' Exterior Paint and Repairs, at Fort Leavenworth, Kansas. All work performed by the Contractor shall result in a complete and functional system. This is a requirements contract with a Base year, and two Option years possible. The contractor shall provide all supervision, management, personnel, labor, equipment, transportation, supplies, and any other items necessary to complete various roofing projects. This acquisition will require a contractor with experience and expertise capable of managing numerous task orders at the same time, which will require construction scheduling, cost estimating, and quality control.

b. **Incidental Work that May be Done by Others:** When a building is undergoing a major renovation by another contractor the painting contract work may be done by the contractor doing the major renovation as part of his work. There are other requirements contracts in which line items may cross. The work described above may be done by others.

c. **Task Order Bid Information:** Government-will furnish electric power and water systems and will provide adequate supplies for the needs of the Contractor in accordance with contract FAR Clause 52.236-14, 'Availability and Use of Utility Services'. The Contractor must, however, provide and install all necessary facilities to make the connection and bring the utility to the jobsite at no additional cost to the Government. The Contractor shall provide and install a backflow preventer on all of his water line connections to prevent contamination of post water lines. The Contracting Officer or their designated representative shall approve the backflow preventer and installation before it is put into service.

d. **Task Orders (TO)**

i) Each Task Order (TO) will be issued for one or more buildings.

ii) Procedures

(1) The Contractor will be notified of a Task Order by e-mail to the designated Company Project Manager.

(2) After notification of a pending Task Order(s), the Contractor will have 2 working days to conduct a site visit with the Contracting Officer or their designated representative, for the purpose of defining the line items and quantities of line items to be used.

(3) Either during the site visit or within 2 working days after the site visit, the Contractor and Contracting Officer or their designated representative shall seek to jointly agree upon all the line items and quantities to be used for each Task Order, and fill out and sign the "Project Task Order Reconciliation Form", TF-1. A sample of the form is located at the end of the SOW.

(4) The "Project Task Order Reconciliation Form" TF-1 shall be binding to both parties and will be part of the contractual Task Order, once issued.

(5) The Contracting Officer may issue a binding task order even though agreement is not reached.

(6) Initial notification of a pending task order, a site visit, and/or negotiation and agreement on the price of a task order do not bind or otherwise require the Government to issue a task order or orders. The Contractor is not entitled to separate compensation for the costs incurred as a result of task orders that are not issued by the Government.

iii) Rate of Work Performance

(1) The time allowed for submittals in SW-5 shall be in addition to the time allowed to complete work on buildings. This applies to the first Task Order only.

(2) The Contractor is expected to be able to work concurrently on a minimum of 5 buildings to complete the work within the time period specified on each Task Order. The Contractor is responsible for establishing a phased schedule for work in buildings on task orders that have more than 5 buildings on them. For example: If the Contractor is given a Task Order for 10 buildings, he is to schedule the work for five of the buildings. Once one or more of the five is completed, the Contractor shall go on to the next building that he has scheduled; when the next building is finished the Contractor is to go on to the next remaining building on the Task Order; and so on until all 10 buildings are completed.

iv) Once the TO has been issued, the line-item quantities shall not be modified if the actual quantities are within + 10% of the quantity stated in the task order except for unforeseen site conditions or changes modifying the original requirement of the task order.

SW-2 **PRINCIPLE FEATURES** The work to be performed includes the following principal features:

a. The project is to repair and paint exterior surfaces of various buildings throughout Fort Leavenworth, Kansas. Prime and paint all previously painted, modifications and new replacement items. Paint only where previous paint is in good, sound, and clean condition. Work may include, but not limited to:

1) There are approximately 140 buildings that fall under this project scope. This number could vary as buildings are constructed or demolished. No work under this contract is to be for residential use buildings. Building size varies dramatically from building B45 a three-story masonry building with wood porches and trim, to B814, a 4' X 4' X 8' trap house at Brunner Skeet Range. There are approximately 19 buildings with wood porches 10 of those have wood handrails and spindles.

2) Exterior wood items including facias, soffits, frieze boards, wrap boards, pilasters/columns, pilaster/column caps or cap boards, balustrades, wood windows & frames, porches (and their components), steps, and handrails.

3) Exterior metal items including gutters & down spouts, doors, door frames, column bases, louvers, standing seam roofs, flashing, exterior piping, conduit, electrical panel boxes, balustrade, railing, security screen/bars, & lintels.

4) Concrete items including previously painted window & door sills, column bases, foundation and foundation caps, and lintels.

5) NOTE: The contractor shall not paint limestone sills.

6) Broken glass replacement. New or replacement of storm windows. Replacement of damaged window glazing. Sealant around window frames.

7) Deteriorated or damaged exterior wood and metal items and surfaces, as ordered by the Government Representative, repair or replacement. Building components to be repaired or replaced to include, but are not limited to, exterior wood items (dimensional lumber, hardboard, millwork, trim, columns, etc.), glass & glazing, gutters, down spouts.

b. Plan for all buildings to be occupied during construction.

c. Some of the existing paint may contain lead. Contractor to test all painted elements in the Work to find if lead paint exists. Lead-based paint is to be handled as described in the attached specification UFGS 02 83 00 LEAD REMEDIATION", which applies ANY time the painted surface is lead-based paint.

d. Specific principal features will be provided in the Task Order Award. (Re: Task Order Reconciliation Form at the end of this document.)

e. Off-road contractor staging/work site. If the Government approved staging area, haul route or parking for the contractor is permitted to be on turf, the contractor will install fencing along the drip lines of all trees within this area. No parking, driving, storage of equipment or material will be permitted within the fenced area. If the scope of work includes work within the drip line, the contractor shall bore any required utilities below the root system in lieu of trenching. If the grade is to be changed within the drip line per the SOW or other specific government written instructions, tree wells or root boxes shall be constructed depending on whether the new grade is a fill or cut respectively. Upon completion of any required work within the drip line, the contractor shall loosen any compacted soil to a depth of 8 inches and restore any damaged turf in the area.

SW-3 **PROJECT INSTRUCTIONS**

a. Coordination: Before starting any work, the contractor shall coordinate said work through the Contracting Officer, COR or their designated representative. Verbal notification shall be given to the Contracting Officer, COR or their designated representative prior to starting work. The Contractor shall take all reasonable measures necessary to minimize the disruption of the occupants during performance of contract work. The Contractor shall make every effort to avoid damage to vegetation, buildings and private and personal property. Any work related to altering vegetation shall be directed by the Department of Public Works (DPW) Contracting Officer Representative (COR). When work cannot proceed without damage, it shall be brought to the attention of the COR. Anything damaged by the Contractor's negligence shall be restored to original condition without additional cost to the Government.

b. Normal Working Hours: The Contractor shall work on days and hours stated except as approved, in writing, by the Contracting Officer. The Contractor shall schedule their working hours to coincide with the working hours of the military installation, 7:00am to 4:30pm, Monday through Friday, except legal holidays which include the following –

**LEGAL PUBLIC HOLIDAYS**

| | |
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| New Year's Day | 1st day of January |
| Martin Luther King Jr.'s Birthday | 3rd Monday of January |
| Presidents Day | 3rd Monday of February |
| Memorial Day | last Monday of May |
| Juneteenth | 19th day of June |
| Independence Day | 4th day of July |
| Labor Day | 1st Monday of September |
| Columbus Day | 2nd Monday of October |
| Veterans Day | 11th day of November |
| Thanksgiving Day | 4th Thursday of November |
| Christmas Day | 25th day of December |

*NOTE*: Any of the above holidays falling on a Saturday will be observed on the preceding Friday. Holidays falling on a Sunday will be observed on the following Monday.

c. Sustainable Management of Waste: The contractor shall, at his/her own expense, ensure that 60% by weight of the demolition or deconstruction material or construction waste is diverted from landfill disposal. This may be accomplished through recycling, reuse of material (such as crushed concrete or asphalt), diversion (material which may be used on a future project) or waste minimization (accurate planning and ordering, proper material storage and handling, right-sizing). A consolidated report outlining the amounts of diverted and disposed waste resulting in the 60% diversion shall be provided to the Directorate of Public Works Environmental Division. The contractor shall use the DEBRIS RECOVERY STATEMENT – Post Demolition/ Construction Form located at the end of this Statement of Work. All waste reduction measures must be in full compliance of federal, state and local regulations and in full compliance with material specifications. All measures involving storage of material on the installation or future use of the material by the installation must be coordinated in advance with the Directorate of Public Works.

d. Debris and Rubbish: The contractor shall dispose of all non-diverted debris and rubbish in an off-post dump site at no additional cost to the Government per Sustainable Management of Waste defined above. The government landfill, dumpsters, or containers shall not be used for property disposal. All waste shall be disposed of in accordance with applicable Federal, State, and local laws. Wastewater from construction activities, such as onsite material processing, concrete curing, foundation and concrete clean-up, water used in concrete trucks, forms, etc. will not be allowed to enter water ways or to be discharged prior to being treated to remove pollutants. Dispose of the construction related wastewater off-Government property in accordance with all Federal, State, Regional and Local laws and regulations.

e. Workmanship: All work shall be accomplished by mechanics skilled in the trade involved in a good and workmanlike manner. Each contractor and subcontractor shall use industry BEST PRACTICES common to the trade and shall be governed by the National Electrical Code (NEC), and International Building Code (IBC). Workmanship shall meet or exceed the standards as set forth in the Fort Leavenworth "Quality Workmanship Standards."

f. Scrap and Salvageable Materials: The Contractor retains right and control of scrap and salvageable material generated from Government owned facilities unless otherwise defined by this contract. All Scrap and salvaged material retained by the contractor shall be removed from the Post daily at the Contractor's expense. Weights shall be recorded and submitted according to the Sustainable Management of Waste defined above.

g. National Park Service - The Secretary of the Interior's Standards: This facility or construction site is a part of the National Landmark Historic District (NHLD). Reference Attachment 11 for the Fort Leavenworth NLHD Map. All repairs will be made in accordance with the Secretary of Interior preservation standards and care should be taken to avoid damage to existing historical fabric. Historic features and fabric should be protected throughout the entire construction process. www.nps.gov/tps/standards.htm NPS Standards Technical Briefs include, but is not limited, to Attachments 5 through 10. Consult with Fort Leavenworth's Cultural Resource Manager (CRM), Christine Lottes at (913) 684-8940 for any questions regarding work on Historic Buildings.
*REMOVE SUBMITTAL REGISTER Attachment #4 substitute standard Submittal Form*
In no case shall the contractor paint limestone window sills or headers, nor paint masonry unless previously painted, or as specifically directed by the government in writing.

h. Warranty: Provide a list of the material suppliers by Master Division with names and phone numbers for all warranties to the COR or their designated representative.

SW-4 **SAFETY REQUIREMENTS –**

a. The Contractor shall comply with all safety measures outlined in the Occupational Safety and Health Administration (OSHA) safety standards 29 CFR 1910 and 29 CFR 1926 and the Army Corp of Engineers EM385-1-1 used for all construction on Army Installations. The Contractor will also comply with AR 385-10 and DA PAM 385-10 Chapter 4-4 a. thru g.

b. The contractor shall provide as their first submittal #01 a Site-Specific Safety Plan for each subsequent awarded Task Order. The Safety Plan shall be prepared as required by 29 CFR 1910.120 and COE EM-385-1-1.

(3) The American National Standards Institute (ANSI) which applies to the task(s) being performed.

(4) The National Electric Code.

(5) The National Fire Protection Association (NFPA) 101 Life Safety Code.

(9) CAC & FT LVN 385-1. CAC Safety Program.

c. Contractors found performing unsafe acts or creating unsafe conditions may be subject to a work stoppage until the deficiencies are corrected. A work stoppage due to unsafe acts or conditions will not constitute an adjustment to the contract.

d. The Contractor shall submit an Accident Prevention Plan prior to start of work. Material Safety Data Sheets shall be provided when hazardous chemicals are used. The Accident Prevention Plan shall be prepared in accordance with the required and advisory provisions of COE EM-385-1-1 including **Appendix A** "Minimum Basic Outline for Preparation of Accident Prevention Plan." .

SW-5 **APPROVAL OF MATERIALS, EQUIPMENT & SUBMITTALS**

a. Within 15 calendar days of contract award and before installation, the Contractor shall submit for approval all items listed. The government has 10 working days to review and return submittals once they are received. If the contractor submits an item for re-approval, the Government has 5 days to review and return once it is received. All submittals shall be approved before work requiring the materials can be used on the project. The contracting officer may request submittals in addition to those listed below when deemed necessary to adequately describe the work covered in this contract.

b. Submittal procedures are contained in **Section 01 33 00, SUBMITTAL PROCEDURES.** Specific submittal requirements are contained in each section of the technical specifications. Submittals required by the CONTRACT CLAUSES and other non-technical parts of the contract are not included in this section. The Contractor shall submit each required submittal electronically. A transmittal form shall be provided with each set of submittals. See **Attachment 4**, **Submittal Register** for list of submittals requested for this project, or in absence of that, all materials used.

c. Submittals shall be e-mailed to the Contracting Officer at:

usarmy.leavenworth.acc-micc.mbx.construction@army.mil

d. Submittals shall be labeled utilizing the keyword "submittal" with the contract number, task order, building number, and submittal short description or number. Each task order will list its required submittals in the SOW (unless already submitted) or the applicable named construction specifications. (e.g. Submittal_17-G-0001-0001_Bldg_#56_tiles)

- ☐ Material Safety Data Sheet shall be provided when hazardous chemicals are used.
- ☐ Construction Schedule – Schedule shall be viewable in PDF
- ☐ SW-3c - Debris Recovery Statement Form
- ☐ SW-3h - Warranty Information
- ☐ SW-4b – Site-Specific Safety Plan
- ☐ SW-4d – Accident Prevention Plan
- ☐ SW-6 - Quality Control Plan
- ☐ SW-8 – Submittal Register or Forms

e. The Government Representative may request submittals in addition to those listed when deemed necessary to adequately describe the work covered by this contract.

SW-6 **QUALITY CONTROL**

This contract has a requirement for quality control. The Contractor must maintain adequate continuous quality control over each phase of his/her operation. When the Contractor signs the contract, he/she assumes the responsibility for producing the required end product within the time stated. The contractor must establish and implement a system for controlling his/her daily operations to comply with this commitment. The Quality Control Plan shall be brought to the pre-construction conference. Contractor quality control shall include the following items:

a. The Contractor shall provide and maintain an effective Quality Control (QC) Program. Sufficient inspections to ensure conformance to the Statement of Work shall be performed on a continuing basis. After the contract is awarded, and prior to starting on-site construction, the Contractor shall

meet with the Contracting Officer at a pre-construction conference and discuss the quality control requirements.

b. The Contractor's quality control program shall include three phases of inspection and tests as follows:

    1. Preparatory Inspection prior to beginning work on-site shall include but is not limited to performing a physical examination of materials existing conditions of surroundings and equipment to assure that they conform to approved shop drawings or submittal data and that all materials and/or equipment are on hand.

    2. Initial Inspection shall be performed as soon as work begins on a representative portion of the particular feature of work and shall include examination of the quality of workmanship as well as a review of control testing for compliance with contract requirements.

    3. Continuing Inspection shall be performed as any particular feature of work Progresses, including control testing, until completion of that feature of the work.

c. A daily inspection report shall be submitted the first workday following the date covered by the report. The report shall be deemed late at the end of the following workday. The Contractor shall stop work, pending satisfactory correction of any deficiency noted by the quality control staff or by the Contracting Officer. Contractor shall not proceed upon any feature of work containing uncorrected work. Upon any contract discrepancy found by the Contracting Officer or their designated representative. Notations on quality control reports will not be acceptable as a substitution for other written reports by the Contractor if required under Contract Clauses. No payment estimate will be processed under this contract until the entire Quality Control Plan has been approved and until overdue daily QC reports are properly executed and furnished.

## SW-7 **UTILITY SERVICES & LOCATES**

All interruptions to electrical, water or other utilities must be coordinated with the Contracting Officer. The Contractor shall notify the Contracting Office seven (7) days prior to the disruption of utility services. Unanticipated interruptions of utilities will be reported to the Contracting Officer immediately.

a. The Contractor is responsible for checking and locating all the utilities in the field before construction. The cost of all these checks shall be included in each bid item. The Contractor may use utilities locator equipment or may hire a subcontractor to locate all the utilities for him. The Contractor shall furnish all labor, supervision, tools equipment, and transportation as required to locate and mark utilities for the Fort Leavenworth owned utilities excluding fiber/telephone and communications. The Contractor will be given access to the Fort Leavenworth DPW (Directorate of Public Works) utility drawings to aid in locating storm sewer and natural gas. Water lines and Sanitary Sewer lines are owned by American Water. Electric power distribution lines are owned by Leavenworth Jefferson Electric Co. The utilities that are of nonconductive construction such as plastic, or Transite and have no tracer wire or other means of applying a signal are to be located from the utility maps. The utilities that are located from maps that appear to be in the vicinity of the excavation are to be hand dug for location purposes. If a line is damaged, that is within 10 feet of that shown on the utility maps; the Contractor will be held responsible for its repair.

b. The Contractor shall contact Kansas One-Call for utility checks for Southern Star Central Gas Pipeline, Sprint, Southwestern Bell, Time Warner Cable, American Water, and Leavenworth Jefferson Electric.

c. Leavenworth Jefferson Electric and American Water will be involved in all projects that are affecting exterior water, sewer, and electric. They will be allowed to inspect all work pertaining to these utilities as will they be notified as work proceeds on these projects.

d. The Fort Leavenworth telephone and communication lines are responsibility of the Network Enterprise Center (NEC) and will be located by Fort Leavenworth personnel. The Contractor shall visit the sites and mark his proposed route or limits to his excavation on a map and take this marked up map to Directorate of Public Works (DPW) Help Desk before any excavation. NEC will mark lines in the field within 10 working days, after which the Contractor shall proceed with actual excavation. If the Contractor damages any marked lines during excavation the Contractor shall contact DPW Inspector immediately to determine if the post will repair the line with the Contractor reimbursing the Government for repairs, or if the Contractor will be required to repair the lines.

e. The Fort Leavenworth Natural Gas lines are the responsibility of the Directorate of Public Works (DPW) and will be located by DPW personnel. The Contractor shall visit the sites and mark his proposed route or limits to his excavation on a map and take this marked up map to Directorate of Public Works (DPW) Help Desk before any excavation. DPW will mark lines in the field within 10 working days, after which the Contractor shall proceed with actual excavation. If the Contractor damages any marked lines during excavation, the Contractor shall contact DPW Help Desk immediately. DPW will determine if the post will repair the line with the Contractor reimbursing the Government for repairs, or if the Contractor will be required to repair the lines.

f. After all utility locations or existence of any utility for the site are completed, the contractor shall pick up their copy of the dig permit at the DPW Help Desk (Bldg 85). Provide a copy of the summary and dig permit to the Construction Representative for his review prior to the start of any excavation as a daily report.

g. After DPW marks the Fort Leavenworth's owned utilities, the Contractor is responsible for maintaining the marks. Remarks will be subject to reimbursement for the Fort Leavenworth's personnel's time.

## SW-8 **MEASUREMENT OF WORK AREAS**

This is to establish a base procedure for measuring the areas to be painted or repaired.

a. Trim items will be measured to the nearest three inches in total width times the lineal feet. Example a trim piece with six sides of 3" + 8" + 4" + 8" + 3" + 5" and 40 feet in length is 2.5' X 40 = 100 square feet.

b. Windows shall be measured in square feet width times the height from jamb to jamb and sill to head. Example a four-foot three inch by six-foot window shall be measured as 4' X 6' = 24 square feet and includes all mullions, ledges and all items of a window.

c. Surfaces areas such as siding shall be measured in square feet the width times the height and include all ridges and seams on items such as lap siding. Example an exterior wall ten feet high by forty feet six inches wide shall be measured as 10' X 40.5' = 405 square feet.

d. Closely fabricated items, such as lattice work, open web joists and grating, should be measured as solid. If both sides of an item are finished double the surface area.

e. When a small opening interrupts a continuous surface, the opening is to be disregarded and considered part of the continuous surface. Any openings extending from floor to ceiling and exceeding two feet in width shall be deducted. All openings 20 square feet or larger are to be deducted.

## SW-9 **RATE OF WORK PERFORMANCE**

a. The completion time for each building may be adjusted by mutual agreement of the Government and the Contractor.

b. Liquidated damages for each day of delay, as set out at contract clause 52.211-12 - LIQUIDATED DAMAGES—CONSTRUCTION, apply to work not completed within the time specified in individual task orders.

## SW-11 **TASK ORDER EXAMPLES**

TASK ORDER EXAMPLE TO REPAIR AND PAINT ON BUILDING 000.

a. STATEMENT OF WORK: Remove and install 50 new turned spindles and new top handrails (50 lf) for Building 000

b. Line items to use (see price schedule for actual line-item numbers and costs)
   a. 0001AA 03; New Top Handrail, 50 LF x $15.50 = $775.00
   b. 0001AA 15; New Turned Spindle, 50 EA x $20.80 = $1040.00
   c. 0001AA 49; Paint Spindles, 50 SF x $2.00 = $100.00
   d. 0001AA 51; Paint Handrails, 50 SF x $2.00 = $100.00

c. Total for all line-items, $2015.00.

## SW-10 **GENERAL NOTES**

a. Exterior painting costs shown reflect removing dirt. Loosing surface matter to a sound paintable surface, masking of light fixtures, sign or other items not to receive paint. Removal and disposal of lead containing paint and lead based paint protective measures (per section 02 82 33.13 20 Removal/Control and Disposal of Paint with Lead). Waste disposal without lead, cleanup and painting of all previously painted surfaces such as but not inclusive: handrails, decking, wood siding, metal siding, ceilings, spindles, stair components, masonry surfaces, exterior steel stairs, windows, doors, misc. trim, fascia, soffits, gutters, downspouts, and metal roofing.

b. Line-item costs such as fascia, soffits, hand rails, trim, and lap siding shall reflect repairing the damaged area such as but not inclusive; removal of damaged area, disposal of debris, installation of new material, and cleanup.

c. Cost for concrete repair shall reflect repairing concrete footings/columns, concrete steps, and landings such as but not inclusive; removal of damaged area, disposal of debris, installation of new material, and cleanup.

d. Cost for masonry repair shall reflect repairing masonry columns, and walls such as but not inclusive; removal of damaged area, disposal of debris, installation of new masonry, and cleanup.

e. Cost for glass repair shall reflect replacing broken glass panes such as but not inclusive; removal of broken panes, disposal of debris, installation of new glass panes, glazing, and cleanup.

f. Line-item cost listed under "Porch Repair" shall reflect demolition, waste removal, painting, cleanup and replacement with like materials and/or as specified.

g. All waste removal items shall be defined as removed from work site and disposed in an approved landfill.

h. When the porch deck demolition has been completed, the Contractor shall square the porch structure making adjustments as necessary.

i. Removal of paint from brick shall include all layers of paint down to brick surface.

-- End of Statement of Work --