Statement of Work (SOW) For

Barracks Door Replacement

at Building 24/26 Coast Guard Base Alameda

Coast Guard Island, Alameda, CA

1.0 Introduction/Background

This Statement of Work (SOW) defines the requirements for a contractor to provide all necessary labor, materials, and equipment to replace forty-seven (47) fire-rated doors at Building 24/26 at U.S. Coast Guard (USCG) Base Alameda located on Coast Guard Island, Alameda CA. The contractor shall be responsible for all aspects of the project as detailed in this document and in accordance with all applicable industry standards and USCG regulations.

2.0 Objective

The primary objective is the successful and timely replacement of forty-seven (47) commercial wood fire-rated doors, including hardware, locksets and cores, that meet all USCG technical requirements to support this operational unit.

3.0 Scope of Work

3.1 Tasks

The contractor shall complete the following tasks:

Task 1: Project Management

- The contractor shall designate a single point of contract for all project communications.
- The contractor shall coordinate all work with USCG Contracting Officer's Representative (COR) or designated POC.

Task 2: The contractor shall confirm all door and frame dimensions to ensure appropriate and professional fit.

Task 3: Clear Interferences/Move Furniture

- The contractor shall clear interferences/move furniture to facilitate removal of existing doors and installation of new doors.

- The government shall ensure personal property and belongings are moved in advance of the project.

Task 4: The contractor shall remove forty-seven (47) existing doors, hardware, locksets, and cores as required for demolition and installation

Task 5: The contractor shall inspect and prepare existing door frames for installation of new doors. If frames are damaged, notify the USCG COR for further instructions.

Task 6: The contractor shall install forty-seven (47) new commercial fire-rated doors and hardware (material must meet all applicable codes and fire marshal requirements).

Task 7: The contractor shall install forty-seven (47) BEST compatible locksets (SFIC or Small Format Interchangeable Cores).

Task 8: Site Cleanup and Restoration

- The contractor shall, upon project completion and on a daily basis, remove all construction materials and debris, disposing of them offsite.
- The contractor shall restore furniture/interferences to original location.

Task 9: The contractor shall remove and properly dispose of all debris and old materials.

3.2 Submittals

The contractor shall submit the following for Coast Guard approval before getting approval to start work:

- Product details and cut sheets for doors, hardware, locksets and cores (with fire rating certification) due to Coast Guard Technical POC within 10 business days from award.

- Intended Project Schedule – The contractor shall provide initial written project schedule to Coast Guard Technical Representative indicating intended series of tasks in different space within 10 business days of award. The Coast Guard and contractor shall work together to determine when to start/finish the schedule to least impact the Coast Guard operations within the building. The contractor shall not work in more than ½ the building at any time to allow the tenant partial access to their space.

4.0 Period of Performance

All work shall be complete within 60 days of award.

5.0 Laydown and Material Storage

The Coast Guard POC will coordinate an appropriate amount of storage space as necessary for equipment and material storage during the project. The contractor is responsible for maintaining the security of this space and their equipment. This space shall be kept tidy at all times.

6.0 Technical Requirements

6.1 Codes and Standards

All work shall comply with the most current editions of all applicable federal, state, and local codes, all applicable industry standards, and the following USCG-specific standards:

- U.S. Coast Guard Safety and Environmental Health Manual, COMDTINST M5100.47(series)
- OSHA Regulations
- National Fire Protection Association (NFPA) codes for fire-rated doors

6.2 Materials and Workmanship

All materials shall be new and conform to the specifications detailed below:

- Forty-seven (47) Wood Doors and Associated Hardware:
  - Shall be commercial fire-rated
  - The contractor is responsible for confirming door dimensions prior to start of work onsite
  - The contractor shall provide all associated door hardware (e.g., hinges, doorknob assemblies, & mechanics).
  - Lock assembly must be BEST compatible (SFIC)

- All labor and installation must meet USCG and industry standards and confirm with all relevant building codes.

6.3 Government Furnished Property (GFP)

The government has forty-seven (47) BEST cores to be provided to the contractor for installation.

7.0 Personnel Security and Base Access

- **Background Checks:** All contractor personnel requiring access to the USCG facility must successfully pass a background check as required by USCG security policies, which may include a National Crime Information Center (NCIC) check. The contractor shall submit personnel information to the USCG COR 14 days prior to the project start date.

- **Access Request:** For access to the USCG facility, the contractor is required to submit the name and birthdate for each employee on the approved access request form at least 72 hours before their first day on site (this form will be provided after award). Personnel not listed may be denied access to the Coast Guard facility.

- **Identification:** A Real ID-compliant driver's license or other federally approved identification is required for base access. Acceptable forms of ID include: US Government Dependent ID, Federal PIV Card, TWIC Card, Veteran Health Identification Card, US Passport, or Permanent Resident Card. Driver's licenses from states that are not Real ID compliant will not be accepted.

- **Vehicle Requirements:** All contractor vehicles must have valid registration and insurance, and all vehicle operators must have a valid driver's license. Vehicles shall always stay on marked and paved roads – vehicles are not permitted to drive or park on the grass at any point in this project performance without written approval from the Coast Guard. Any damage from driving or parking on the grass, to include the sprinkler system, shall be the responsibility of the contractor to repair.

- **Conduct:** Contractor personnel shall adhere to all base regulations, traffic laws, and security protocols. Contractors must wear company identifying clothing/badging/safety gear, and all contractor vehicles must display company or subcontractor decals.

8.0 Work Hours

Work shall be performed between the hours of 7:00 AM and 4:00 PM, Monday through Friday, excluding Federal Holidays, unless otherwise approved in writing by the Contracting Officer, COR or USCG POC.

9.0 Safety and Environmental Protection

All operations must comply with the USCG Safety and Environmental Health Manual, COMDTINST M5100.47 (series). The contractor is responsible for proper handling and disposal of any hazardous materials and for immediately reporting and containing any spills.

10.0 Government Furnished Services

The Government may furnish potable water and electrical power at no cost to the contractor where available. All electrical connections shall be in accordance with the National Electric Code. The contractor shall provide and use ground fault circuit interrupter (GFCI) devices when connecting to Government power sources.

11.0 Travel Requirements

All costs associated with the transportation of equipment and materials are to be included within the Contractor's proposal.

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13.0 Acceptance Criteria

Final acceptance of the work will be granted by the USCG COR after a final inspection confirms that all tasks in this SOW have been completed, the installation meets all technical and safety standards, and the site has been fully restored. Final payment will not be released until all deficient items have been corrected.

14.0 Coast Guard Technical Point of Contact

Primary POC for this Task is: LCDR Bethany Stafford

Secondary POC for this Task is: CWO Thon Lisle