STATEMENT OF WORK (SOW)
FOR
HERBERT R. TEMPLE JR. ARMY NATIONAL GUARD READINESS CENTER (TARC)

TARC 1 ROOF REPLACEMENT

1. PROJECT SUMMARY:

   The contractor shall furnish all labor, materials, tools, equipment, and supervision required to perform all work in strict accordance with the specification in the accomplishment of the following work. The scope of this project is to replace the existing low-slope commercial roof system on the building located at 111 S George Mason Dr, Arlington, VA 22204. This is a complete tear-off and replacement project designed to provide a new, watertight, and energy-efficient roof system that complies with all applicable state and local building codes.

2. BACKGROUND:

   The current roof system, an Ethylene Propylene Diene Terpolymer (EPDM) system, is 33 years old (original from building construction) and has deteriorated and failed to provide adequate waterproofing causing water intrusion into the building. The replacement is required to mitigate ongoing water intrusion, improve energy efficiency, and ensure the long-term integrity of the roofs and the buildings.

3. PERIOD of PERFORMANCE (PoP):

   The project shall be accomplished in one (1) phase. The total duration of this project shall not exceed 120 Days from the Notice to Proceed (NTP) including any submittals and all construction. Any changes or extensions to this time need prior approval from the Contracting Officer (KO).

   Activities in the vicinity of this project will be kept in full operation during construction. The contractor shall coordinate with the Contracting Officer's Representative and schedule construction activities. Reference Contract Clause FAR 52.236-8, "Other Contracts".

   All the work shall be performed during regular work hours of 7am-5pm. Certain work items that may need to be done after hours i.e. work that may disrupt the occupants of the building shall be coordinated with the COR. Contractor will not have access to the site on Government Holidays or weekends unless approved by the COR and Contracting Officer prior.

   3.1 All work under the Contract shall be arranged and carried on in such a manner as to complete work in the least possible time. The Contractor shall consult with the Contracting Officer as to methods or sequence of carrying on the work. A complete schedule of work should be approved by the Contracting Officer prior to the start of the work.

   3.2 Activities in the vicinity of this project will be kept in full operation during construction. The Contractor shall coordinate with the Contracting Officer's Representative and schedule construction activities.

3.3 All utility shutdowns require the prior approval of the COR. Included are electric power, water, chilled water, heating water, natural gas, telephone, fiber, and sewer services. Request for utility shutdown shall be made in writing at least five (5) days prior to the expected date of implementation. Work requiring electrical, plumbing or fire protection system shut-off shall be performed during off-work hours of 6pm to 4am.

3.4 Contractor shall coordinate all work to ensure that the outage will be of minimum duration. If the Government cancels an approved scheduled utility outage, the contractor will reschedule another outage at least 24 hours in advance and will not claim for equitable adjustment or increased costs of performance because of any unforeseen cancellation. Once a utility outage is arranged and work starts, continue working until the utility is restored.

3.5 Contractors shall provide their own dumpster in support of this project. Staging areas shall be designated by the COR and shall be brought back/restored to their original condition after construction is complete.

4. General Work Requirements

4.1 **Quality Assurance (QA):** The Government will evaluate the contractor's performance under this contract in accordance with the Quality Assurance Plan (QAP). This plan is primarily focused on what the Government must do to ensure that the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and acceptable quality level(s) (defect rate(s)). The KO or COR may periodically perform QA checks as deemed necessary at any time during the period of performance. These checks do not relieve the contractor of the obligations under this section to provide a complete and working product.

4.2 **Security Requirements**: The contractor shall comply with all applicable installation/facility access and local security policies and procedures, which may be obtained from the Contracting Officer's Representative (COR). See 01 00 00 General Requirements.

4.3 **Physical Security**: The contractor shall safeguard all Government property provided for contractor use. At the close of each work period, Government facilities, equipment and materials shall be secured.

4.4 **Special Qualifications**: The contractor shall employ personnel that are knowledgeable of the work and the requirements of any applicable codes, latest editions. Where applicable, licensed workers shall be employed must provide a current valid certification prior to the start of any work. (For example, licensed electricians' certifications shall be provided prior to the start of any electrical work and work shall conform to the requirements of the National Electric Code (NEC).

4.5 **Contract Manager (CM):** The contractor shall designate a CM who shall ensure performance under this contract. The name of this person, and an alternate who shall act for the contractor when the CM is absent, shall be designated in writing to the KO. The CM or alternate shall have full authority to act for the contractor

on all contract matters relating to daily operation of this contract. The CM shall work through the COR, (or the KO if a COR is not assigned), to resolve issues, receive technical instructions, and ensure adequate performance of services. The CM shall ensure that contractor employees do not perform any services outside the scope of the contract without an official modification issued by the contracting officer. The CM shall ensure contractor employees understand that services performed outside the scope of the contract are performed wholly at the expense of the contractor.

4.6 **Identification of Contractor Employees**: All contractor personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression that they are Government employees. The contractor should ensure that all documents or reports produced by contractor personnel are suitably marked as contractor products or that contractor participation is appropriately disclosed. The contractor's status as a "contractor" shall be predominantly displayed in all correspondence types (to include signature blocks on e-mail) and dealings with Government or non-Government entities/ contractor personnel shall wear identification badges distinguishing themselves as such. The badges shall have the company name, employee name and the word "contractor" displayed. The contractor shall retrieve all identification media (including vehicle passes) from their employees who depart employment for any reason. All identification media (i.e., badges and vehicle passes) shall be returned to the KO within 14 days of an employee's departure.

4.7 **Combating Trafficking in Persons**: The United States Government has adopted a zero-tolerance policy regarding trafficking in persons. Contractors and contractor employees shall not engage in severe forms of trafficking in persons during the period of performance of the contract; procure commercial sex acts during the period of performance of the contract; or use forced labor in the performance of the contract. The contractor shall notify its employees of the United States Government's zero tolerance policy, the actions that will be taken against employees for violations of this policy. Such actions may include, but are not limited to, removal from the contract, reduction in benefits, or termination of employment. The contractor shall take appropriate action, up to and including termination, against employees or sub-contractors that violate the US Government policy as described at FAR 22.17.

4.8 **Data Rights**: The Government has unlimited rights to all documents/material produced under this contract. All documents and materials, to include the source codes of any software, produced under this contract shall be Government owned and are the property of the Government with all rights and privileges of ownership/copyright belonging exclusively to the Government. These documents and materials may not be used or sold by the contractor without written permission from KO. All materials supplied to the Government shall be the sole property of the Government and may not be used for any other purpose. This right does not abrogate any other Government rights.

4.9 **Access and General Protection/Security Policy and Procedures:** 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) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

4.9.1. For contractors that do not require 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.

5. SCOPE OF WORK:

5.1 Roof System Removal

The contractor shall:

5.1.1. Safely stage and secure the work area, including a perimeter safety zone at ground level.

5.1.2. Remove all existing river-washed ballast stone from the roof surface and legally dispose of the material off-site.

5.1.3. Remove and legally dispose of the existing loose-laid extruded insulation, filter fabric, roof drain assembly (not to include drain pipe) and the underlying fully adhered EPDM membrane, down to the original sloping concrete deck. All debris shall be removed from the site at the end of each workday.

5.1.4. Removal of roof top equipment will be coordinated through COR. Contract shall provide two (2) workday advance notice for removal for scheduling purposes.

5.1.5. Schedule a roof inspection with the COR to identify any defects that may impact the installation scope of this contract. Contract shall provide two (2) workday advance notice for this inspection.

5.2 Drain and Penetration Replacement

The contractor shall:

5.2.1. Replace all existing roof drains with new roof drains. Provide product submittals and installation methods to be approved by the government. The new drains shall be properly sealed and connected to the existing drainage lines/leaders.

5.2.2. Flash all new drains and existing penetrations (e.g., HVAC, curbs, pipes, tie-offs, skylights, etc.) using the approved 60-mil or higher white reinforced **Thermoplastic polyolefin (**TPO) membrane (per 5.3.3) and standard manufacturer-approved flashing details to ensure they are properly sealed. The installed TPO membrane turned up a minimum of 8 inches onto the walls/curb, measured above the finished insulation surface.

5.3 Roof System Installation

The contractor shall:

5.3.1. Prepare the existing concrete deck to receive the new insulation by ensuring it is clean, dry, and free of any debris, mold, or contaminants. Seal any cracks on the surface of the roof. Provide the product information for the sealant for government's approval prior to the work.

5.3.2. Install two (2) layers of 2.6-inch thick polyisocyanurate insulation in a staggered joint pattern, adhering each layer to the concrete deck and to each other using a manufacturer-approved, low-rise, bead-applied foam adhesive. The total R-value of the insulation shall meet or exceed R-30, in compliance with the 2021 Virginia Energy Conservation Code requirements for Climate Zone 4.

5.3.3. Propose a 60-mil or higher white reinforced thermoplastic polyolefin (TPO) membrane for review and acceptance. The proposed product must meet the minimum of standard outlined in the points below. Fully adhere the membrane to the insulation layer in accordance with the manufacturer's installation guidelines. All seams shall be properly hot-air welded and tested for integrity.

5.3.3.1. Membrane shall be in compliance with ASTM D6878 standard for TPO membrane.

5.3.3.2. Membrane shall have reinforced polyester fabric scrim.

5.3.3.3. Membrane shall have a thickness over scrim of at least 0.027 inches.

5.3.3.4. Membrane shall have a Solar Reflectance Index (SRI) of at least 94.

5.3.4. Install new TPO walkway protection over the finished membrane, replicating the layout of the existing paver walkway.

5.3.5. Install new TPO-safe equipment and pipe support pads to protect the TPO membrane from mechanical damage and chemical degradation.

5.4 Sheet Metal and Flashing Installation:

The contractor shall:

5.4.1. Fabricate and install new 24-gauge prefinished galvalume metal coping and edge metal to replace existing materials on the parapet walls. The new coping shall be installed using manufacturer-recommended fastening methods and sealed to prevent water infiltration.

5.4.2. Fabricate and install new 24-gauge prefinished galvalume shop-formed metal counterflashing at existing curbs, skylights, and other designated wall locations.

5.4.3. All new metal work shall receive a factory-applied 70% Polyvinylidene Fluoride (PVDF) resin-based coating.

5.5 Ancillary Work

The contractor shall:

5.5.1. Coordinate with a Lightning Protection Institute (LPI) certified lightning specialist with Virginia State electrical licensure to remove and re-install existing lightning protection system located on the parapet walls. Government will arrange to provide the certification or testing of the lightning protection system.

5.6 Quality and Safety Requirements

The contractor shall:

5.6.1. License & Permits: Be licensed through Virginia Department of Professional and Occupational Regulation (VDPOR). Obtain all necessary permits required by the Commonwealth of Virginia and local jurisdictions before commencing work.

5.6.2. Manufacturer Certification: Provide the manufacturers' NDL (No Dollar Limit) warranty of 20 years for for the installation (including labor and material). This warranty must include a Wind Speed Rider covering peak gusts up to 72 MPH. Be certified by the manufacturer for the installation of the specified TPO roofing system. The certificate shall be presented to Facilities Management Office (FMO).

5.6.3. Safety: Develop and adhere to a comprehensive safety plan that complies with all OSHA regulations. This includes the use of personal protective equipment (PPE), securing the work area, and ensuring the safety of building occupants.

5.6.4. Work Coordination: Coordinate all noisy and disruptive work with the building manager to minimize impact on commercial operations.

5.6.5. Site Cleanliness: Keep the work area clean and organized daily. All trash and debris shall be removed from the site at the end of each workday.

5.7 Deliverables

The contractor shall:

5.7.1. Pre-Construction Meeting: Attend a pre-construction meeting to review the project scope, schedule, and safety plan.

5.7.2. Warranty Documents: Upon project completion, provide all manufacturers and workmanship warranty documentation to the building owner.

5.7.3. Project Closeout: Provide all test reports, certifications, permits, final inspection reports, and as-built drawings detailing the roof replacement in one complete final submittal.

6. Attachments

Attachment #1: TARC 1 Roof Plans
Attachment #2 - P-10 East Penthouse
Attachment #3 - P-11 East Penthouse
Attachment #4 - P-25 West Penthouse
Attachment #5 - P-26 West Penthouse
Attachment #6 – Aerial View Photo