PERFORMANCE WORK STATEMENT – SCOPE OF WORK
U.S. COAST GUARD STATION CAPE DISAPPOINTMENT

SECTION 1 – GENERAL INFORMATION

1.1 Scope of Work

The contractor must provide all personnel, equipment, tools, materials, supervision, and other items and services necessary to perform the tasks defined in this Scope of Work (SOW). The contractor must perform to the standards in this contract. Any questions regarding scope of work must be directed to the Contracting Officer assigned to the contract. All requests for site visits must be scheduled through the POC. One key POC, although subject to change, for this contract is: DC1 Gage Kellogg (cell: (503)468-8586; email: Gage.M.Kellogg@uscg.mil). A bid walk will be offered on 20JULY2026 at 0900. No other bid walks or site visits will be offered. Bid Walk is mandatory to be considered for the contract.

1.1.1 Place of Performance

Station Cape Disappointment
322 Coast Guard Rd
Ilwaco, WA 98624

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

1.3.1 The contractor must perform the tasks as required by the SOW under this contract during the following hours: Monday through Friday between 06:00am and 8:00 pm unless other time is specified.

1.3.2 Holiday: not applicable to this contract.

1.3.3 Special event, or adjusted work hours: If circumstances should arise wherein the contractor desires a

different work schedule as required in section 1.3.1 above, the contractor must request same in writing. Submit written request to the POC (see Section 1.1 above) 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.

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

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.

3.1.2 Electricity necessary for use by contractor in conjunction with this contract.

3.1.3 Exterior water spigots as necessary for use by contractor in conjunction with this contract.

SECTION 4 – CONTRACTOR FURNISHED ITEMS AND SERVICES
Except for those items, services, or commodities specifically stated in section 3 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 remove and replace all three windows on tower and replace old roof with new one. Representative will develop an appropriate mitigations strategy for the site. the Cape Disappointment site.

5.1.1 Remove and dispose of the existing windows.
5.2.1 Prepare the window openings to receive the new windows.
5.3.1 Install 1 new front window and 2 side windows (see drawings below). New windows to be Milgard Tuscany V400 8320T PW style windows.
5.4.1 Remove all debris caused by our scope of work.
5.5.1 Remove the existing roof system, base and wall flashings, pipe, drain and scupper flashings, down to an acceptable substrate and dispose of legally off-site. Proposal assumes only one in place roof system, all others will be removed at an additional charge.
5.6.1 Inspect the existing deck and replace any wet or damaged material. We will obtain the Owners permission prior to any replacement.
5.7.1 Remove the existing coping and dispose of.
5.8.1 Mechanically attach 1-layer of 1/4” Densdeck coverboard over the wood substrate.
5.9.1 Mechanically attach new Durolast 50 Mil Durotuff PVC single ply membrane over the new coverboard.
5.10.1 Adhere new Durolast 50 Mil Durotuff PVC single ply membrane over all of the base and wall flashings.
5.11.1 Install new Durolast Drain inserts at each of the existing drain locations.
5.12.1 Install new Durolast 24 GA Kynar Coping Cap flashing with a continuous cleat at the perimeter walls.
5.13.1 Install new pipe boots at each pipe penetration.
5.14.1 The contractor shall obtain required permits.
5.15.1 Issue a 2-year Contractor Warranty and a 15-year NDL Manufacturer’s Warranty.

SECTION 6 – TESTING AND ACCEPTANCE

6.1 Testing

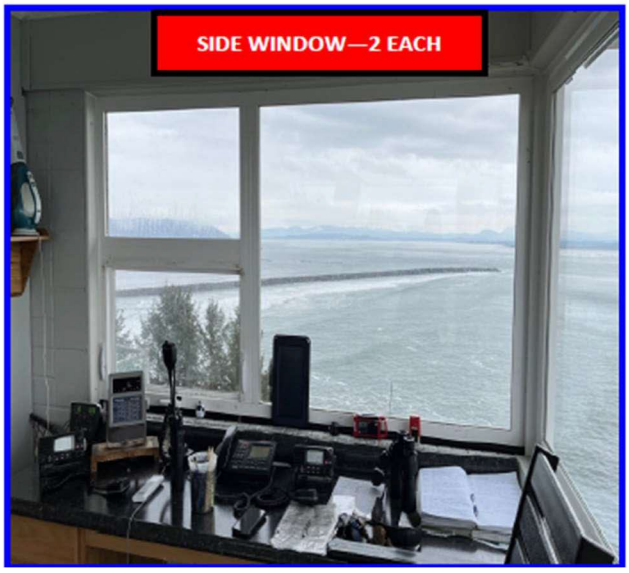
6.1.1 The contractor must document and certify an operational functionality test.

6.2 Acceptance

6.2.1 Acceptance on behalf of the government will be made by the POC per Statement of Work.

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).