Fort Bliss small business office
Request for Contractor's Proposal

Name of project: Replace 6 Heating Ventilation Air Conditioning (HVAC) Carrier Rooftop units (RTU)
Project location: bldg. 1611
Project work order number: FE 10216 5J
Fiscal Year: FY26
POP: 270 calendar days

Statement (Scope) of work (SOW)

General Description of Work.
All work shall comply with State, local and Federal laws and regulations, industry and construction codes and standards, manufacturer's specifications and recommendations, and all contract special provisions, terms, and conditions. The Contractor shall be responsible for obtaining all required licenses and permits to perform construction work on a Federal installation and be properly bonded and insured in accordance with Federal Acquisition Regulation (FAR) requirements. The intent of the contract is to provide for the construction and completion of the work described. The Contractor shall furnish all labor, material, equipment, tools, transportation, and supplies necessary to complete the work according to the contract. Contractor shall replace 6 HVAC Carrier rooftop units.

1. Period of Performance (POP).

All work shall be completed according to the awarded contract period of performance of no later than (270) calendar days after contract award is issued by the Contracting Officer (KO). The Contractor shall **submit** to the Contracting Officer (KO) and Contracting Officer Representative (COR) Site Specific Safety Plan, Activity Hazard Analysis (AHA), Quality Control Plan (QCP), Storm Water Pollution Prevention Plan (SWPPP), Site Clearance and Line Marking Request (SCLMR) dig permit completion of Section 1, Traffic Control Plan (TCP), etc. to be initiated within (14) calendar days after contract award date, so the Notice to Proceed (NTP) can be issued. These submittals shall be completed no more than (60) calendar days of contract award.

POP includes time required for Contractor to start performing this project no later than (NLT) (90) calendar days of Task Order (TO) award to meet the bona fine need rule to process any coordination with any Government Agency or the Contracting Officer Representative (COR) to complete the following submittals (*Refer to paragraph 9. Project Submittals*):

1.1. Contractor's proof of submitting the dig permit package (SCLMR Form, 811 ticket, map marking the area for utilities marking) to COR with Section 1 completion.
1.2. Contractor's coordination with COR to receive SCLMR Form with Section 2 completion by DPW Divisions, and Contractor to complete Section 3 to send emails to Stakeholders for utility lines marking up to Section 4.
1.3. Directorate of Emergency Services (DES) approval on contractor's traffic control plans.
1.4. Contractor shall notify the COR, KS and KO if any of the submittals like the Safety Plan, AHA, SWPPP, TCP, or SCLMR have not been approved within (60) calendar days of TO award.
1.5. Site Clearance and Line Marking Request (SCLMR) dig permit shall be completed no later than (60) calendar days after TO award. Contractor's delay to complete SCLMR dig permit without a valid

written justification to COR, KO and KS within (30) calendar days of TO award about dig permit progress being out of Contractor's control announcement will account for **Liquidated damages assessment without the justification for time extension request.**

1.6. Determination for inclusion of liquidated damages

1.6.1. Directorate of Public Works provided a total amount of liquidated damages that the Government will incur for each calendar day of delay to roof repairs, Fort Bliss, TX.

1.6.2. The costs incurred by the Directorate of Public Works, are established at $1,717.24 per calendar day of delay in completing the contract.

1.6.3. The Directorate of Contracting has evaluated this amount and found this cost is considered justifiable and in no way constitutes a penalty to the Contractor. The breakdown is as follows:

DISCIPLINE	MAN HOURS	HOURLY RATE	COST PER DAY
DESIGN BRANCH			
CIVIL ENGINEER	2.00	$ 50.00	$ 100.00
MECHANICAL ENGINEER	2.00	$ 50.00	$ 100.00
ELECTRICAL ENGINEER	2.00	$ 50.00	$ 100.00
ARCHITECT	2.00	$ 50.00	$ 100.00
SUPERVISOR	2.00	$ 57.69	$ 115.38
CONSTRUCTION BRANCH			
PROJECT ENGINEER	8.00	$ 50.00	$ 400.00
INSPECTOR	8.00	$ 33.24	$ 265.92
SUPERVISOR	4.00	$ 57.69	$ 230.76
CONTRACTING OFFICE			
CONTRACTING OFFICER	2.00	$ 57.69	$ 115.38
CONTRACT SPECIALIST	2.00	$ 37.21	$ 74.42
STAFF JUDGE ADVOCATE	2.00	$ 57.69	$115.38
		CONTRACTING TOTAL COST PER DAY:	$ 305.18

TOTAL LIQUIDATED DAMAGES PER CALENDAR DAY FOR THIS PROJECT ARE: $ 1,717.24

2. Pre-Construction Meeting.

The Contractor shall attend a pre-construction meeting held by the Government prior to construction. Mobilization and/or Start of Construction shall NOT begin until this meeting is held. This meeting serves to answer any questions from the Contractor and to discuss building issues such as storage, security, access, working hours, notifications, etc.

3.1 Particulars:

3.1.1 Contractor shall verify all field conditions, prior to commencement of work. Any discrepancies shall be brought to COR's attention immediately. Any discrepancies found on sight shall be brought to COR immediately.

3.1.2 Contractor shall do a repair by replacement of Carrier units with TRANE HVAC units of the same capacity as listed in the building schedule or approved equivalent..

3.1.3 Contractor shall not demolish existing Carrier RTUs A8, A10, A11, A12, A14, and A15 until submittal for new units has been approved and units are ON SITE. Demolition shall be adjusted to schedule as per vendor's lead time and delivery. Any deviations to the construction schedule shall be brought to CORs attention with supporting documentation. Unit tags differ from the as built drawing schedule. Most of the units around the Postal Exchange (PX) are Carrier brand. Carrier units that are to be replaced are A8, A10, A11, A12, A14, and A15. Carrier units A8 and A14 are parallel to Marshall Rd. Carrier Unit A15, is below the first line of units parallel to Marshall Rd. Carrier units A10, A11, and A12 are in a line perpendicular to unit A8

3.1.4 HVAC units shall include but not be limited to: High efficiency units, hail guards, programable thermostat sensors with LCD screen, filters, factory made adapt-a-curb specific to unit being installed, HVAC economizer, barometric relief, hinge access doors, compressors and any associated appurtenance.

3.1.5 All roof penetrations shall be properly sealed. All repairing sealing of the roof after the Adapt a curb has been installed shall match existing roof material.

3.1.6 Adapt a curb shall be provide by the manufacturer/ vendor and sized properly for the new rooftop unit. Adapt a curb shall be properly reconnect rooftop unit to existing ductwork.

3.1.7 Contractor shall comply with units manufacturer's recommendations for filters and all other accessories.

3.1.8 Contractor shall replace existing Carrier HVAC RTUs with new Trane brand units or approved equal.

3.1.9 RTU schedule and details is provided in enclosure 1 As built drawings for bldg 1611. RTUS shall be Leadership in Energy and Environmental Designs (LEED)s compliant, have powered convenience outlet, economizer with comparative enthalpy control, condenser coil hail guard grille, merv 13 pleated return air filters, phase loss protection, stainless steel heat exchanger, factory fabricated 14" Adapt a curb , programable temperature sensor with LCD screen, barometric relief damper, CO2 Sensor (ask for location). , natural gas altitude kit.

3.1.10 Contractor shall be working in an occupied facility and will need to work around customers since the building that is being serviced is the Post's Post Exchange (PX). Any work that needs to interrupt sections of the PX shall be coordinated thru COR and tenant POC.

3.1.11 Any solid waste generated (non-hazardous or construction debris related) shall be disposed of by the contractor, its subcontractor or the project proponent. All solid waste that cannot be recycled and shall be disposed of at a permitted landfill or other authorized facility. Burning or burying (land disposal) is strictly prohibited by state laws. Any evidence of such will be addressed properly and the

contractor, its subcontractors and the proponent will be responsible for: cleaning and removing all debris, trash and contaminated soils, water or other impacted materials, and replacing the materials, equipment or other infrastructure at the proponents, contractors and its subcontractors costs. Scrap metal, wood pallets, and other special recyclable materials can be collected from the project site by coordinating with the Fort Bliss Recycling Program.

3.1.12 Contractor shall separate any electrical line that connect any HVAC units. Electrical disconnects shall isolate HVAC units individually

3.1.13 All HVAC units shall be compliant with environmental requirements for HVAC refrigerant.

3.1.14 Contractor shall recover the units' R-410A freon. Contractor shall provide recovery documents for Environmental review/ acceptance. Disposition of R-410A freon must be notified to the Government. Refrigerant shall be properly removed, collected and disposed, and records of type, quantity and date of evacuation shall be submitted to the air program manager victor.h.garcia22.civ@army.mil.

3.1.15 DPW's Operations and Maintenance Division (OMD) shall have the first right of refusal for the salvage of R-410A freon. If OMD refuses to take R-410A for their maintenance contract, Contractor shall proceed as per Environmental procedures.

3.1.16 Contractor shall provide and install galvanized steel sheet metal ductwork, per Sheet Metal Air Conditioning Contractor's National Association (SMACNA) regulations. Ductwork installation to be of same gage and nominal size as existing ductwork. Any exterior ductwork shall comply with exterior ductwork Unified Facilities Guidelines Specifications (UFGS) section 23 07 00 2.4.8 Weatherproof of Duct Insulation Equipment Insulation System and other applicable codes and regulations.

3.1.17 Provide and install 2" ductwork fiberglass insulation, fire resistant, vapor barrier and aluminum jacketing. Ductwork insulation per International Mechanical Code (IMC), SMACNA and American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE).

3.1.18 New RT units, ductwork, shall be tested and balanced by an independent Tab and Balancing (TAB) contractor, National Environmental Balancing Bureau (NEBB) certified or equal. TAB report shall be submitted to COR prior to final/Pre-Final Inspections and contract closeout. Balancing shall include adjustment of all manual volume dampers, splitter dampers, balancing valves system zone dampers (if required), butterfly dampers and individual diffuser volume dampers (final balancing only). Report shall include volume with room reference, zone volume totals, outside air percent, balancing the return damper, and any other associated items.

3.1.19 Contractor shall remove smoke detector from return and supply ducts. Smoke detectors shall be reinstalled once new units have been installed. Any disconnections to the fire alarm systems shall be done by a certified fire alarm Technician/ Contractor. Proper credentials when providing submittals shall be submitted by main Contractor.

3.1.20 Any new smoke detectors shall be programmed to the proper zone. For HVAC units that provide more than 2,000 CFMs, smoke detector shall be installed on the supply side duct.

3.1.21 Final testing shall be coordinated with the Fort Bliss Fire Department dispatch to ensure every zone that was affected by the new installation is still functioning properly.

3.1.22 Contractor is to re-install smoke detector sensor to units' return duct wherever possible. Testing of the smoke detector and proper system shutdown must be tested and coordinated with Pride HVAC shop and Fort Bliss Fire Department.

3.1.23 Contractor shall provide and install condensate piping per Manufacturers (MFG) specifications and recommendations. Condensate piping shall connect to existing roof drains or to the closest splash blocks as per latest IPC and IMC codes. New condensate drain line diameter shall match the rooftop unit's condensate drain connection diameter. All condensate drain line installation shall include but not be limited to: PVC schedule 80, rubber mats and any other associated appurtenances.

3.1.24 Utility (i.e. electrical, water, gas) outages and or interruptions must be coordinated through the Engineering Services Division (ESD) COR or Project Manager. Contractor is responsible for any costs associated with Utilities interruption/ reconnection charges.

3.1.25 Contractor shall provide and install new breakers to electrical panels, disconnects, reuse conduits if possible and provide new wiring to do electrical connections. All electrical work shall be done in accordance to all applicable electrical codes and regulations.

3.1.26 Contractor shall re-label units, provide updated panel schedule identifying unit name plates.

3.1.27 HVAC units shall have programable thermostat sensors with LCD screens, including an override button for system to be used during after-hours, new wiring, new conduit and any other associated appurtenances.

3.1.28 Contractor shall provide new HVAC condensate drains lines and connect to the nearest roof drain. Condensate drain lines shall be made out of copper, painted white, and properly labeled.

3.1.29 Label all electrical equipment as per NEC. Update or provide new panel schedules for existing panel with changes.

3.1.30 All electrical work shall be in accordance with the current National Fire Protection Association (NFPA) 70, National Electrical Code (NEC), and American National Standards Institute (ANSI) C2 National Electrical Safety Code (NESC).

3.1.31 Building 1611 is not currently under the Control of the DPW BOC via its UMCS LonWorks (Johnson Controls Metasys) and it is not under Cyber Security Control via an Authority to Operate. Each HVAC unit has controller components and are "NOT" to be damaged. Existing control system communication lines are not to be disturbed. Communication control lines shall be cut with care and labeled properly. Any control system's wiring that needs to be disconnected to remove one of the 6 units shall be done carefully in order not to damage any other existing control components.

3.1.32 Contractor shall manufacture and install new unit name tags as per as- built drawings on each unit disconnect.
3.1.33

3.1.34 Phasing plan shall be submitted for approval by COR prior to demolition of HVAC units and installation of new units since building requires cooling/ heating at all times.

3.1.35 If HVAC units are not approved on the 2nd round, it is the primary Contractor's responsibility to engage in constant communication with vendors, COR, and any other sub-Contractors involved.

3.1.36 On third round of submittals Contractor shall comply with brand name described in this SOW.

3.2 Fire prevention construction guide:
3.2.1 Prior to performing "Hot Work" (welding, soldering, cutting, tar pots, etc.) or operating other flame producing devices, contractor shall request the issuance of a Hot Work Permit. Permits will not be issued in advance. Ensure all equipment is in place prior to calling. The telephone number to request the permit is 915-543-0019.

3.2.2 All painting materials to include paint brushes, empty paint cans, drop cloths etc., and flammable liquids shall be stored outside in authorized storage containers. The containers will be located at a safe distance from the building and ensure they are not obstructing any Fire Department Connections to that building.

3.2.3 Accumulation of trash, papers, shavings, sawdust, excelsior, boxes and other packing materials will be removed from the building at close of work day and disposed in proper containers located away from the building. Areas outside of the building undergoing work will be kept clean of trash, paper or other discarded combustibles.

3.2.4 Storage of lumber, roofing paper or other combustible supplies needed during construction shall be kept at a safe distance from the building if no storage yard is assigned.

3.2.5 All portable electric devices (saws, sanders, compressors, extension cords or lights) will be disconnected at the close of each workday.

3.2.6 All contractors will require their employees to familiarize themselves with locations of the nearest administrative telephones and the procedures when using their own cell phones. Employees will dial the emergency numbers provided in this guide book.

3.2.7 Contractors will report all fires no matter how small they may be. Use emergency numbers provided in the guide book.

3.2.8 Fire extinguishers in buildings shall not be removed from their locations or used for any purpose other than fire.

3.2.9 Fire hydrants will not be utilized without getting the consent of Ft. Bliss Water at 915-569-5358 or 915-564-1332 and the Asst Chief of Fire Prevention at 915-744-9896.

3.2.10 Fort Bliss Water will provide personnel for the operation of water valves pertaining to our water distribution system.

3.2.11 Smoking in buildings undergoing work is prohibited. Assign a designated smoking area with a proper receptacle for discarded smoking material located a minimum of 50' away from all buildings.

3.2.12 Contractors will notify the Fire Department if roads, Fire Lanes, etc., are to be blocked or closed. Call Dispatch at 915-744-2115 or 915-744-9172.

3.2.13 Contractors will not work on sprinkler systems or any part of the alarm system without the approval of the Fort Bliss Fire Department. You will call 915-744-2115 or 915-744-8194/8195/2817 prior to commencing work.

3.2.14 The contractor(s) Shall check for hot spots 60 minutes after hot work has been completed and will ensure hot work is cool to the touch a minimum of 60 minutes prior to contractor leaving for the day.

3.2.15 Prior to close of business each day, contractors will inspect the exterior and interior of the building to ensure all guide lines have been followed.

Listed below are other areas of concern which may pose problems in and around the construction site:

a. Improper storage of flammable materials;
b. Cleaning with flammables;
c. Improper use of extension cords;
d. The use of electrical equipment with faulty wiring;
e. The use of tools that are not UL approved;
f. Not following Hot Work Permit guidelines;
g. Smoking in unauthorized areas and or improper discard receptacles;
h. Blocking Fire Department Connections.

3. Project signs.

The Contractor shall install a project information signage at the work site. The sign will contain information such as project name, Contractor information, etc. A template will be provided in the design plans. The sign shall be placed where it can safely be viewed by the general public. In addition to this sign, a worksite bulletin board and Safety and Occupation Health bulletin board shall be placed where hey are accessible to workers performing work for this project. These signs shall remain in place for the duration of the construction until project acceptance.

4. Permits and Authorizations.

Any soil compaction or testing utilizing radioactive devices (e.g. nuclear soil density meters, X-Ray Fluorescence (XRF) equipment) shall require a permit before activities take place in the Installation. Request permit from Garrison Deputy Safety Mr. Michael Blondell at (915) 568-2799 email: michael.d.blondell.civ@army.mil or Garrison Safety Director Ms. Linda Alderson at (915) 568-2756 email: bouachanh.l.alderson.civ@army.mil
Contractor shall prepare and submit an application (DA Form 3337, http://armypubs.army.mil) to bring in radiation devices at least thirty (30) calendar days prior to anticipated use. Applications shall be submitted through the COR.

5. Facility Conditions.

Facility (will be) occupied during construction. Do not enter the facility without prior approval of the building user with coordination through the Contracting Officer Representative (COR). Temporary cooling heating shall be provided as RTUs are demolished/ installed.

6. Construction Specifics.

All construction work shall be performed as per the provided drawings, and specification in awarded contract.

Project Desing Plans will be provided in a separate file.

6.1 Contractor cannot commence any disturbance of soil until Site Clearance and Line Marking Request (SCLMR) dig permit is completed by DPW – Engineering Services Division PM in Section 5 final signature. Contractor shall post final/signed dig permit in Contractor's bulletin board. Contractor shall announce excavation activities within 3 business days to COR with a courtesy copy to KO and KS. If the earth work is not started within 10-14 days of the completion of the permit, the Contractor shall request remarking of lines to all Private Utility Providers (PUPs) to include Network Enterprises Center (NEC). Any utility line damaged during excavation shall be repaired by Contractor with no charge to the Government. The dig permit is only good for 10-14 days unless all remarking is accomplished. (COR to include this paragraph 7.1 if DCLMR is applicable.)

6.2 Approvals, including a SWPPP, must be obtained for 1 acre or more surface disturbance prior to submittal of a Dig Permit request. If a Storm Water Pollution Prevention Plan (SWPPP) is anticipated for the project, the Contractor shall submit SWPPP to COR for coordination with DPW Environmental Division prior to acceptance of the Dig Permit request. Contractor shall coordinate with COR for SWPPP required format. (COR to include this paragraph 7.2 if SWPP is applicable.)

6.3 (List any requirements/notes that are not in the drawings. Otherwise, do not list anything)

7. Contractor's Requirements for Antiterrorism /Operations Security Employee Training.

7.1 AT Level I Awareness training. This language is for contractor employees with an area of performance within an Army controlled installation, facility or area. All contractor employees, including subcontractor employees, requiring access to Army installations, facilities and controlled access areas

shall complete AT Level I Awareness training within five (5) calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within five (5) calendar days after completion of training by all employees and subcontractor personnel. AT level I Awareness training is available athttps://jko.jten.mil/courses/AT-level1/launch.html

7.2 **Access and general protection/security policy and procedures.** *This language is for contractor employees with an area of performance within Army controlled installation, facility, or area.* Contractor and all associated subcontractor employees shall provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity verification requirements (FAR clause 52.204-9, Personal Identity Verification of Contractor Personnel) as directed by DOD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) and Health Protection Condition (HPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

7.2a **For contractors requiring Common Access Card (CAC).** Before CAC issuance, the contractor employee requires, at a minimum, a favorably adjudicated Tier 1 background investigation, or an equivalent or higher investigation in accordance with Army Directive 2014-05. The contractor employee will be issued a CAC only if duties involve one of the following: (1) Both physical access to a DoD facility and access, via logon, to DoD networks on-site or remotely; (2) remote access, via logon, to a DoD network using DoD-approved remote access procedures; or (3) physical access to multiple DoD facilities or multiple non-DoD federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled Tier 1 at the Office of Personnel Management.

7.2b **For contractors that do not require a CAC but require access to a DoD facility or installation.** Contractor and all associated sub-contractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (Army Directive 2014-05/AR 190-13), applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by government representative); or, at OCONUS locations, in accordance with status of forces agreements and other theater regulations.

7.3 **AT Awareness Training for Contractor Personnel Traveling Overseas.** This language requires US based contractor employees and associated subcontractor employees to make available and to receive Government provided area of responsibility (AOR)-specific AT awareness training as directed by AR 525-13. Specific AOR training content is directed by the combatant commander, with the unit ATO being the local point of contact.

7.4 **iWATCH Training.** *This language is for contractor employees with an area of performance within an Army controlled installation, facility or area.* The contractor and all associated sub-contractors shall brief all employees on the local iWATCH Army program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within **15** calendar days of contract award and within **15** calendar days of new employees

commencing performance with the results reported the COR NLT **30** calendar days after contract award.

7.5 **Army Verification System (AVS) registration for contractor employees who require access to government systems (ISs).** All contractor employees with access to a Government IS must be registered in AVS at commencement of services and must successfully complete the DoD Information Assurance Awareness prior to access the IS and then annually thereafter. Guidance on when to create a new web-based 2878 or 7789 from IVS can be found online at https://www.aesmp.army.mil/csm?id=kb_article_view&sysparm_article=KB0014887

7.6 **For contracts that require a formal OPSEC program.** The contractor shall develop an OPSEC Standing Operating Procedure (SOP)/Plan within **90** calendar days of contract award, to be reviewed and approved by the responsible Government OPSEC officer. This plan will include a process to identify critical information, where it is located, who is responsible for it, how to protect it and why it needs to be protected. The contractor shall implement OPSEC measures as ordered by the commander. In addition, the contractor shall have an identified certified Level II OPSEC coordinator per AR 530-1.

7.7 **For contracts that require OPSEC Training**. Per AR 530-1, *Operations Security*, the contractor employees must complete Level I OPSEC Awareness training. New employees must be trained within **30** calendar days of their reporting for duty and annually thereafter. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within **five (5)** calendar days after completion of training by all employees and subcontractor personnel. OPSEC training is available at https://securityawareness.dcsa.mil/opsec/index.htm

7.8 **For IA/IT training.** All contractor employees and associated subcontractor employees must complete the DoD IA awareness training before issuance of network access and annually thereafter. All contractor employees working IA/IT functions must comply with DoD and Army training requirements in DoDD 8570.01, DoD 8570.01-M and AR 25-2 within six months of appointment to IA/IT functions.

7.9 **For IA/IT certification**. Per DoD 8570.01-M, DFARS 252.239.7001 and AR 25-2, the contractor employees supporting IA/IT functions shall be appropriately certified upon contract award. The baseline certification as stipulated in DoD 8570.01-M must be completed upon contract award.

7.10 **For contractors authorized to accompany the force.** DFARS Clause 252.225-7040, *Contractor Personnel Authorized to Accompany U.S. Armed Forces Deployed Outside the United States*, shall be used in solicitations and contracts that authorize contractor personnel to accompany US Armed Forces deployed outside the US in contingency operations; humanitarian or peacekeeping operations; or other military operations or exercises, when designated by the combatant commander. The clause discusses the following AT/OPSEC related topics: required compliance with laws and regulations, pre-deployment requirements, required training (per combatant command guidance), and personnel data required.

7.11 **For Contract Requiring Performance or Delivery in a Foreign Country,** DFARS Clause 252.225-7043, *Antiterrorism/Force Protection for Defense Contractors Outside the US*. The clause shall be used in solicitations and contracts that require performance or delivery in a foreign country. This clause applies to both contingencies and non-contingency support. The key AT requirement is for non-local national contractor personnel to comply with theater clearance requirements and allows the combatant commander to exercise oversight to ensure the contractor’s compliance with combatant commander and subordinate task force commander policies and directives.

7.12 **For contracts that require handling or access to classified information.** Contractor shall comply with FAR 52.204-2, Security Requirements. This clause involves access to information classified “Confidential,” “Secret,” or “Top Secret” and requires contractors to comply with (1) The Security Agreement (DD Form 441), including the National Industrial Security Program Operating Manual (DoD 5220.22-M); (2) any revisions to DOD 5220.22-M, notice of which has been furnished to the contractor. A DD Form 254, DoD Contract Security Classification Specification must be completed for both solicitation and award phases for contracts requiring access to classified material.

7.12a If secure telecommunication requirements apply, include clause 252.239-7016 and follow guidance at 239.74.

7.12b If covered system support requirements apply, include provision 252.239-7017 into the solicitation, clause 252.239-7018 into the contract, and follow guidance at 239.73.

7.13 **Controlled Unclassified Information (CUI).** Include DFARS clause 252.204-7012, which requires the contractor to comply with NIST 800-171. Also include DFARS provision 252.204-2019 into solicitations. Acquisition officials should follow procedures outlined in DFARS 204.73 and verify vendors have an adequate NIST SP 800-171 summary assessment score within the Supplier Performance Risk System (within PIEE). If the score doesn’t show a medium- or high-level assessment with a score of 110 or better (as described in the “NIST SP 800-171 DoD Assessment Methodology”), include clause252.204-7020 and obtain the vendor’s “system security plan” and “plan of action” for NIST SP 800-171 verification and assurance by Army security officials.

7.14. **Threat Awareness Reporting Program.** For all contractors with security clearances. Per AR 381-12 Threat Awareness and Reporting Program (TARP), contractor employees must receive annual TARP training by a Counterintelligence (CI) agent or other trainer as specified in 2-4b.

9. Project Submittals.

Government review times for submittals and Request for Information (RFI) is 14 calendar days. Contractor shall provide one (1) electronic copy of **all** submittals to the COR, Contract Specialist (KS) and (Contracting Officer) KO by email. Form TRADOC FORM 928-R-E shall be used for the submittals. All forms shall be electronically fillable. *Refer to paragraph 10. Enclosures.*

9.1 Daily Reports. During construction the Daily Reports shall be provided to the COR, KS and KO by email on a Monday containing the dailies for the previous week.

9.2 Progress Payment Requirement. Contractor shall submit a progress payment based on cost per FAR 32.5. Progress Payment Request shall identify the % of construction completed in the “Contract Progress Payment Request Form”. *Refer to paragraph 10*. Enclosures. Contractor shall submit the Progress Payment Request Form along **with Certified Payrolls** to COR, KS and KO by email. Contractor will be able to submit Invoice through WAWF until receiving the Pay Application approval to be signed by the KO.

9.3 Contractor shall submit ENG Form 4288-R **Submittal Register and Preliminary Construction Schedule no later than (14) days after Notice to Proceed (NTP)** to the COR, KS and KO listing **all** the submittals that are anticipated to be reviewed and approved by the COR. Then the COR will make

comments to Contractor about the submittals that won't be applicable to the Project. *Refer to paragraph 10. Enclosures.*

9.4 After ENG Form 4288-R Submittal Register is approved by the COR, at the minimum **the following submittals shall be provided by the Contractor within (14) calendar days after NTP** to COR with a CC to KS and KO:

9.4.1 Site Specific Safety Plan
9.4.2 Activity Hazard Analysis
9.4.3 Quality Control Plan
9.4.4 Construction Schedule (updates required when a milestone changes or there's a modification)
9.4.5 Site Clearance and Line Marking Request (SCLMR) dig permit (if required)
9.4.6 Storm Water Pollution Prevention Plan (SWPPP) (if required)
9.4.7 Traffic Control Plan (if required)
9.4.8 (List any other submittals that COR needs within 14 calendar days after NTP)

9.5. The following submittals shall be provided by **the Contractor within (30) calendar days after NTP** to COR with a courtesy copy to KS and KO:

9.5.1 List of subcontractors
9.5.2 Submittals for materials
- If the Contractor cannot deliver the material submittals within (30) calendar days after NTP, the Contractor shall notify the delay in writing with justification to COR, KS and KO for KO approval for extension.
- If Contractor is deviating the material from the SOW requirements, the Contractor shall submit in writing the reason for any deviations and annotate such deviations on an RFI to COR, KS and KO for response prior to submission.
- If material submittal has been rejected more than 3 times, the Contractor shall request a meeting to COR, KS and KO to resolve the concern.

9.5.3 Documentation of Contractor and subcontractors training certificates
9.5.4 Status of Site Clearance and Line Marking Request (SCLMR) dig permit
9.5.5 Status of SWPPP (if applicable)
9.5.6 (Other submittals to be added by COR)

9.6 Review and acceptance of submittals by the Government does not relieve the Contractor from the responsibility to meet all specifications, drawings, and other required contractual standards or regulations. **The Government will require fourteen (14) calendar days for review of each submittal or resubmittal** furnished by the Contractor for approval.

9.7 Closeout Documents shall be provided by the Contractor within (14) calendar days of Construction Acceptance to COR KS and KO.

9.7.1 Equipment Operation and Maintenance Manuals, Shop Drawings, and Product Data Manuals.
9.7.2 As-Built Drawings. The Contractor shall provide one (1) electronic copy in AutoCAD .dwg format, and (1) electronic copy in PDF Adobe format. (Include the request of set of mylars here and in Section 7 if applicable to new work). [Delivery of 1 set of mylar drawings 24" by 36" will be requested per TO on Section 7 - Construction Specifics if applicable for new work.]
9.7.3 Provide recycle manifest tickets (Refer to CxLog).
9.7.4 Asbestos Free Construction Letter to include Safety Data Sheets (SDS).

9.7.5 DD1354 Form (if applicable).
9.7.6 Warranties.
9.7.7 (List any other closeout documents that COR will require)

10. Enclosures.

NOTE: Attached forms are part of the original contract except ENG Form 4288-R Submittal Register. There are other forms that Contractor shall follow as included IAW division requirements. The forms below are related to the topics mentioned on this SOW for a specific Task Order.

10.1 ENG Form 4288-R Submittal Register
10.2 TRADOC FORM 928-R-E Material Approval Submittal
10.3 Site Clearance and Line Marking Request (SCLMR) dig permit (if required)
10.4 DPW-ESD RFI Template
10.5 Contract Progress Payment Request Form

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