US Department of Agriculture (USDA)

US Forest Service

Statement of Work

NATIONAL FORESTS IN NORTH CAROLINA

FY26 PISGAH SOUTH RANGER DISTRICT DITCH CULVERT REPLACEMENTS AND ROAD REHABILITATION

BUNCOMBE, HAYWOOD, HENDERSON, TRANSYLVANIA COUNTIES
NORTH CAROLINA

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Project

FY26 Pisgah South Ranger District Ditch Culvert Replacements and Road Rehabilitation

General Information

1.0 Scope of Work

*The **FY26 Pisgah South Ranger District Ditch Culvert Replacements and Road Rehabilitation** contract will cover all work related to the ultimate deliverable for the removal of 214 ditch relief culverts spanning over 42 miles of roadway and replacement with 7414 linear feet of 24" culverts (Corrugated Metal Pipe) and road rehabilitation within the Pisgah Ranger District of the Pisgah National Forest in North Carolina to current Forest Service Standards.*

The road rehabilitation, ditch relief culvert installations/replacements contract will include all associated work related to the installation of 24 inch aluminized corrugated metal ditch relief pipes (CMP), removal and disposal of existing culverts off government land, reshaping/reforming ditches for positive drainage; rip-rap for outlet structures and sediment and erosion control; sediment traps; lined ditches; drop inlets; catch basins; flanged culvert inlets; headwalls; road elevation alterations; excavation and backfill (in situ cut/fill materials including soil, rock, water); removal and disposal of existing culverts; installation of new or replacement culvert (with attention to cover over culvert, skew, inverts, slope and grade); and clearing/unclogging culvert or ditch.

2.0 Background

The contract is part of Hurricane Helene Recovery efforts, mainly focused on damaged culverts, ditches or other drainage structures. Work expected to be awarded through open market.

Contractor Requirements

3.0 Technical Requirements / Tasks

Work will consist of a variety of items related to the installation/replacement of Forest Services ditch relief culverts. List of culverts, IDs, road maintenance level, locations, and special considerations will be itemized, described, quantified and/or specified on the **Summary of Quantities, Summary of Activities** and **Work List Sheets** provided in the project drawings attached**.** Other work items not listed may be ordered if mutually agreed by the Contracting Officer and Contractor. Work Items Include:

1. Roadway rehabilitation: Blade and shape the existing traveled way and shoulders, to produce a uniform surface, consistent to grade, and crowned or cross-sloped as indicated in the plans and existing surface to design specifications. Scarify roadbed to remove ruts, potholes, corrugations and berms to a depth up to 6 inches or to the bottom of potholes if deeper than 6 inches. Maintain ditches, including lead-off ditches, by removing rock, soil, wood and other materials. Maintain or re-shape ditches to achieve proper drainage. Suitable materials up to 4 inches may be blended into road surface. Remove waste materials and debris from roadway. Compact entire road after surfacing.
2. Roadway surfacing: Spread and compact NCDOT ABC aggregate per the activity schedule and specifications.
3. Clearing and grubbing: Remove fallen trees and debris within the clearing limits and mow the roadway as per details and specifications.
4. Shoulder/Embankment rehabilitation: Repair uphill slope or embankment at discharge per the **Federal Project Standard Specifications (FP-24)** and **Forest Service Supplemental Specifications (FSSS)** Section 204 as specified.
5. Ditch Relief Culvert Installs/Replacements as per details shown on the attached drawings and specifications on assets approved by COR. Locations shown on the attached **Georeferenced Map.**
6. Geospatial Support Services: Contractor must be able to use ArcGIS Field Maps to capture, update, and sync field data. Mobile workers will need to obtain account access and have the capability to handle offline map areas and ensure data integrity during synchronization to the ArcGIS Maps provided by the Government. The GIS Lead and Field Data Collectors shall be proficient with **ArcGIS Field Maps and ArcGIS Online (AGOL)**. Specific naming conventions and attribute fields are to be adhered. All field data must be synced to the Enterprise server every 24 hours to ensure real-time oversite of the project. Processing of Progress Payments will be subject to submittal and acceptance of GIS data.

Quantity adjustments may be mutually agreed upon without further competition depending on pricing and funding availability. All modifications will be finalized on an SF30.

Offerors are required to submit a price quote as specified in Section L, **Instructions to Offerors**, of this **Solicitation**.

Protection of Sensitive and Endangered Species

Refer to the attachment **Biological Assessment for Federally Listed Species and Critical Habitat for Pisgah National Forest** in full for guidance with attention to **Appendix A** for special considerations. Endangered Species Act (ESA) requirements during culvert replacement also include the following:

1. General Identification and Avoidance: The Government has identified protected plant and animal species within the project vicinity. The Contractor shall restrict all ground-disturbing activities, equipment staging, and material storage to the designated areas.

2. Physical Protection Measures Flagging and Fencing: The Contractor shall maintain all Government-installed flagging or orange construction fencing. If any flagging or fencing is damaged or removed, the Contractor must stop work in that immediate area and notify the Contracting Officer Representative (COR) for replacement. No-Entry Zones: Areas shall be flagged to represent "No-Entry" zones for personnel and equipment. No soil, debris, or equipment shall be pushed into or stored within these zones. Contact COR when entry into these areas are unavoidable to discuss potential options.

3. Mitigation and Best Management Practices (BMPs) Erosion Control: Since the project involves upsizing culverts on a slope, the Contractor must use weed-free certified straw wattles or silt fencing to prevent sediment runoff from entering sensitive habitat or downstream reaches. Invasive Species Prevention: To protect native plant species, all heavy equipment must be pressure-washed and inspected for weed seeds and soil before entering National Forest System lands. Pollution Prevention: All refueling must occur at least 100 feet away from the drainage inlet and sensitive plant zones. All heavy equipment (excavators, loaders) must be inspected daily for hydraulic or fuel leaks. Any equipment found leaking must be removed from the project site immediately. Refueling Zones: No refueling or hazardous material storage shall occur within 100 feet of the stream, sensitive plant zones, or any drainage leading to the culvert inlet. A spill kit must always be on-site and readily available.

4.0 Government Furnished

Majority of roads are closed to the public. The Government will supply a key to the Contractor for roads closed by Forest Service gates. It is the contractor's responsibility to obtain all keys for closed roads from the District Ranger Office prior to start of work and must be returned when the work included in the project is completed.

The contractor shall establish and implement methods of ensuring that all keys issued to the contractor by the Government are not lost or misplaced and are not used by unauthorized persons. No keys issued to the contractor by the Government shall be duplicated. The contractor shall develop procedures covering key control that shall be included in the quality control plan. ALL keys issued by the Government are to be returned prior to final payment request.

5.0 Deliverables / Schedule

- Key Deliverables include but are not limited to the items listed in the following table:

Key Deliverables

Item No.	*Deliverable*	*Objective*	*Due*
1	*Proposed Project Schedule*	*Defining the responsibilities, timeline, risks and milestones of contract objectives.*	*No later than five (5) business days after Contract Award is issued. To be updated no later than 30 days from the last project schedule.*
2	*Relief Culvert Asset Status and Location Report*	*Update the Ditch Culvert Asset ARCGIS digital platform*	*No later than five (5) business days after each culvert installation is completed.*

3	*Stone Tickets Submittals*	*Email digital copies of Stone Tickets to COR(s) and inspector(s) with a cumulative count list of how much has gone into each road.*	*No later than five (5) business days after stone being purchased and placed.*
4	*Asphalt Material Submittals*	*Email digital copies of Asphalt Material Tickets to COR(s) and inspector(s) with a cumulative count list of how much has gone into each road.*	*No later than five (5) business days after asphalt road material being purchased and placed.*
5	*Culvert Material Submittals*	*Email digital copies of Culvert Material Purchase receipts to COR(s) and inspector(s) with a cumulative count list of how much has been installed into each road.*	*No later than five (5) business days after culvert material being purchased and placed.*
6	*Drop Inlet Material*	*Email digital copies of Drop Inlet Material Purchase receipts to COR(s) and inspector(s) with a cumulative count list of how much has been installed into each road.*	*No later than five (5) business days after drop inlet material being purchased and placed.*
7	*Headwall Material*	*Email digital copies of Headwall Material Purchase receipts to COR(s) and inspector(s) with a cumulative count list of how much has been installed into each road.*	*No later than five (5) business days after headwall material being purchased and placed.*
8	*Weekly Status Report*	*Report documenting tasks and issues weekly.*	*Weekly, every Monday, by 3:00 PM EDST until the contract expires*

1. Contractor shall submit a project schedule within 5 days of contract award before the NTP can be issued. Contract has a Period of Performance of 730 days (2 years), and work shall be accomplished within the allotted timeframe.
2. Contractor shall update the digital Ditch Culvert Asset ARCGIS Map for each feature as specified:
    A. Culvert Feature Size and installation date.
    B. Condition Rating to be marked as “UNKNOWN”, as a notification to the COR(s) and/or inspectors that they need to be inspected.
    C. Additional remarks are to include inlet considerations, location, skew and slope if update is required.
3. Contractor shall submit Stone Tickets in Digital Format to COR(s) and inspector(s) with a breakdown of quantities invoiced and to be invoiced no later than 5 days after stone being purchased, placed and compacted.
4. Contractor shall submit Asphalt Road Material Tickets in Digital Format to COR(s) and inspector(s) with a breakdown of quantities invoiced and to be invoiced no later than 5 days after material being purchased, placed and compacted.
5. Contractor shall submit Culvert Material Purchase Receipts in Digital Format to COR(s) and inspector(s) with a breakdown of quantities invoiced and to be invoiced no later than 5 days after culverts being purchased and installed.
6. Contractor shall submit Drop Inlet Material Purchase Receipts in Digital Format to COR(s) and inspector(s) with a breakdown of quantities invoiced and to be invoiced no later than 5 days after culverts being purchased and installed.
7. Contractor shall submit Headwall Material Purchase Receipts in Digital Format to COR(s) and inspector(s) with a breakdown of quantities invoiced and to be invoiced no later than 5 days after culverts being purchased and installed.
8. Contractor shall submit a weekly status report to COR(s) and inspector(s) in the form of an email delineating the amount of work items completed on individual roads.

6.0 Reference Specifications

This project makes use of Standard Specifications for Construction of Roads and Bridges on Federal

Highway Projects (FP-24) U.S. Customary Units. FP-24 is included by reference only and can be found on the internet at the following website: https://flh.fhwa.dot.gov/resources/specs/.

The Forest Service Supplemental Specifications provided in the table below are a part of this solicitation and resulting contract and are provided as a separate attachment. Supplemental Specifications (FSSS) include additions and revisions to the Standard Specifications (FP-24)**.**

FSSS No.	*Description*
100	**General Requirements**
101	*Terms, Format, and Definitions*
102	*Bid, Award, and Execution of Contract*
103	*Scope of Work*
104	*Control of Work*
105	*Control of Material*
106	*Acceptance of Work*
107	*Legal Relations and Responsibility to the Public*
108	*Prosecution and Progress*
109	*Measurement and Payment*
150	Project Requirements
151	*Mobilization*
152	*Construction Survey and Staking*
153	*Contractor Quality Control*
155	*Schedules for Construction Contracts*
156	*Public Traffic*
157	*Soil Erosion and Sediment Control*
158	*Watering for Dust Control*
200	Earthwork
202	*Additional Clearing and Grubbing*
203	*Removal of Structures and Obstructions*
204	*Excavation and Embankment*
205	*Rock Blasting*
206	*Reserved*
207	*Earthwork Geotextiles*
208	*Structure Excavation and Backfill for Selected Major Structures*
209	*Structure Excavation and Backfill*
212	*Linear Grading*
300	Aggregate and Base Courses
301	*Untreated Aggregate Courses*
302	*Minor Crushed Aggregate*
303	*Road Rehabilitation*
304	*Full Depth Reclamation*
314	*Stockpiled Aggregates*
407	*Chip Seal*
409	*Micro Surfacing*

411	*Asphalt Prime Coat*
412	*Asphalt Tack Coat*
413	*Asphalt Pavement Milling*
603	*Structural Plate Structures*
625	*Turf Establishment*
633	*Permanent Traffic Control*
648	*Stream Simulation and Streambed Simulation*
701	*Cement*
703	*Aggregate*
704	*Soil*
705	*Rock*

7.0 Reference Drawings/Plans

The following Ditch Culvert and Road Rehabilitation standard drawings are applicable to this project and are included in the plan set**.**

Sheet No.	*Title*
1	*Cover & Index of Sheets*
2	*General Construction Notes*
3	*Project Map, Page 1 of 2*
4	*Project Map, Page 2 of 2*
5	*Summary of Quantities*
6	*Summary of Activities, Page 1 of 2*
7	*Summary of Activities, Page 2 of 2*
8	*Work List, Page 1 of 7*
9	*Work List, Page 2 of 7*
10	*Work List, Page 3 of 7*
11	*Work List, Page 4 of 7*
12	*Work List, Page 5 of 7*
13	*Work List, Page 6 of 7*
14	*Work List, Page 7 of 7*
15	*Typical Sections*
16	*Brushing And Disposal Detail*
17	*Clay Plug Detail*
18	*CMP Culvert Detail*
19	*CMP Ditching Detail*
20	*Drop Inlet Detail*
21	*Headwall Detail*
22	*CMP Armor Detail*
23	*CMP Alignment Detail*
24	*CMP Band Detail*
25	*Rolling Dip Detail*
26	*Traffic Control Detail*
27	*Erosion Control Detail*

8.0 Quality Control Plan

The Contractor shall submit to the CO, a Quality Control Plan (QCP) as part of their proposal that will detail the methods the Contractor will use to perform self-inspection to ensure the requirements of this contract are performed in accordance with the contract documents. The QCP shall at a minimum record the reference pay item, location, frequency, type of test and resulting outcome. QCPs shall be submitted with the Accomplishment Report and no payment will be made prior to receipt of these records and acceptance of the work performed.

At a minimum, the QCP shall contain:

- **Inspection System.** An inspection system must cover all of the services listed in the contract documents. It must specify the work items to be inspected on either a scheduled or unscheduled basis, how often inspections will be accomplished, and the title of the individual(s) who will perform the inspection. The inspection system must provide for a written record of inspections and results.
- **Methods.** Identify the proposed methods for identifying and preventing defects before the level of performance becomes unacceptable.

Records. The contractor shall maintain on-site records of all inspections and necessary corrective action(s) taken. This documentation shall be furnished at the time payment is requested, or when requested by the Contracting Officer's Representative during the term of the contract. Project inspectors reserve the right to check contractor's Quality Control Inspections at any time during the life of the project.

9.0 Government Quality Assurance

The Government will monitor progress to ensure that the Contractor is providing the quality promised in their QC Plan and that work meets performance standards. Visual observation may be used. The Government reserves the right, if deemed necessary to ensure compliance with the contract, to make random or 100% full inspections of the work. Each road and culvert will be inspected separately.

Government inspections will be documented on Daily Diaries and placed in the contract file. If work in part of an area is not acceptable, a **Notice of Non-Compliance** will be issued to the Contractor. See attached for sample of form. The CO may issue other cure notices if work is not being performed in a timely manner or does not comply with contract specifications.

Upon completion of a culvert or road and notification by the Contractor, the COR or designated Inspector shall make an overall inspection of that/those culverts/roads. If a need for remedial work prior to acceptance is reflected by the COR/Inspector`s inspection, such remedial work will be performed before the Contractor moves to the next area(s). If the inspection results in acceptance of the area, the Contractor may immediately proceed with work on the next area(s).

Government inspections are for the sole benefit of the Government and do not:

- Relieve the Contractor of responsibility for providing adequate quality control measures;
- Relieve the Contractor of responsibility for damage to or loss of the material before acceptance;
- Constitute or imply acceptance; or
- Affect the continuing rights of the Government after acceptance of the completed work.

10.0 Contractor's Key Personnel

At all times during the performance of the contract and until the work is completed and accepted, the Contractor shall directly supervise the work or assign and have on the work site a competent superintendent who is satisfactory to the CO and has authority to act for the Contractor. The superintendent shall be designated in writing to the CO prior to the commencement of work.

11.0 Environmental Protection

The contractor shall instruct employees in environmental protection practices. The contractor shall be responsible for operating under conditions which preclude the waste of fuel or spoiling the environment which shall include:

- Disposal of Refuse: Contractor shall be required to remove all refuse from each respective work site every day work is performed and shall dispose of the refuse off of Government property.
- Fuel for equipment, trucks and vehicles shall not be wasted. Extended engine idling shall not be permitted.
- Machine fluids (fuel, oils, coolants, etc.) shall not be drained on the ground or allowed to enter any watercourse. Inadvertent spills shall be contained immediately, and the District Ranger, Project Inspector, and local authorities shall be notified immediately. Promptly remediate the spill unless otherwise directed by authorities.

The Contractor shall provide protective barriers to prevent soil erosion on all projects requiring excavation. Also, included will be environmental protection to prevent sedimentation drainage of silts into storm drains. All protective barriers will be continually maintained on the project until the project is completed and accepted by the Government.

12.0 Fire Protection

The Contractor shall comply with all policies and rules of the National Forests of North Carolina to prevent forest fires. **The Forest Service Health and Safety Code Handbook (FSH 6709.11), National Wildfire Coordination Group Fireline Handbook,** and **Forest and District policies** describe procedures to avoid the unintentional ignition and spread of wildfire. These include, but are not limited to:

- Use spark arrestors on fuel powered vehicles and machinery;
- Have onsite access to a fire extinguisher and/or other firefighting tools, such as shovels or rakes;
- Ensure proper storage and handling of flammable liquids;
- Ensure positive extinguishing of any open flames or burning materials, such as tobacco;
- Obtain COR and District approval for any open fires, and
- Completely extinguish all approved fires before departing worksite.

Attachments

- ***Attachment 1 – Terms and Conditions SouthCulvRep***
- ***Attachment 2 – Schedule of Items SouthCulvRep***
- ***Attachment 3 – Statement of Work SouthCulvRep***
- ***Attachment 4 – FY26 Pisgah South Ranger District Ditch Culvert Replacements and Road Rehabilitation Drawings (Plans SouthCulvRep)***
- ***Attachment 5 - Forest Service Supplemental Specifications (FSSS) SouthCulvRep***
- ***Attachment 6 – Activity Summary SouthCulvRep***
- ***Attachment 7 – Pisgah Georeferenced Map SouthCulvRep***
- ***Attachment 8 – Links SouthCulvRep***
- ***Attachment 9 – Past Performance Questionnaire SouthCulvRep***
- ***Attachment 10 – Wage Determination #NC20260086***
- ***Federal Project Standard Specifications (FP-24) link at https://flh.fhwa.dot.gov/resources/specs/*** (**A8 – Links**)
- ***ArcGIS Field Maps and ArcGIS Online (AGOL) access to be provided (after award)***
- ***The Forest Service Health and Safety Code Handbook (FSH 6709.11)*** **(A8 – Links)**