US Department of Agriculture (USDA)

Performance Work Statement

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Project Title
WMF Saco Ranger Station Snow Plowing/Removal

General Information

1.0 Background and Purpose

The purpose of this project is to provide access and egress to the Saco Administrative site throughout the winter months for employees and the general public.

Site Visits – If you would like to visit the work site, please reach out to the local point of contact:

Helon Hoffer - helon.hoffer@usda.gov - p: 603-452-7125

2.0 Definitions

Driveways: refers to all paved areas that are not parking spaces

Saco Admin Site: refers to the federal property located at **33 Kancamagus Highway, Conway, NH 03818**

Winter months: refers to the time between November 1 and May 31

Contractor Requirements

3.0 Technical Requirements / Tasks

Snow removal shall be provided during winter months, from November 1 through May 31. Snow shall be removed when snowfall exceeds 2" and shall be cleared by 1630 EST or the following day by 0700 EST, whichever comes first. This includes weekends and holidays. If snowfall continues after contractor removes initial 2", contractor shall return to clear every 2" of additional snowfall.

Snow shall be cleared off all pavement and pushed back.

Snow shall be plowed in such a manner as not to block or obstruct walkways, garage stall/doors, fire hydrants, dumpsters, and equipment buildings. If snow if plowed in a way as to block these areas, the contractor shall be called to correct the problem at no additional charge to the government.

Contractors shall not shovel sidewalks nor pathways and shall not spread salt nor sand. The government does these tasks.

4.0 Deliverable / Schedule

Key Deliverables

Item No.	*Deliverable*	*Objective*	*Due*
0001	*Saco Admin Site cleared of snow*	*Remove snow build-up from driveways and parking areas of Saco Admin Site when snowfall exceeds 2"*	*By 1630 EST the day of snowfall or 0700 the day following snowfall, whichever comes first*

5.0 Government Furnished

The government will not provide any tools for contractor use. The government will spread our own sand and shovel our own sidewalks and will not pay the contractor for these services if they are provided.

6.0 Travel

There are no travel requirements nor reimbursement.

7.0 Contractor's Key Personnel

Plow driver is key personnel. Submission of references for past work is required to display at least 1 season of plow operation

8.0 Security Requirements

No security requirements are needed. Contractor has no expectation for access into buildings. Gate to employee and government vehicle parking areas may be closed but will not be locked. Contractor is expected to open gate and pin gate arms to posts when opened.

9.0 Data Rights

N/A

10.0 Section 508 - Electronic and Information Technology Standards

N/A

11.0 Performance Requirement Measures

Performance Objective	*Required Task or Deliverable*	*Performance Standard*	*Method of Surveillance*	*Positive/Negative Incentive % for NOT meeting the Task*
Snow removal	*Saco Admin site must be accessible and plowed of snow to maintain employee and public access between the hours of 0700 and 1630 every day.*	*100% removal of all snow per the PWS*	*Visual inspection*	Deductions After work has been re-worked once, the government shall have the right to have the work redone and charge the contractor actual charges for having the work redone including inspection and Contract Administration

Map of Saco Ranger Station Snow Removal Area

Located at 33 Kancamagus Highway, Conway, NH 03818
Phone number of the ranger station is 603-447-5448
Highlighted areas indicate areas that must be plowed
Red indicates areas that historically work to store snow