Performance Work Statement

Pressure Washing Services for ALC Facilities

Located at
U.S. Coast Guard Base (ALC)
Elizabeth City, N.C.

1) SCOPE: The Contractor shall provide all supervision, labor, transportation, equipment, parts, tools, materials, safety equipment, and incidentals necessary to perform exterior cleaning and pressure washing services for ALC facilities located at U.S. Coast Guard Base Elizabeth City, North Carolina.
   The facilities included in this requirement are:
   a. **HMF 1 & 2, Hangars**
   b. **Building 63, Warehouse**

   The Contractor shall clean the exterior of the identified facilities, including, but not limited to, exterior walls, doors, windows, gutters, downspouts, overhangs, soffits, walkways, loading docks, exterior stairs, railings, and roof areas, where applicable and safely accessible.

2) GOVERNMENT FACILITIES AND UTILITIES:

   a. Electrical power and water will be provided by the Government. The Contractor shall coordinate utility prior to beginning work.
   b. The Contractor shall ensure that Government utility systems are not overloaded or damaged during performance of the work.
   c. Telephone services will not be available for use by the Contractor.
   d. Building restroom facilities are not available for Contractor use. The Contractor shall provide portable restroom facilities for use by Contractor employees.

3) MATERIALS AND EQUIPMENT:
   a. The Contractor shall furnish all materials, equipment, instruments, tools, safety lines, harnesses, lifts, ladders, scaffolding, and other items necessary to accomplish the required services.
   b. Materials shall be delivered to the jobsite in their original unopened packages, clearly marked with the manufacturer's name, brand name, and description of contents. Storage shall be in accordance with the manufacturer's recommendations in a clean, dry, well-ventilated area.
   c. Stored materials shall be protected from sunlight and kept away from excessive heat. The Contractor shall not store highly flammable materials in the work area.
   d. The Contractor shall take special precautions to ensure construction materials, cleaning materials, wastewater, and debris do not enter airfield areas, runways, taxiways, waterways, storm drains, or other restricted areas.
   e. The Contractor is required to comply with all Base permits, plans, and policies that limit open containers, water discharges, falling debris, discharge of waters, and storage of chemicals.
   f. Water use shall be minimized to the greatest extent practicable.
   g. All applicable Safety Data Sheets shall be available upon request. All chemicals used shall be pre-approved by Environmental Compliance prior to being brought onto the Base.

4) SCHEDULE OF WORK: The Contractor shall perform all work on weekends only. Standard weekend work hours are from 8:00 a.m. to 3:30 p.m., Saturday and Sunday, but

the contractor is not limited to these hours. If the contractor is going to work outside the mentioned working hours, permission must be obtained from the Point of Contact (POC) in advance.

5) Mandatory Site Visit: A site visit is mandatory. The Contractor shall visit the site prior to submitting a proposal in order to evaluate the facilities, verify existing conditions, identify access requirements, review building surfaces, evaluate safety concerns, and determine all labor, equipment, materials, and method necessary to complete the work. The Contractor shall verify all dimensions, site conditions, surface types, access limitations, and equipment requirements prior to ordering materials and beginning work. The Contractor shall wear appropriate personal protective equipment during the site visit in accordance with OSHA, State, Federal, and Base requirements.

6) EXISTING CONDITIONS: The contractor is expected to satisfy himself as to the existing conditions and the work to be performed. The contractor shall verify all dimensions and equipment data prior to ordering materials and commencement of work. Any site visit will be arranged by the Point of Contact (POC). The Contractor shall wear the appropriate personal protective equipment (PPE) when visiting the site in accordance with OSHA, State, and Federal regulations.

7) LIABILITY OF CONTRACTOR: Any damage to government property caused by the contractor shall be repaired or replaced by the contractor at no cost to the government. The contractor shall not disconnect any service without approval from the Point of Contact (POC).

8) INSPECTION AND ACCEPTANCE: The Point of Contact (POC) will accomplish inspection and acceptance of the work.

9) SAFETY: The Contractor is wholly responsible for work site safety. The Contractor shall implement a safety program that protects the lives and health of personnel in the work area, prevents damage to property, and avoids work interruptions. The Contractor shall provide appropriate safety barricades, signs, signal lights, cones, fall protection, personal protective equipment, and other safety controls necessary to safely perform the work. The Contractor shall comply with all applicable Federal, State, and local safety laws, rules, and regulations, including Occupational Safety and Health Administration requirements under 29 CFR 1910 and 29 CFR 1926. Any operation defined as "Hot Work" under OSHA/NFPA requirements shall require a permit from the Base Elizabeth City Fire Department before work begins. This includes welding, cutting, brazing, grinding, or any work that could produce sparks or heat and may initiate a fire.

10) ENVIRONMENTAL COMPLIANCE:
    a. The Contractor shall perform all work in accordance with all applicable Federal, State, local, and Base environmental laws, permits, policies, and regulations.
    b. The Contractor shall ensure that all discharges do not contain contaminants contrary to applicable wastewater, stormwater, and environmental requirements.

c. All chemicals required for this project shall be pre-approved by Environmental Compliance prior to being brought onto the Base. Safety Data Sheets shall be provided to the appropriate Base offices upon request.
d. All chemicals and cleaners shall be:
    i. Water-based
    ii. Biodegradable
    iii. Pre-approved by Environmental Compliance
    iv. Non-damaging to painted surfaces, siding, stucco, metal panels, concrete block, painted masonry, aluminum panels, and other exterior finishes
e. The Contractor shall not use any chemicals or cleaners that will affect, damage, discolor, stain, strip, or otherwise distress the exterior surfaces of the buildings.
f. **Nothing shall be discharged to a storm drain at any time during the project.**
g. All storm drains and curb scuppers within range of potential discharge shall be covered, sealed, or otherwise protected during work and shall remain protected until the work has been completed.
h. Wash water containing organic debris or approved chemicals shall be managed in accordance with applicable requirements and may be directed to grassy areas where allowed and approved. Wash water shall not be directed to storm drains, waterways, or restricted areas.
i. Any paint chips, loose debris, or waste water generated during the cleaning process shall be collected, vacuumed, and disposed of properly in accordance with applicable environmental requirements.
j. All spills shall be contained immediately and reported in accordance with Base spill response requirements and work paused until approval to proceed is given by the Fire Department or Environmental.
k. All extra chemicals and products shall be removed from the site upon completion of work.

11) <u>SITE RESTORATION & CLEAN UP:</u> The work site shall be cleaned at the completion of each workday. The Contractor shall remove all waste, trash, extra materials, dirt, debris, chemical containers, and other litter from the site daily and dispose of all waste offsite in accordance with applicable Federal, State, local, and Base requirements. Upon completion of the work, the Contractor shall return the job site to a state of cleanliness equal to or better than the condition in which it was found. There will be no final acceptance of the contract until the Point of Contact (POC) approves the appearance and condition of the job site.

12) <u>GOVERNMENT FACILITIES AND REGULATIONS:</u> The Contractor, Contractor employees, and any subcontractors shall become familiar with and obey all Base and unit regulations. All personnel employed on the project shall remain within the limits of the assigned work area and shall not enter any other area unless required for performance of their duties and approved by the Point of Contact (POC). There shall be no smoking in any Coast Guard building. Smoking is permitted only in designated smoking areas.

13) CONTRACT TIMELINE: The Contractor shall provide all required information and complete the contract within the required schedule unless otherwise approved by the Contracting Officer.
    a. The required schedule is as follows:
    b. The Contractor shall provide all required submittals to the Contracting Officer within **5 calendar days** after contract award.
    c. The U.S. Coast Guard will have **3 calendar days** to review the submittals and respond to the Contractor.
    d. The Contractor shall provide a projected work schedule with the proposal.
    e. The Contractor, upon receiving notification that the U.S. Coast Guard has approved the submittals, shall begin work within **14 calendar days** after submittal approval.
    f. The Contractor shall notify the Contracting Officer of any long lead time delivery of equipment, materials, or other items that could affect contract performance.

14) SUBMITTALS: Once awarded, the following submittals are required for approval. The submittals shall contain sufficient information to determine compliance with this Scope of Work and applicable requirements.
    a. Required submittals:
    b. Detailed work schedule
    c. Safety Data Sheets for all chemicals and cleaners

    No work involving chemicals or cleaners shall begin until the required Safety Data Sheets have been submitted and the chemicals or cleaners have been approved by Environmental Compliance.

15) TECHNICAL REQUIREMENTS: The Contractor shall provide all supervision, labor, transportation, equipment, parts, tools, materials, and incidentals necessary to clean the exterior of the identified ALC facilities.
    a. The Contractor shall thoroughly clean the exterior of:
        i. **HMF 1 & 2, Hangars**
        ii. **Building 63, Warehouse**
    b. The Contractor shall use low-pressure soft wash methods.
    c. The Contractor shall use a water-based biodegradable product to emulsify and remove dirt, dead bugs, bug nests, spider webs, grime, mildew, algae, mold, bacteria, and other organic debris.
    d. The Contractor shall clean exterior surfaces without damaging building finishes, including metal siding, concrete block, painted masonry, aluminum panels, painted surfaces, seals, doors, windows, gutters, downspouts, soffits, overhangs, walkways, loading docks, exterior stairs, railings, and other exterior components.
    e. The Contractor is permitted (approved by the POC) to use pressure washing equipment where appropriate. However, the Contractor shall take special precautions to ensure that no damage is caused by using equipment at pressures that are too high.

f. The Contractor shall use low pressure around sensitive areas, including doors, windows, seals, joints, painted surfaces, metal panels, electrical fixtures, vents, louvers, signage, and other vulnerable building components.
g. The Contractor shall protect adjacent facilities, equipment, vehicles, landscaping, grassy areas, paved areas, storm drains, waterways, and Government property from overspray, debris, chemicals, and damage.
h. The Contractor shall coordinate all work near aircraft, hangar areas, access roads, parking areas, and loading areas with the POC. Aircraft movement, if required, shall be scheduled with the onsite point of contact.
i. The Contractor shall dispose of all generated waste in the appropriate manner and shall ensure that all waste is removed from the Base and disposed of offsite.
j. The Contractor shall provide proper documentation, manifest, or bill of lading for waste disposal when required by applicable laws, regulations, or Base procedures.
k. The Contractor shall perform all work in accordance with applicable Federal, EPA, OSHA, State of North Carolina, local, and Base laws, regulations, permits, and policies.

16) EXECUTION: Workmanship, cleaning methods, equipment use, safety controls, inspection, and testing shall be in accordance with applicable sections of 29 CFR 1910, 29 CFR 1926, manufacturer recommendations, and all applicable Federal, State, local, and Base requirements.
    a. The Contractor shall complete the work in a professional manner and shall ensure that all exterior surfaces identified in this Scope of Work are cleaned to the satisfaction of the POC.
    b. Final acceptance will be based on inspection by the POC and confirmation that the work has been completed, waste has been removed, environmental controls have been maintained, and the site has been restored