US Department of Agriculture (USDA)

Statement of Work

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Project:

SEMI-ANNUAL PREVENTATIVE MAINTENANCE FOR SECURITY GATES

General Information

1.0 Scope of Work

Provide the USDA/NCAH with a semi-annual preventative maintenance program for the security gates throughout the campus located at 1920 Dayton Ave. Ames, Iowa.

2.0 Background: The National Centers for Animal Health is currently in need for a semi-annual preventative maintenance program for the security gates throughout the campus located at 1920 Dayton Ave. Ames, Iowa. This will include 24 slide gate style, single operator, and slide operator type. Brand and model lift master SL-590-75-21-G and lift master MAT-DC-BB3.

The National Centers for Animal Health, hereinafter referred to as NCAH, is part of the United States Department of Agriculture (USDA). NCAH houses three separate USDA entities:
National Animal Disease Center (NADC): The NADC conducts basic and applied research on selected diseases of economic importance to the U.S. livestock and poultry industry.
National Veterinary Services Laboratories (NVSL): The NVSL is responsible for diagnosis for domestic and foreign animal diseases, diagnostic support for disease control and eradication programs, import and export testing of animals, training, and laboratory certification for selected diseases.
Center for Veterinary Biologics (CVB): The CVB is responsible for implementing the Virus-Serum-Toxin Act of 1913 as amended in 1985 to ensure that veterinary biologics (Vaccines, bacterins, antisera, diagnostic kits and other products of biological origin) available for the diagnosis, prevention, and treatment of animal diseases are pure, safe, potent, and effective.
The NCAH is comprised of one large facility including approximately 520 acres.

Contractor Requirements

3.0 Technical Requirements / Tasks

The contractor shall provide all labor and skills required to perform the following PM inspections. All work must be performed once in April and the other in Oct. all must be coordinated with the POC or COR, contact information will be provided. Listed below are the maintenance inspections needed per gate style.

- Lift Master SL-590-75-21-G
- Gate style: Slide
- Single operator
- Operator type: Slide

Inspect and grease truck assembly / drive track
Inspect & tighten any loose roller wheel set bolts.
Inspect Drive track for damage.
Inspect Posts for Looseness
Inspect for loose or missing clamps, bolts and/or broken welds, gate mesh ties
Etc…
Inspect / Install If Needed "Danger Automated Gate" Sign

Control Board Operating Voltage Verified
Inspect and Ensure Proper Power Supply to Gate Operator
Voltage: (Check Name Plate for specific rating. Use Volt Meter.)
Inspect door / cover lock for functionality.
Inspect Gear Box for Proper Oil Levels. If Low, Add Oil
Inspect shaft, sprockets, and bearings for functionality.
Inspect clutch assembly for functionality.
Inspect drive belt for functionality. Also inspect for excessive belt dust,
Indicating belt wear.
Inspect operator mounting bolts for any loose bolts and tighten if needed.
Inspect door / cover for proper clearance, it should not rub on the chain.
Inspect & clean gate operator exterior.
Inspect & clean gate operator interior.
Foreign objects inside of cabinet.
Inspect timer on operator.
Check Chain for Proper Adjustment.
Check Chain for Wear.
Grease/lube chain.
Check hydraulic fluid reservoir.
Grease / lube chain drive & idler sprockets.

- Single operator
- Barrier

Inspect and grease truck assembly / drive track
Inspect & tighten any loose roller wheel set bolts.
Inspect Drive track for damage.
Inspect Posts for Looseness
Inspect for loose or missing clamps, bolts and/or broken welds, gate mesh ties
Etc…
Inspect / Install If Needed "Danger Automated Gate" Sign
Control Board Operating Voltage Verified
Inspect and Ensure Proper Power Supply to Gate Operator
Voltage: (Check Name Plate for specific rating. Use Volt Meter.)
Inspect door / cover lock for functionality.
Inspect Gear Box for Proper Oil Levels. If Low, Add Oil
Inspect shaft, sprockets, and bearings for functionality.
Inspect clutch assembly for functionality.
Inspect drive belt for functionality. Also inspect for excessive belt dust,
Indicating belt wear.
Inspect operator mounting bolts for any loose bolts and tighten if needed.
Inspect door / cover for proper clearance, it should not rub on the chain.
Inspect & clean gate operator exterior.
Inspect & clean gate operator interior.
Foreign objects inside of cabinet.
Inspect timer on operator.
Check Chain for Proper Adjustment.
Check Chain for Wear.
Grease/lube chain.

Check hydraulic fluid reservoir.

Grease / lube chain drive & idler sprockets.

- Loops

  Inspect operation of loop

  Inspect for resealing of loop if needed.

Contractors are strongly encouraged to schedule a site visit to look at the elevators. Contact Jeff Waterbury via email at jeff.waterbury@usda.gov to arrange for a site visit.

Work Restrictions & Conditions

A. Site Security Access
   1. Access to the site is controlled by a security fence and visitor/contractor check-in/check-out system. All contractor/subcontractor employees shall sign-in and out at the site entrance gate and always wear a contractor/visitor identification badge while on the site. The ID badges will be turned in at the end of the workday. A current government-issued identification with a picture ID is required for entry.
   2. The Contractor shall use only the service roads and access routes approved by the Contracting Officer's Representative, Michael Kuennen or as designated.
   3. Work shall be confined to Building 20 and Building 9 Elevator Mechanical Rooms and Elevator Shafts. Unless accompanied by a NCAH/USDA employee, the Contractor, subcontractors, and their employees shall not enter buildings or facilities not specifically part of this project. Reasons included, but are not limited to, disease control and health requirements.
   4. Additional security requirements may be imposed when the Federal Government raises the Homeland Security Alert Level. Additional directions will be provided if the situation occurs.
   5. Failure to comply with access requirements shall be adequate grounds for removal of the Contractor/subcontractor employees from the site and barring further site access to individuals.
   6. No "tailgating" of USDA employees through secure entrances is allowed.
   7. No animals/pets are allowed to be brought on the site regardless of whether they are left in a vehicle in the parking lot or not.

B. Work Hours: Regular work hours for the site are 7:00am to 6:00pm, Monday through Friday, excluding Federal holidays.

C. Work Outside of Regular Work Hours: Is not authorized unless it is an Emergency Situation and Contractor has been requested to Service an Elevator by the proper Federal Authority.

Quality Control Requirements

A. COR shall inspect the completed work for approval with the contractor prior to considering the work to be complete.

Temporary Facilities

A. Utilities: The existing USDA utilities at the site may be used by the Contractor for completion of the contract work at no cost to the Contractor.

B. Telephones: The Contractor shall equip all his foremen and work leaders with cell phones as necessary to coordinate the work effort. The Government will not provide any phone service for the project.

C. Toilet Facilities: The Contractor is allowed to use Public Toilet Facilities within Building 20 Conference area Rooms 1034 and 1049 and Building 9 Basement Control Room restroom.

D. Smoking is only allowed in the outdoor smoking building located at the northwest corner of Building 20. The contractor will need to check in and out at the South Guard Desk of Building 20 to use the smoking location, no propping of doors is allowed.

1.01 Lock-out/Tag-out Program for the Contractor shall be provided for USDA review prior to starting work. Lockout/tagout requests shall be submitted to the COR 5 working days prior to starting the Work.

Insert Technical Requirements / Tasks Here

4.0 Government Furnished

NCAH will provide escorts for technicians

5.0 Deliverables / Schedule

Key Deliverables

Item	Deliverable	Objective	Due
Lift master SL-590-75-21-G/single operator (Slide)	Inspection	Grease truck assemble/drive track	Semi-annually
	Inspection	Tighten any loose roller wheel set bolts	Semi-annually
	Inspection	Drive track for damage	Semi-annually
	Inspection	Posts for looseness	Semi-annually
	Inspection	Loose or missing clamps, bolts, and/or broken welds, gate mesh ties etc…	Semi-annually
	Inspection/install	If needed “Danger Automated Gate” sign	Semi-annually
	Check	Voltage on control board	Semi-annually
	Inspect/ensure	Proper power supply to gate operator	Semi-annually
	Check/voltage	Check name plate for specific rating. Use voltmeter.	Semi-annually
	Inspection	Door and cover lock for functionality	Semi-annually
	Inspection	Gear level for proper oil levels, add if needed	Semi-annually
	Inspection	Shaft, sprockets, and bearings for functionality	Semi-annually
	Inspection	Drive belt for functionality, also inspect for excessive belt dust, indication belt wear	Semi-annually

	Inspection	Operating mounting bolts for any loose bolts and tighten if needed	Semi-annually
	Inspection	Door/cover for proper clearance, it should not rub on the chain	Semi-annually
	Inspection/clean	Gate operator exterior	Semi-annually
	Inspection/clean	Gate operator interior	Semi-annually
	Inspection	Timer on operator	Semi-annually
	Inspection	Chain for proper adjustment	Semi-annually
	Inspection	Chain for wear	Semi-annually
	Inspection	Hydraulic fluid reservoir	Semi-annually
	Grease/lube	Chain drive/idler sprockets	Semi-annually
Single operator (Barrier)	Inspection	Tighten any loose roller wheel set bolts	Semi-annually
	Inspection	Drive track for damage	Semi-annually
	Inspection	Posts for looseness	Semi-annually
	Inspection	Loose or missing clamps, bolts, and/or broken welds, gate mesh ties etc…	Semi-annually
	Inspection	Grease truck assemble/drive track	Semi-annually
	Inspection/install	If needed “Danger Automated Gate” sign	Semi-annually
	Check	Voltage on control board	Semi-annually
	Inspect/ensure	Proper power supply to gate operator	Semi-annually
	Check/voltage	Check name plate for specific rating. Use voltmeter.	Semi-annually
	Inspection	Door and cover lock for functionality	Semi-annually
	Inspection	Gear level for proper oil levels, add if needed	Semi-annually
	Inspection	Shaft, sprockets, and bearings for functionality	Semi-annually
	Inspection	Drive belt for functionality, also inspect for excessive belt dust, indication belt wear	Semi-annually
	Inspection	Door/cover for proper clearance, it should not rub on the chain	Semi-annually
	Inspection	Operating mounting bolts for any loose bolts and tighten if needed	Semi-annually
	Inspection/clean	Gate operator exterior	Semi-annually
	Inspection/clean	Gate operator interior	Semi-annually
	Inspection	Timer on operator	Semi-annually
	Inspection	Chain for proper adjustment	Semi-annually
	Inspection	Chain for wear	Semi-annually
	Inspection	Hydraulic fluid reservoir	Semi-annually
	Grease/lube	Chain drive/idler sprockets	Semi-annually
Loops	Inspection	Operation of loop	Semi-annually
	Inspection	For resealing of loop if needed	Semi-annually
			Semi-annually
			Semi-annually

6.0 Travel

Not applicable

7.0 Contractor's Key Personnel

Not applicable

8.0 Security Requirements

At least a 2-week notice needs to be given before work is to begin.
All contractors must check-in at main gate and main desk at lobby Southwest entrance to building 20 each day to receive contractor pass (driver's license will be needed.) Working hours are between 7:00 am and 5:00 pm daily.

9.0 Data Rights

Not applicable

10.0 Section 508 – Electronic and Information Technology Standards

Not applicable

Attachment

Not applicable