CONTRACT SPECIFICATIONS

Bldg. 681_Replace Room 120 Mini Split

UNITED STATES COAST GUARD
BASE CHARLESTON
1050 REGISTER ST, N. CHARLESTON, SC 29405

PROJECT NUMBER TBD
July 2026

SECTION 01 11 00

SUMMARY OF WORK

1) GENERAL

The United States Coast Guard (USCG) is seeking a qualified contractor to provide all labor, materials and equipment as required to replace a server room mini split unit HVAC unit at USCG BASE Charleston,1050 REGISTER ST, N. CHARLESTON, SC 29405.

Base Charleston is a working Coast Guard unit and will remain in operation during the project.

Bidders are responsible for visiting the site to field verify existing conditions and determine actual dimensions and the nature of the work required. Failure to visit the site does not relinquish the bidder from determining the extent and scope of the work required and estimating the difficulty and cost to complete the project.

The USCG Base Charleston Onsite Representative is CWO Cody Wood for this project.

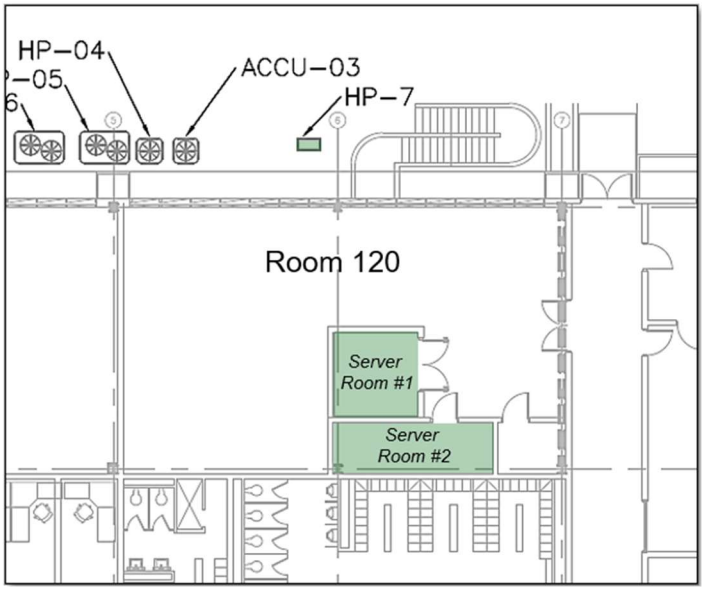
GENERAL WORK REQUIREMENTS

a) The Base Bid work generally includes; furnish all labor, tools, equipment, and materials for the installation of a code compliant turnkey mini-split system with two ductless heads.
   i) Remove existing ductless mini split, line sets, controls, and dispose of.
   ii) Remove existing PTAC unit and fill in with CMU to match existing wall.
   iii) Provide and install correctly sized mini split unit for two server rooms in Bldg. 681 1st floor server rooms (2 rooms in room 120) IAW with manufacturers installation procedures.
   iv) Provide and install new controls and line sets for unit installed.
   v) Specs:
      (1) Ductless Multi Split (contractor to correctly size unit for the spaces served.
      (2) (1) condensing unit
      (3) (2) wall mount fan coil unit
      (4) Cooling Capacity: 14°F- 115°F
      (5) Power Supply: 208-230 V; 1 Phase; 60 Hz
   vi) Connect all power.
      (1) Remove and install new code compliant electrical disconnect for new unit.
   vii) All newly installed line sets shall have manufacturers recommended insulation. All exterior line sets shall a have a UV rated tape/adhesive and insulation covering

viii) Provide proof of correct sizing measurements to the USCG Representative.

ix) Install new drain line for newly install equipment. Drain shall be schedule 40 PVC and be sized correctly.

x) Install 2 new drain line condensate pumps capable of pumping condensate the required height and distance needed.



2) SPECIFIC WORK REQUIREMENTS

a)

i) Ensure steps are taken to minimize dust and debris in the work area.

ii) Contractor assumes all responsibility for preparation of area to ensure the insulation is properly installed IAW manufacturers specifications.

iii) Isolate area of installation from rest of building.

iv) Quality Assurance: Contractor shall assure the product is appropriate for the application and environment in which it is to be installed, and that the product is merchantable for service, free of any visible and latent defects, and will perform for the purpose for which it is intended without compromise.

v) Training: Contractor shall prior to acceptance provide on site training with all new equipment installed. Training will be in-person and on-site.

vi) Maintenance: Contractor shall provide manufacturer’s maintenance materials, information, and guidelines for product after installation.

3) Qualifications

a) The Contractor shall provide qualified personnel to perform all requirements specified in this SOW.

b) The installer must have a minimum of 10 Years of commercial HVAC experience.

c) Installers must be familiar with the manufacturer of equipment and show proof of past projects in dealing with same or similar installs.

4) SPECIAL WORK REQUIREMENTS

a) The equipment must be a turnkey solution.
b) The contractor is responsible for getting appropriate calculations for the spaces in this scope.
c) Coordinate all staging and laydown areas with the Coast Guard prior to work starting.

5) TEMPORARY FACILITIES OR UTILITIES

a) None required.

6) PROJECT PERFORMANCE PERIOD

a) The total contract performance period shall include not only the time needed to complete the base bid and approved option items, but it also includes the time needed to submit, review, and approve all material submittals, and complete all project record (closeout) documents. After work begins at the site, perform the work continuously during normal working hours and show daily progress until all work is complete.
b) Contractor shall notify the Government at least 21 days prior to mobilizing.
c) The total contract performance period is 10 calendar days.

7) LOCATION

a) The work is located at:

U.S. Coast Guard Base Charleston
1050 REGISTER ST, N. CHARLESTON, SC 29405

8) SITE VISITS

a) Arrangements for visiting the site may be made by contacting:

CWO Cody Wood
Email: cody.a.wood@uscg.mil

9) DRAWINGS ACCOMPANYING SPECIFICATION

a) There are no drawings accompanying this specification.

10) WORK HOURS

a) Normal Working Hours
b) Perform all work at the site from Monday through Friday from 7:00am to 3:00 pm, unless otherwise approved. This project requires a special schedule to prevent operational interruptions during the installation process. Please refer to the scope section for detailed coordination of working hours. The contractor shall plan a schedule to minimize disruptions to building operations.
c) Performing the work beyond the listed working hours is at the discretion of the Coast Guard unit and the contractor must gain prior approval.

11) SPECIFIC ENVIRONMENTAL REQUIREMENTS

a) All contractors working on CG Base Charleston shall abide by all federal environmental regulations as published by the Environmental Protection Agency, 40 CFR (series). Contractor written environmental management and pollution prevention programs shall be reviewed by the Environmental Protection Specialist, Jeff Wachowski ((803) 465-1908 or Michael.J.Wachowski@uscg.mil) prior to starting work and must be in accordance with ICSPORTSVA INSTM5090.2, the Unit Environmental Guide.

b) Written notification must be provided to the Environmental Protection Specialist of any activity that could potentially cause a permit violation on Base Charleston. Some examples of qualifying activities are: any activity that could result in a spill or discharge into a waterway or introducing a hazardous material into the environment.

c) Copies of the following must be provided to the Environmental Protection Specialist prior to starting work in affected areas: Material Safety Data Sheets, permits, and notices of intent.

d) Hazardous materials used by a contractor are required to be disposed of by that contractor. Disposal must be in accordance with federal, state, and local guidelines.

12) SAFETY PROGRAM

a) The Contractor is wholly responsible for work site safety. Implement a safety program that protects the lives and health of personnel in the construction area, prevents damage to property and avoids work interruptions. Provide appropriate safety measures including but not limited to barricades, signs and signal lights as well as complying with the requirements of all applicable federal, State and local safety laws, rules and regulations.

b) Written notification must be provided to the Base Safety Officer, John Difranceso ((843) 610-8177 or John.DiFrancesco2@uscg.mil) in their capacity as Base Fire Marshal of any activity that could potentially cause fire or explosion or that changes or reduces the capability of fighting a fire or explosion. Some examples of qualifying activities are: a fire hydrant or fire suppression system that must be taken out of service for any reason, electrical work that affects fire alarm systems, introduction of hazardous or flammable material onto the Base, and blocking of any egress routes or emergency vehicle routes. Inclusion of this information in the contract constitutes written notification as long as the outsource review sheet is signed by Base Safety Officer.

c) Copies of the following must be provided to the Base Safety Officer prior to starting work in affected areas: Confined Space Entry Permits, Hot Work Chits, and Dig Chits. Confined space clearance must be conducted by a certified marine chemist and permit required spaces will have a copy of the permit posted on site during work. Hot work will only be conducted with permission and a fire watch must be posted during work. A facility dig chit is required in addition to a Miss Utility dig chit. The systems on Base Charleston are not limited to what the City of Charleston has on file. In order to ensure electrical safety and integrity of systems, a facility chit is required.

d) Lock Out/Tag Out requires notification and coordination with facilities and will not be conducted by a contractor on Base Charleston. A

Facilities Division representative is required for all contractor Lock Out/Tag Out needs.

13) AVAILABILITY OF UTILITY SERVICES

a) The Government will provide all utility services required in the performance of this contract, including reasonable amounts of electricity and water. Electrical power is provided at existing outlets for the Contractor to operate equipment necessary in the performance of work. Hot and cold water is provided at existing sinks and outlets limited to the normal water capacity of the building. No special heating or cooling of water will be provided.

b) The Government will not furnish any other resources to the Contractor in support of this contract.

14) UNDERGROUND AND CONCEALED UTILITIES

a) Any utility locations provided are diagrammatic, not exact.

b) Physically verify the location and elevation of the existing underground and concealed utilities local to the work area. Employ techniques to scan the construction site including electromagnetic and sonic equipment prior to commencing the work. Mark the surface of the ground where existing underground utilities are discovered.

15) UTILITY OUTAGES

a) Identify the utility, reason for interruption, proposed time of interruption, and duration of interruption. Do not interrupt utilities until authorized by the Contracting Officer’s Representative (COR).

16) CONTRACTOR USE OF PREMISES

a) The work shall be performed on a Coast Guard operational military installation. Become familiar with and obey station fire, traffic, and security regulations. Personnel shall not stray from the immediate area of work or direct avenues of ingress and egress unless authorized in advance by the COR. Isolate each construction area with temporary partitions and dust controls. Provide movable high-visibility safety fencing about all work areas and equipment laydown areas located outdoors. Provide temporary covers on excavations that remain open overnight.

17) CLEANUP

a) The Contractor shall keep the work area, including the laydown and storage area, free from accumulations of waste materials on a daily basis and comply with all federal, state, and local regulations pertaining to the storage, transport, and disposal of wastes. The Contractor shall not use Coast Guard waste disposal facilities including garbage cans, trash piles, or dumpsters.

18) ENVIRONMENTAL

a) Protection of the Environment

b) The Contractor shall comply with all applicable federal, state, and local laws and regulations for the protection of the environment, including but not limited to the Endangered Species Act (ESA), Bald and Golden Eagle Protection Act (BGEPA), the Migratory Bird Treaty Act (MBTA), National Historic Preservation Act (NHPA), the Resource

Conservation and Recovery Act (RCRA), and Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA).

c) Generated Waste

d) Any waste generated because of the project shall either be recycled or be disposed of in accordance with RCRA requirements.

e) Any hazardous waste shall be turned over to the Base Charleston HAZCEN and shall be communicated prior to the start of the contract. Any hazardous waste shall be analyzed, characterized, stored, and disposed of in accordance with RCRA and all applicable federal, state, and local laws and ordinances.

19) DISPOSITION OF MATERIALS

a) All materials including construction debris and equipment shall be removed from Government property. The Government will not be responsible for the condition or loss of, or damage to, such property after notice to proceed. Materials and equipment shall not be viewed by prospective purchasers or sold on the site.

b) The Contractor shall submit the disposal receipt from the landfill within 10 working days of disposal (if necessary).

20) STORM PROTECTION

a) The Contractor shall take every practicable precaution to minimize danger from storms to personnel, the work, and to adjacent property. Precautions shall include, but not be limited to, closing all opening, removing all loose materials, tools, and equipment from exposed locations, and removing or securing scaffolding and other temporary work.

21) RECEIPT OF MATERIALS

a) The Contractor is responsible to receive all equipment, materials, and supplies.

22) DELIVERY AND STORAGE

a) The Contractor is responsible for the proper transport and storage of all equipment and materials.

23) SECURITY

a) Submit a list of the names of all personnel working on the project site prior to the preconstruction conference for approval. The roster shall be submitted via email, and at a minimum, include the first name, last name, job description, and company of employment.

b) Immediately submit a new list upon a change in on-site project personnel. Refer to the paragraph titled, Special Notice Prior Notification, for notification requirements. Only personnel on the approved list are allowed onto the project site.

c) All approved personnel shall carry a valid, Government-issued identification while on Government property in conformance with the Real ID Act of 2005. Non-compliant personnel shall be escorted off Government property.

24) FINAL INSPECTION AND ACCEPTANCE

a) Electronically submit a written request for final acceptance to the Coast Guard.

25) WARRANTIES

a) Provide manufacturer's standard performance guarantees or warranties. The Contractor shall provide a written warranty for all parts and labor for a period of 12 months from the date of project completion/USCG acceptance of work. The Contractor shall, at no additional cost to the government, make necessary replacements and/or repairs due to defective installation or unsatisfactory workmanship that becomes apparent within 12 months of the installation completion date.

26) TRAINING

a) The Contractor shall provide training to unit personnel in the operation of the equipment. The Operation and Maintenance Manuals shall be approved and provided to the unit prior to the training.

27) SUBMITTALS

The Contractor shall provide the Onsite Representative with:

a) Provide all equipment submittals to the USCG Representative for selection.
b) ROSTER OF PERSONNEL
c) PROJECT SCHEDULE
d) Prepare a Construction Progress Schedule. It shall include all major milestones and events for the entire duration of the construction contract.
e) One copy of the manufacturer's printed Installation instructions to the Onsite Representative.
f) Manufacturer’s maintenance materials, information, and guidelines for product after installation.
g) Signed and fully executed originals of all hazardous waste profiles, test results, hazardous waste manifests and/or other shipping papers, and all other required documentation. The Contractor shall submit a copy of the waste shipment records within one day of the shipment leaving the project site. (if necessary)
h) Copies of the manufacturer’s warranties
i) Copies of Contractor’s written warranty.

28) SAFETY PLAN

a) The Contractor is wholly responsible for work site safety. The Contractor shall implement a safety program that protects the lives and health of personnel in the construction area and adjacent areas, prevents damage to property, and avoids work interruptions. The Contractor shall provide appropriate safety barricades, signs, signal lights, etc. as well as complying with the requirements of all applicable Federal, State and Local safety laws, rules, and regulations.

29) PRODUCT DATA

a) Submit the product data sheet for each manufactured item. It shall include the manufacturer's descriptive literature of cataloged products, equipment drawings, diagrams, performance and characteristic curves and catalog cuts. Submit complete descriptive data for each type

of material. Clearly mark data to indicate the type of material to be provided.

30) OPERATION AND MAINTENANCE MANUALS

a) Submit electronically and provide the following:
b) Contact information for the prime contractor, sub-contractor, and major equipment vendor/supplier; Warranty information; Test procedures; Results of all testing and commissioning procedures; Performance data;
c) A control sequence describing start-up, operation and shut-down instructions;
d) Installation instructions;
e) Maintenance instructions;
f) Operating instructions;
g) Parts list.

31) Documentation

a) None.

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