SCOPE OF WORK
U.S. COAST GUARD
AIR STATION PORT ANGELES
FIRE ALARM AND SPRINKLER SYSTEM REPAIRS

SECTION 1 – GENERAL INFORMATION

1.1 BACKGROUND

The purpose of this Statement of Work is to procure services to repair multiple fire alarm and sprinkler systems across various buildings at USCG Air Station Port Angeles, WA. Existing systems have been identified with deficiencies that compromise operational readiness, including inoperable gongs, broken valves, obstructed access points, and gauges requiring replacement. The Contractor shall provide all necessary personnel, equipment, materials, and supervision to complete the work described herein.

1.1.1 Primary Point of Contact / Technical Representative:

Name: LT Alec MacLeod
Work: 206-831-4302
E-mail: Alexander.J.Macleod@uscg.mil

1.1.2 Alternate Point of Contact

Name: DCC Darryn Hughes
Work: 509-557-2524
E-mail: darryn.m.hughes@uscg.mil

SECTION 2 – SPECIFIC REQUIREMENTS/TASKS

2.1 GENERAL

The contractor must provide all personnel, equipment, tools, materials, freight, and other items and services necessary to troubleshoot, repair, and restore the fire alarm and sprinkler systems to a complete and operational status.

2.2 TASKS

The Contractor shall perform repairs on the following systems:

- System Troubleshooting: Perform up to 36 hours of skilled labor to troubleshoot and diagnose all outstanding fire alarm system issues across the facility. If additional repairs are needed, provide a written proposal to the Government's technical point of contact.
- Fire Pumps: Replace all nine (9) fire pump gauges (two -30-300 psi oil-filled and seven 0-300 psi oil-filled).
- Wet Sprinkler System (Pease Building): Repair/unclog the inoperable Water Motor Gong and replace the busted main drain handle, including replacement of the associated 2” Globe Valve.
- Wet Sprinkler System (Medical Building): Clear all obstructive bushes and vegetation from around the Post Indicator Valve (PIV) to ensure unrestricted access and operation.
- Wet Sprinkler System (Fire Pump House Building): Replace all system gauges that are due for service.
- Wet Sprinkler System (Exchange Building): Repair/unclog the inoperable Water Motor Gong.
- Dry Sprinkler & Wet Sprinkler Systems (Hangar): Install supervisory or breakaway locks on the three (3) Hangar Yard PIVs as required.
- System Commissioning: Upon completion of repairs, the Contractor shall start up, test, and commission all affected systems. This includes a full function test to verify the proper operation of all new and repaired components.
- Site Cleanup: The Contractor shall remove all project-related debris from the site daily and leave the premises in a clean and orderly condition upon project completion.

2.3 CONTROL AND DISPOSAL OF WASTES

With the exception of materials specifically indicated or specified to be salvaged for reuse in construction, or turned over to the Government, all wastes and demolished materials become the contractor's property and shall be removed from the job site daily in accordance with all local, state, and federal environmental regulations.

2.4 SAFETY

During the execution of this contract, the Contractor shall conform to the rules and regulations as set forth by OSHA Safety and Health Standards, 29 CFR Part 1926 – Safety and Health Regulations for Construction.

SECTION 3 – CONTRACTOR PERSONNEL

3.1 QUALIFIED PRESONNEL

3.1.1 Contract Manager

The Contractor shall provide a Project Manager who shall be responsible for all Contractor work performed under this SOW. The Project Manager shall be a single point of contact for the Contracting Officer and the Technical representative. The name of the Project Manager, and the name(s) of any alternate(s) who shall act for the Contractor in the absence of the Project Manager, shall be provided to the Government as part of the Contractor's proposal. The Project Manager is further designated as Key by the Government. During any absence of the Project Manager, only one alternate shall have full authority to act for the Contractor on all matters relating to work performed under this contract. The Project Manager and all designated alternates shall be able to read, write, speak and understand English. Additionally, the Contractor shall not replace the Project Manager without prior approval from the Contracting Officer.

3.1.2 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, and security, general well–being, or operational mission of the installation and its population. Contractor 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.

3.2 CONTINUITY OF SUPPORT

The Contractor shall ensure that the contractually required level of support for this requirement is maintained at all times. The Contractor shall ensure that all contract support personnel are present for all hours of the workday. If for any reason the Contractor staffing levels are not maintained due to vacation, leave, appointments, etc., and replacement personnel will not be provided, the Contractor shall provide e-mail notification to the Contracting Officer's Representative (COR) prior to employee absence. Otherwise, the Contractor shall provide a fully qualified replacement.

3.3 EMPLOYEE CONDUCT

Contractor's employees shall comply with all applicable Government regulations, policies and procedures (e.g., fire, safety, sanitation, environmental protection, security, "off limits" areas, wearing of parts of DHS uniforms, and possession of weapons) when visiting or working at Government facilities. The Contractor shall ensure Contractor employees present a professional appearance at all times and that their conduct shall not reflect discredit on the United States or the Department of Homeland Security. The Project Manager shall ensure Contractor employees understand and abide by Department of Homeland Security established rules, regulations and policies concerning safety and security.

3.4 REMOVING EMPLOYEES FOR MISCONDUCT OR SECURITY REASONS

The Government may, at its sole discretion (via the Technical representative), direct the Contractor to remove any Contractor employee from DHS facilities for misconduct or security reasons. Removal does not relieve the Contractor of the responsibility to continue providing the services required under the contract. The Contracting Officer will provide the Contractor with a written explanation to support any request to remove an employee.

SECTION 4 – OTHER APPLICABLE CONDITIONS

4.1 PERIOD OF PERFORMANCE

The period of performance for this contract will be 60 calendar days from the date of award. All on-site work shall be completed within 30 calendar days of the project start date.

4.2 APPLICABLE PUBLICATIONS

Publications and forms that apply to the SOW are listed below. The publications have been designated as mandatory. The contractor must be guided by those publications to the extent necessary to accomplish requirements in this SOW.

4.2.1 Mandatory Publications

All work shall comply with the latest editions of the following codes and standards:

- National Fire Protection Association (NFPA) 13, 25, and 72
- National Electrical Code (NFPA 70)
- OSHA Safety and Health Standards, 29 CFR Part 1926

4.3 INVOICING

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. Action to take instructions will be provided upon award.

4.4 ACCEPTANCE CRITERIA

Final acceptance of the work will be contingent upon:

- Successful completion and verification of all items listed in Section 2.2.
- A joint final inspection by the Contractor and the Government's technical point of contact, verifying that the installation is free of defects and meets all SOW requirements.
- A successful functional test of all repaired systems and components.
- Receipt and approval of all deliverables specified in Section 5.0.

4.5 SPECIAL REQUIREMENTS

- Site Access: All contractor personnel will require security vetting. Personnel must enter through the main gate and present a valid, REAL ID-compliant government-issued photo ID for an access pass.
- Work Hours: Work shall be performed during normal duty hours, 0700-1600 Monday through Friday, excluding federal holidays.
- Security: All personnel must comply with installation security regulations. The sponsor/escort is responsible for all guests.
- Safety: The Contractor shall comply with all applicable OSHA safety standards. A site-specific safety plan must be submitted to the Government for review prior to the start of work.

4.6 WORKMANSHIP AND WARRANTY

- **Workmanship Warranty:** The contractor shall provide a minimum one (1) year workmanship warranty

covering all labor associated with work performed under this SOW. The warranty period shall commence upon the date of final project acceptance by the Government.

- **Manufacturer's Warranty:** The contractor shall provide the Government with copies of all manufacturer warranties for the materials installed during the project.

5.0 DELIVERABLES

The Contractor shall provide the following deliverables:

- 5.1 A written report detailing the findings from the 36-hour troubleshooting period, to be submitted for government approval prior to further repairs.
- 5.2 A separate proposal for any additional repairs discovered during troubleshooting, for government approval prior to procurement.
- 5.3 A copy of the site-specific safety plan prior to the start of on-site work.
- 5.4 Two (2) complete sets of all equipment operating manuals and warranty certificates upon project completion.
- 5.5 A final report detailing the system commissioning results, including a checklist of all tested functions, submitted upon project completion.