USCGC MACKINAW (WLBB 30)

240 FOOT SEAGOING BUOY TENDER BREAKER

SPECIFICATION FOR FACILITY MAINTENANCE

2027 to 2031

Developed By: Joshua M. Smith

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TABLE OF CONTENTS

Consolidated List of References iii
Consolidated List of Government-furnished Property iv
Consolidated List of Critical Inspection Items v
Principal Characteristics vi
General Requirements 1
WORK ITEM 1: Grounds Maintenance for Shore Facility, Perform 5
WORK ITEM 2: Housekeeping Services for Cutter, Provide 11
WORK ITEM 3: Housekeeping Services for Shore Facility , Provide 21
WORK ITEM 4: Snow and Ice Removal for Shore Facility, Perform 29
WORK ITEM 5: Facility Refuse Collection and Disposal Services, Provide 32

Consolidated List of References

The below-listed documents form a part of this specification to the extent specified herein. Approval/publication dates or revision dates/numbers are also identified, to ensure that same document versions are used at time of specification writing and during contract execution.

All Coast Guard drawings, technical publications, and standard specifications will be provided to contractors by the Coast Guard at an appropriate time, or upon request, free or charge. Other Government documents may be accessed – free of charge – as follows:

- MIL/DOD/CID Specifications: http://www.assistdocs.com/search/search_basic.cfm
- Commandant Instruction Manuals: http://www.uscg.mil/directives/default.asp
- Public Laws, Code of Federal Regulations, U.S Codes, and other Federal Government laws:: www.gpoaccess.gov

The Government is aware of the following internet web links where contractors may procure commercial specifications:

- ANSI, ASTM, IEEEE, NFPA, ASME, SAE Standards: http://www.techstreet.com/
- NFPA: http://www.nfpa.org
- SSPC Standards and pictorial guides: http://shopping.netsuite.com/sspcmarketplace

COAST GUARD DRAWINGS

Coast Guard Drawing 09-L00004, (10/8/04), Homeport 240', Architectural, New Floor Plan, Sheet 40 of 66
Coast Guard Drawing 09-L00004, (10/8/04), Homeport 240', Site Plan, Sheet 5 of 66
Coast Guard Drawing 09-L00004, 10/8/2004, Homeport 240', Site Plan, Sheet 5 of 66

COAST GUARD PUBLICATIONS

Coast Guard Commandant Instruction (COMDTINST) M10360.3, Jun 2006, Coatings and Colors Manual
Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements
Surface Forces Logistics Center Standard Specification 6310 (SFLC Std Spec 6310), 2020, Requirements for Preservation of Ship Structures

OTHER REFERENCES

None

Consolidated List of Government-furnished Property

The following is a list of property, which the Government will furnish. This list supersedes any other material obligations indicated or implied by referenced drawings.

This section is not applicable to this package.

Consolidated List of Critical Inspection Items

The following is a list of work items, which contain Critical Inspection reports, which the Contractor must complete within the first 25% of the availability contract period (see SFLC Std Spec 0000_STD, paragraph 3.2.6.5 (Inspection report particulars)):

Work Item	Title

This section is not applicable to this package.

PC_240_WLBB_1209

Principal Characteristics

240' WLBB (30 CGC MACKINAW)	
PHYSICAL CHARACTERISTICS	
Length Overall	240’ 0”
Depth (main deck at side to baseline)	24' 0"
Maximum Beam	58’ 0”
Height of Highest Projection (above DWL)	95' 6"
Full Load Draft	16’ 0”
Full Load Displacement	3625 LT Freshwater
Shore Tie Voltage Requirements	1,200 Amp total 3EA 400A 450VAC 3PH Ungrounded forward/aft stations
HULL CHARACTERISTICS	
Frame Spacing	FR 19-25 = 19" FR 33-39 = 21" ALL Else = 20"
MACHINERY CHARACTERISTICS	
Number of Propellers	2
Number of Blades per Propeller	4
Diameter of Propeller	10.25'
Pitch	96.98"
Revolutions per Minute (RPM)	226 rated 270 max
Shafting/Propulsion System	Azipod

00000_PWB_0211_FLT
REC_0000_FLT_ Commercial Project @ CG Facility (0211)

General Requirements

1. SCOPE

1.1 Intent. This standard specification invokes general requirements for conducting vessel and shore side maintenance performed by commercial contractors at a Coast Guard facility for Coast Guard vessels.

2. REFERENCES

COAST GUARD DRAWINGS

None.

COAST GUARD PUBLICATIONS

Coast Guard Commandant Instruction (COMDTINST) M10360.3 (series), Coatings and Color Manual

Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements

Surface Forces Logistics Center Standard Specification 6310 (SFLC Std Spec 6310), 2020, Requirements for Preservation of Ship Structures

OTHER REFERENCES

None

3. REQUIREMENTS

3.1 General. The Contractor shall conform to all requirements specified in SFLC Std Spec 0000 and in this item, as applicable, during the performance of this availability.

NOTE

The requirements of paragraph 3.1 (General) applies to all work under the scope of this contract, whether explicitly stated in work items or not, and also to all other work subsequently authorized by changes, modifications, or extensions to the contract.

3.2 Contractor-provided fire watch personnel. The Contractor shall provide fire watch personnel and equipment.

3.3 Preservation requirements. The Contractor shall accomplish all preservation tasks, including touch-ups, in accordance with SFLC Std Spec 6310.

3.3.1 Brand name approval. Ensure that all contractor-furnished coatings are in accordance with SFLC Std Spec 6310, Appendix C (Authorized Coatings for Use on Cutters and Boats).

3.3.2 Coating colors and system color schemes. Ensure that all colors and color coat/paint schemes are in accordance with COMDTINST M10360.3, Chapter 6 (Cutter and Boat Colors Exterior and Interior).

NOTE
Unless a waiver has been granted (in writing) by the KO, deviations from authorized coatings (listed in Appendix C of SFLC Std Spec 6310) and colors and color schemes (provided in Chapter 6 of COMDINST M10360.3) are strictly prohibited.

3.4 Environmental protection requirements. The Contractor shall adhere to the following environmental protection requirements in accordance with the SFLC Stand Spec 0000:

3.4.1 USCG facilities. The Contractor shall provide and maintain environmental protection as defined in SFLC Std Spec 0000 Appendix B, Requirements for Environmental Protection at USCG Facilities, during the performance of this contract. Contractor shall plan for and provide environmental protective measures to control pollution which results from normal maintenance work, as well as plan for and provide environmental protective measures required to correct conditions that develop during the contract. Contractor shall comply with applicable Federal, state, and local laws, codes, ordinances, and regulations.

3.4.1.1 Plans and permits. The Contractor shall follow the provisions of the following SFLC Cheboygan Moorings unit specific permits and plans:

- Spill Prevention Control and Countermeasures (SPCC) Plan: Unit has a SPCC Plan which requires certain unit-specific procedures be followed for the storage, inspection, and transfer of petroleum products in containers 55 gallons or greater.
- National Pollutant Discharge Elimination System (NPDES) Storm Water (SW) Permit: Unit has an NPDES SW permit which requires unit-specific procedures be followed for the storage and inspection of equipment and materials which may contribute contaminants to storm water discharges.
- Air Emission Permit: Unit has a Air Emission Permit which requires unit-specific procedures be followed or the emissions of VOCs and hazardous air pollutants.

3.4.2 Test and procedures. The Contractor shall be required to promptly conduct tests and procedures for the purpose of assessing whether operations are in compliance with applicable Environmental Laws. Analytical work shall be done by qualified laboratories; and where required by law, the laboratories shall be certified.

3.4.3 Regulatory notifications. The Contractor shall be responsible for all regulatory notification requirements in accordance with Federal, State and local regulations. In cases where the Coast Guard must also provide public notification, such as storm water permitting, the Contractor must coordinate with the Contracting Officer or COR, and if work is being performed at a USCG Facility, the local Facility Engineer or Engineering Officer. The Contractor shall submit copies of all regulatory notifications to the Contracting Officer and the local Facility Engineer or Engineering Officer prior to commencement of work activities. Regulatory notifications shall be provided for including but not limited to demolition, renovation, National Pollutant Discharge Elimination System (NPDES) defined site work, and remediation of controlled substances such as asbestos, hazardous waste, and lead paint.

3.4.4 Environmental manager. The Contractor shall appoint in writing an Environmental Manager for the project, and shall be responsible for coordinating Contractor compliance with Federal, State, local, and station environmental requirements. The Environmental Manager shall ensure compliance with Hazardous Waste Program requirements, including hazardous waste handling, storage, manifesting, and disposal; implement the Contractors' Environmental Management Plan; ensure that all environmental permits are obtained, maintained, and closed out; ensure compliance with Storm Water Program Management requirements; ensure compliance with Hazardous Materials including storage, handling, and reporting requirements; as well as coordinate any remediation of regulated substances such as lead, asbestos, and polychlorinated biphenyl (PCB). This may be a collateral position; however the individual must be trained to accomplish the following duties; ensure waste

segregation and storage compatibility requirements are met; inspect and manage Satellite Accumulation areas; ensure only authorized personnel add wastes to containers; ensure all Contractor personnel are trained in 40 CFR requirements and individual position requirements; coordinate removal of waste containers; and maintain the Environmental Records binder and required documentation, including environmental permits compliance and close-out.

3.4.5 Hazardous Waste (HW) disposal. Contractor shall comply with SFLC Std Spec 0000 Appendix B, Requirements For Environmental Protection At USCG Facilities for HW disposal, and ensure that waste removals are conducted during normal business hours (0800-1600) on Monday through Friday (excluding holidays).

3.4.6 Contractor personnel. The Contractor shall accomplish the following tasks:

3.4.6.1 Supervisor. The Contractor shall provide a full time supervisor while performing the work specified in this contract. The supervisor/alternate supervisor shall be responsible for the performance of the work. The supervisor/alternate supervisor shall be present at the Facility at all times while contract work is being performed. The supervisor/alternate supervisor shall have full authority to act for the Contractor on all contract matters relating to the performance of this contract.

3.4.6.2 Dress code. Wear uniforms consisting of shirts and trousers, coveralls, or slacks, as appropriate. The uniform shall have the Contractor's name in sufficient size to be read at a distance of approximately 10 feet, affixed in a permanent manner. Any color or color combination (other than Coast Guard working blue), as appropriate, may be used for the uniform.

3.4.6.3 Conduct of employees. The Contractor shall be responsible for the conduct of their employees while they are on Mackinaw Facility property. The Contractor shall maintain satisfactory employee standards of conduct, integrity, and shall be responsible for taking corrective action with employees as deemed necessary. The Commanding Officer of a Coast Guard facility may bar an employee from the Facility property for failure to comply with satisfactory standards of conduct via the formal barment process in consultation with the appropriate Staff Judge Advocate. The Contractor shall immediately replace such employee(s) to maintain continuity of services at no additional cost to the Government. Employees shall not use recreational equipment such as radios, televisions, headsets for cassette tape/compact disk (CD) players, etc. Also, Contractor employees shall not loiter about the ship or shore facilities when not engaged in the performance of their duties.

3.4.6.4 Security requirements. The contractor is responsible to see that all employees working on the contract provide the necessary documentation to apply for, and be issued vehicle passes. The Coast Guard shall, upon request, furnish vehicle passes to the Contractor for essential personnel. Prior to issuance of passes, each vehicle and driver shall meet all state, local, and federal facilities license and regulation requirements. Each contractor provided vehicle shall show the Contractor’s name so that it is clearly visible and shall at all times, display state license and safety inspection sticker.

3.4.6.5 Smoking is prohibited throughout the entire interior of the ship. Contractor employees may smoke only in designated exterior smoking areas or on the pier. Cigarette butts and ashes shall be properly disposed of in an appropriate container/receptacle.

3.4.6.6 All employees shall be able to speak and understand English to the extent necessary to perform tasks under this contract. It is the Contractor’s responsibility to plan for and instruct his employees in the event of an emergency, based on Coast Guard facility’s established plan.

3.4.7 Additional Requirements. The Contractor shall be aware of the following:

3.4.7.1 No Contractor or Subcontractor shall have the authority to sign a Hazardous Waste Manifest using the Coast Guard facility's EPA Generator ID Number or remove contract generated hazardous waste from the Coast Guard facility without COR or KO-approval.

3.4.7.2 Local environmental regulations at the Government facilities may be more stringent. As with all environmental regulations, the Contractor shall prepare for and comply with local and state regulations.

3.4.7.3 Coast Guard facilities do not maintain Facilities Response Plans (FRPs) per 33 CFR 154. Contractor shall furnish the FRP when required for over-the-water liquids transfers to and from vessels, and is required for oil/fuel transfers to/from vessels for 250 barrels (10,500 gallons) or more.

3.5 SFLC standard specification approved changes. The Contractor shall be aware that the following are approved changes to published SFLC 2014 Edition Standard Specifications and supersede published content:

3.5.1 SFLC Standard Specification 6310, Requirements for Preservation of Ship Structures.

3.5.1.1 SFLC Std Spec 6310, page C-2, Section C1.5.1. Change from "lead-containing paint as 0.06%" to "lead-containing paint as 0.009%".

3.5.1.2 SFLC Std Spec 6310, page 4, Section 2 References, Group- Other References. Add "The Society for Protective Coatings (SSPC) Paint Application Guide No. 11, 2008, Protecting Edges, Crevices, and Irregular Steel Surfaces by Stripe Coating"
3.7.1.3 SFLC Std Spec 6310, page Appendix C-6, add "Hempel Hempadur Multi-Strength GF 35870" with FED-STD-595 color "Black/Red" under ANTI-ABRASION COATING, ICE BREAKING CAPABLE VESSELS, <235'.

3.5.1.4 Standard Spec 6310, page Appendix A-7, Under "UNDERWATER (U/W) BODY/BOOT-TOP", Add line Column 1: Option for U/W Body and Boot-Top, Steel Hulls, <154', in Salt Water. Column 2: Blank. Column 3: SSPC-SP 10/NACE NO. 2 using grit conforming to MIL-A-22262 / (1.5-3.5) - or - SSPC-SP WJ-2(M)/NACE WJ-2(M). Columns 4 and 5: Same as "U/W Body and Boot-Top, Aluminum Hull, High Speed (>30 knots)".

3.5.2 SFLC Standard Specification 0000 General Requirements.

3.5.2.1 SFLC Std Spec 0000, paragraph 1.3 'Acronyms and term definitions', page 5, "PCL (Paint Containing Lead)" definition replaced by, "Any paint or coating containing lead in excess of 0.009 percent by weight (1.0 mg/cm2 or 90 ppm). Lead Based Paint (LBP) is an interchangeable term with PCL."

4. NOTES

4.1 QA inspection forms. QA inspection forms (QA-1 thru QA-5), required in SFLC Std Spec 0000 to be completed and submitted during preservation of "critical-coated surfaces", are provided at the end of this document.

35000_DGW_0311_30

WORK ITEM 1: Grounds Maintenance for Shore Facility, Perform

1. SCOPE

1.1 Intent. This work item describes the requirements for the Contractor to maintain the grounds for the Great Lakes Icebreaking Shore Facility.

1.2 Government-furnished property.

None.

1.3 Term definitions.

- Improved Grounds – The areas that encompass buildings and facilities and include lawn areas, ornamental bushes, trees and paved areas. Improved grounds receive scheduled maintenance.

- Unimproved Grounds – These areas include natural grasses, brushes, and trees. Unimproved grounds do not receive scheduled grounds maintenance.

2. REFERENCES

COAST GUARD DRAWINGS

Coast Guard Drawing 09-L00004, 10/8/2004, Homeport 240', Site Plan, Sheet 5 of 66

COAST GUARD PUBLICATIONS

Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements

OTHER REFERENCES

None.

3. REQUIREMENTS

3.1 General. The Contractor shall provide grounds maintenance for the areas shown on Coast Guard Drawing 09-L00004, which shall consist of the following: (1) Lawn maintenance, (2) Edging, (3) Trimming, (4) Tree and shrub care, and (5) Leaf and debris removal. The contractor shall be responsible for the management and operation of this grounds maintenance effort. This effort shall include planning, programming, supervising, reporting, and performing all services described herein.

3.1.1 Technical Representative.

Not applicable.

3.1.2 Protective measures.

The Contractor shall furnish and install all protective coverings to seal off and protect all non-affected vessel's components, equipment, and spaces in the vicinity of the work area against contamination during the performance of work. Upon completion of work, the Contractor shall remove all installed protective measures, inspect for the presence of contamination, and return all contaminated equipment, components, and spaces to original condition of cleanliness.

3.1.3 Personnel and tool requirements. The Contractor shall provide all personnel, equipment, tools, supervision, and other items and services necessary to ensure that grounds maintenance is performed at Facility, Cheboygan MI in a manner that will maintain healthy grass, trees, shrubs, and plants and present a clean, neat, and professional appearance. The Contractor's work force shall perform all services associated with general grounds maintenance duties. This will include all management and preventative maintenance actions in addition to the specific tasks addressed in this section. The Contractor shall take precautions to prevent scalping (cut below 1 inch which can cause dead grass), uneven mowing, and cutting by equipment and damage to trees and shrubs. The Contractor shall repair damaged turf and replace shrubs and trees damaged during mowing operations.

3.1.4 Hours of operation. The Contractor shall perform the work between the hours of 8:00am and 5:00pm, local time, Monday through Friday, excluding federal holidays.

3.2 Grounds maintenance plan and work plan report. The Contractor shall maintain a grounds maintenance plan that provides the overall approach to ensure scheduled and unscheduled maintenance activities are accomplished in a manner that will maintain healthy, disease-free, well-manicured landscapes. The Grounds Maintenance Plan shall be provided to the Contracting Officer (KO) prior to the contract start date and updated annually. The Contractor shall submit to the COR a monthly Work Plan Report. As a minimum, the work plan shall contain work accomplished in the previous month and work scheduled for the current month. This report shall be submitted to the COR by the fifth workday of each month.

3.3 Lawn maintenance. The Contractor shall accomplish the following tasks:

3.3.1 Maintain ground cover area shown on Coast Guard Drawing 09-L00004 and in accordance with the specifications herein, in a manner that promotes proper health, growth, rich natural green color, and a neat appearance.

3.3.2 Keep lawn areas free of dead vegetation and debris. Lawn cutting shall be accomplished in a manner as to prevent scalping, rutting, bruising, uneven and rough cutting. Cutting equipment shall produce an even cut without producing frayed grass blades. Clippings shall be either caught in a standard grass catcher or removed immediately after cutting. Weed-eaters shall not be used for cutting operations, but may be used for trimming only. If any bare ground becomes populated with grass, weeds, or sand through natural spread, i.e. not artificially planted, maintain such area(s) as a part of the basic contract.

3.3.3 Remove all rubbish, debris, trash, rocks, fallen fruits, leaves, portable objects, etc., from all areas, including surfaced areas such as sidewalks, parking lots, driveways, and roadways after cutting. Remove all debris and trash lodged in or under shrubs, hedges, fences, and along foundation walls. Use caution to prevent power equipment from damaging trees and shrubs. Damaged property shall be replaced at the Contractor's expense. Remove all portable items such as trash containers, athletic equipment, etc., when they interfere with the grass cutting effort, and return them to their original locations upon completion of the cutting effort

3.4 Areas excluded from lawn maintenance. The Contractor shall perform lawn maintenance in the areas shown

on Coast Guard Drawing 09-L00004. The excluded areas are shown, and are bound by walkways, other hard surfaced areas and tree areas that contain no lawn as can be discerned by close examination of Coast Guard Drawing 09-L00004.

3.5 Lawn cutting. The Contractor shall cut the lawn to maintain a height of 2-1/2 to 3-1/2 inches, as appropriate, and in relation to the weather and what is usual and customary practice. All grass clippings shall be removed from the turf and adjacent surfaced areas within four hours after being cut.

3.6 Trimming. The Contractor shall accomplish the following tasks:

3.6.1 Accomplish trimming with each lawn cutting. Perform trimming in a manner that is free of scalping, rutting, bruising, and uneven and rough cutting.

3.6.2 Trim height shall match adjacent cut height. Trimming shall be done to produce an even cut height in all areas of lawn. Remove grass, weeds, and trash from shrubs and tree beds.

3.7 Clean up. The Contractor shall, rake up and dispose of all grass and weed clippings, fallen leaves and debris from the areas cut after each cutting and edging. Sweep and clean all streets, sidewalks, and parking areas clean of grass, weed clippings, and other debris after cutting and dispose of as specified herein. Cutting and debris shall not be allowed to remain on mowed areas and sidewalks or other paved areas overnight.

3.8 Debris and trash removal. The Contractor shall accomplish the following tasks:

3.8.1 Collect and remove all debris including but not limited to twigs, branches, bottles, papers, cartons, cans, and other matter on the lawn and from all hard surfaced areas, including but not limited to roadways, parking lots, carports, pavement, concrete walkways, sidewalks, curbs, storm drains, and all building borders, after each cutting for a minimum of once a week for duration of this contract.

3.8.2 All bushes, flowers, and plants shall be groomed of all fallen leaves, debris, and trash. All debris, cuttings, etc., shall be removed and disposed of from the area before Contractor personnel departs for the day. The contractor shall utilize the Facility containers. The contractor shall keep the area adjacent to the containers free of all debris and trash. Under no circumstances shall the contractor use any containers other than the designated container for disposal of debris, leaves, or grass cutting.

3.9 Edging. The Contractor shall accomplish the following tasks:

3.9.1 Accomplish edging from 1 May through 30 September. Perform lawn edging in a manner that is free of scalping, rutting, bruising, and uneven and rough cutting. Edging shall produce a straight, vertical, even edge along sidewalks, driveways, other paved surfaces, curbs, and garden areas. Edging equipment shall be vertical blade type equipment, hand or engine driven. Weed eaters are not to be used for edging operations. Remove all grass and dirt caused by this operation from sidewalks, curbs, and street within 4 hours after edging operations. Edge all lawn to pavement interfaces by cutting back the growth 1 inch below surfaces of pavement. Remove all debris as specified in section 3.7 “Clean up”.

3.10 Maintenance of trees, shrubs and bushes. The Contractor shall accomplish the following tasks:

3.10.1 Maintain all trees, shrubs, and bushes that are within the Coast Guard property as shown Coast Guard Drawing 09-L00004. Maintenance activities shall include but are not limited to trimming, pruning, topping, and removal of dead vegetation.

3.10.2 Collect and dispose of all debris resulting from maintenance of trees, shrubs, and bushes. All debris

collected must be properly disposed off Coast Guard property. Apply a minimum 2-inch depth shredded hardwood mulch to shrub bed areas and tree ring areas when tree/shrub pruning is performed.

3.11 Shrubs and trees. The Contractor shall accomplish the following tasks:

3.11.1 Trim, prune, and top all shrubs to present a uniform appearance in accordance with industry standards. In addition, the Contractor shall perform the following shrub/tree services to correct unsafe conditions:

- Care for tree's branches/limbs damaged by storms, ice, or vandalism.
- Remove all dead branches/limbs, borer infested or structurally weak branches, stubs from broken branches and old rotted stubs.
- Remove tree branches/limbs that rub against a building structure.
- Trim and prune all shrubs/bushes as required to present a pleasing appearance to the COR.
- Remove all dead branches.
- Remove or cut branches so that they are at least 3 to 6 feet from buildings or structures.

3.12 Leaf removal. The Contractor shall remove all leaves, twigs, and small branches the facility shown on Coast Guard Drawing 09-L00004. The general areas where removal is to be performed includes but is not limited to all lawn areas, flower beds, window wells, planted areas, shrub and hedge areas, ballfield, parking lots, pavement, concrete walkways, curbs and roadways, storm drains, and all building borders. The Contractor shall dispose of all waste according to paragraph 3.8. Contractor shall collect and dispose of all such debris at the end of each day in Facility containers prior to departing the sites, leaving all lawn and pavement areas worked on during the day clean. Leaf removal shall be performed during 01 September through 30 October and 01 March through 30 June. Total lawn area and hard surface area included in this contract is approximately 6.5 acres.

3.13 Grass seeding. The Contractor shall accomplish the following tasks:

3.13.1 Reestablish turf in areas damaged from winterkill, traffic, or normal wear and tear, by filling in ground with topsoil to a minimum of 5 inches, leveling off, and seeding. Re-seed all bare areas as specified. Use a mixture of Rye grass or fescue seed and Kentucky blue grass in lawn areas delivered in original sealed packages bearing the producer's guarantee analysis for percentages of mixtures, purity, germination, weed-seed content, and inert material and labeled in conformance with U.S. Department of Agriculture rules and regulations under the Federal Seed Act.

3.13.2 Apply grass seed in sufficient quantity to ensure complete grass coverage of the bare areas. Re-seed areas as directed by the COR at the contractor's expense. After seeding, cover the seeded areas with straw and rope off the areas to prevent seed germination damage. Water the seeded areas in a uniform manner to prevent excessive runoff. Watering shall be correlated weekly with rainfall and adjusted accordingly. Water seeded areas for proper growth of grass.

3.14 Maintain water device. The Coast Guard may need the Contractor to connect hoses to Facility water supply system to water lawn. The contractor shall be responsible for the complete management, operation and maintenance of all water control devices. The contractor shall supply all hoses and sprinklers for the watering operation

3.15 Pests and pest vegetation control. The Contractor shall maintain all lawn areas, sidewalks and other hard surface areas free from weeds on a recurring basis in conjunction with each cutting. Weeds shall be killed and removed from paved areas, lawns, tree beds, and shrub beds. Application of chemicals, if used, shall be in accordance with manufacturer's, OSHA, and all City, State and Federal Regulations.

3.16 Use of mechanized equipment. The Contractor shall:

3.16.1 Use hand tools such as rakes for leaf and debris removal. Additionally, use blowers or vacuums to remove leaves from each area. Blast from blowers shall not be directed towards any windows, cars, or breakable objects.

3.16.2 Be responsible for any damage to Coast Guard property which is caused from work on this contract.

3.17 Existing obstructions within contract area. The Contractor shall ensure that personnel are familiar with the location of all sprinkler heads, manholes, or other permanently installed obstructions within the areas of the contract work, that could cause damage or injury to contractor equipment or personnel.

3.18 Buildings and structures. The Contractor shall remove all vegetation growing on building and structures located in the areas shown. All non-ornamental within 3 feet of the structure shall be removed, as well as any vegetation sprouting from walls. The Contractor shall remove all vegetation without damaging the structure.

3.19 Rework. The Contractor shall correct, at their own expense, any discrepancy that does not conform to the specified requirements. The Coast Guard inspector will re-inspect the defective areas for contract compliance.

3.20 Performance evaluation meeting. The Contractor shall meet at least once a week with the COR to discuss progress on the contract at the start of the contract, and as needed later in the contract. From time to time, the COR may perform joint inspections with the Contractor to all areas of maintenance under the contract.

3.21 Safety and security of contract vehicles. All Contractor's vehicles used to transport pesticides shall be equipped with a fire extinguisher, spill and decontamination kit, and emergency wash water. All pesticides carried in vehicles shall be secured in locked compartments at all times while on Facility property. Vehicles shall not be left unattended at any time unless properly locked and secured.

3.22 Utilities. The Contractor may use existing 120 VAC outlets where available, in public areas where work is being done. Any temporary installations made by the Contractor to facilitate their work shall be approved in advance by the COR, and shall be removed when the work is completed with all finishes and systems restored to their original configuration at no additional cost to the Government.

3.23 Reports. The Contractor shall make available to the KO for review, all records, reports and forms. The Contractor shall maintain a daily record of work completed, and submit them on a weekly basis to the COR. The record shall be submitted to the COR on the first work day of the following Week. The report shall contain the following:

- The name, title and hours each employee worked that week.
- The equipment used and operations performed, and locations of work on a daily basis.
- The weather for each day of the week.
- When pesticides or herbicides are used, list the quantities, types, dates and locations of application.

4. NOTES

4.1 Government-furnished property. The Government will not furnish nor make available any facilities, property, equipment, materials, or services to the Contractor other than the refuse bins provided by the Coast Guard.

86350_Housekeeping_DGW_0311_30

WORK ITEM 2: Housekeeping Services for Cutter, Provide

1. SCOPE

1.1 Intent. This work item describes the requirements for the Contractor to provide all housekeeping services for CGC Mackinaw described in this specification and in accordance with the requirements herein.

1.2 Government-furnished property.

None.

2. REFERENCES

COAST GUARD DRAWINGS

None.

COAST GUARD PUBLICATIONS

Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements

OTHER REFERENCES

None.

3. REQUIREMENTS

3.1 General.

3.1.1 Technical Representative.

Not applicable.

3.1.2 Protective measures.

The Contractor shall furnish and install all protective coverings to seal off and protect all non-affected vessel's components, equipment, and spaces in the vicinity of the work area against contamination during the performance of work. Upon completion of work, the Contractor shall remove all installed protective measures, inspect for the presence of contamination, and return all contaminated equipment, components, and spaces to original condition of cleanliness.

3.2 Extent of work requirements. The Contractor shall furnish all labor, equipment, appliances, transportation, supervision, and materials (other than Government furnished materials and supplies specified herein), required to perform these services, complete and in strict accordance with this specification. Four types of cleaning services are required, as described in section 3.20 "Levels of housekeeping services" of this specification: “Levels I-IV”, and “Post deployment/post availability” All work shall be performed on board USCGC MACKINAW (WLBB-30), when moored at Mackinaw’s Home Pier, Cheboygan Michigan. Compartments and areas to be serviced on board are as follows:

3.2.1 Crew living spaces. These compartments include, Commanding Officer (CO) State Room, (CO) Cabin, Executive Officer (XO) State Room, Senior Officer State Rooms (Qty 4), Surge Berthing (Qty 2), Enlisted Berthing (Qty 23), and associated sanitary spaces (WR, WC & SH) (Qty 19), Officer’s Wardroom and Lounge, Chief Petty Officer (CPO) Mess and Lounge, 1st Class Lounge, Enlisted Mess, and all interior passageways and ladders on the 2nd deck, main deck, 01 level, 02 level, 03 level and 04 level.

3.2.2 Common sanitary spaces. These compartments include all common washroom, water closet and showers (WR, WC & SH) spaces of the ship.

3.2.3 Offices, shops and working spaces. These compartments include, Bridge, ECC & DC Central, Aft Conning Station, Ships Office, Port and Starboard Quarterdeck Station, Laundry Room, Trash Room, Buoy Deck Control Room, Exercise Room, Aton Shop, Clean Room, Shower Room, Buoy Deck Change Room, Medical Treatment room, DC Shop, Engineering Log Office, Machine Shop, Electric Shop, Supply Department Storage Room, Stores Breakout Area, Dry Provision Store Room, Ship’s Training Room, Deck Gear Locker, Boatswain Storeroom, Port and Starboard Maintenance Corridor, Cargo Hold, No. 1 and 2 Service Reel Lockers, and all main traffic through Auxiliary Machinery Rooms, Maintenance corridors 2-15-4-Q & 2-15-3-Q, Bow Thruster Machinery room, Potable water equipment room. NOTE: The Contractor shall NOT clean the Machinery Plant Control Monitoring System (MPCMS) screens which are located in the following spaces; ECC, EO State Room, IC Gyro, Repair Lockers, Main Passage Ways, Quarter Deck and Bridge. Glass cleaner or any other product containing ammonia could potentially destroy the screens.

3.2.4 Weather decks. This area is defined as all deck surfaces of the ship exposed to the weather up to a height of 10 feet, spanning from the main deck, up to and including the exterior of the Mast Deck. It includes all deck surfaces, the sides of the superstructure, and all equipment and deck fittings secured to the deck and superstructure (i.e., cranes, winches, A-Frames, capstans, davits, small boats, anchor windlass, bitts, chocks, padeyes, liferails/stanchions, lifelines, etc.).

3.2.5 Trash receptacles. The Contractor shall be responsible for picking up litter and debris in the area around the dumpster provided at the foot of the pier.

3.2.6 Annual work days. The projected deployment schedule for Mackinaw indicates the cutter will be moored at homeport approximately 100 days each calendar year. The Contractor will be given at least 24 hours advanced notice prior to the commencement of work on board the cutter.

3.3 Restrictions. Medical Treatment Room, (Sick Bay) is a controlled compartment. The ship’s Officer of the Deck (OOD) will have to open controlled compartments. The Government will have a crewmember present in the space during any cleaning under this contract. All other compartments identified in paragraphs 3.1.1 through 3.1.5 above are not controlled, however cell phones with cameras shall not be allowed onboard the vessel. Should the status of these compartments change the Government reserves the right to adjust the list and negotiate a new cost of periodic service, based on that change.

3.4 Location. The ship will be moored at the U. S. Coast Guard Base, 632 Coast Guard Dr., Cheboygan MI 49721-9999.

3.5 Government-furnished utilities. The Government will furnish all electricity, water, as well as the dumpsters listed in Work Item 5 Facility Refuse Collection and Disposal Service, Provide to be used jointly by the Contractor and the Coast Guard. The dumpster is for the accomplishment of work in accordance with these specifications and the contract, and is located at the foot of the pier.

3.6 Supplies and equipment

3.6.1 General. The Contractor shall furnish all supplies and equipment for accomplishment of the work specified herein while the ship is in port and sufficient for crew use during underway periods. The Contractor's equipment shall be of the size and type suitable for accomplishing the required work. All such equipment shall be suitable for operation from existing sources of Government furnished electrical power, and shall generate low noise levels (each piece less than 75 decibels). Equipment not meeting the above requirements shall be replaced with equipment that does. The following is a representative, but not all-inclusive, list of equipment and supplies deemed necessary for use in providing the specified janitorial services.

Consumable Supply Items

Paper Towels
Toilet Paper (2-ply)
Liquid Soap
Toilet Bowl Cleaner
Bleach Disinfectant
Metal Polish
White Pads (Hand)
Trash Bags, Small
Gloves
Trash Bags, Large (40 Gallon)
Broom, Upright
Mop Handles
Dust Pan, Plastic
Mop Heads (24 oz, Looped Head)
Feather Duster
Dust Mop Heads, 24" (Disposable)
Dust Mop, 24"
Mop Bucket w/ Ringer (32 Quart)
Spray Bottles
"Bathroom Closed" Sign
"Wet Floor" Sign
Carpet Shampoo
Air Freshener
Stainless Steel Appliance Cleaner
Hand Sanitizer

3.6.2 Quality and safety of consumables. All supplies and equipment shall be of high quality and suitable type or grade for the type of work or service performed. All equipment and supplies shall be initially reviewed by the COR and ship's Electrical Safety Officer prior to the Contractor starting work under this contract. Any item found to be flammable, present an electrical safety hazard to the ship or its personnel or to present any other potential harm to personnel, materials or finishes when properly applied shall not be used. Replacement or substitute materials or equipment to be used after this initial review shall be submitted to the COR for review prior to use. If requested, the Contractor shall supply Material Safety Data Sheets (MSDS) for any materials/supplies (such as cleaning solutions) brought to the vessel.

3.7 Movement of equipment. Contractor employees shall use ship's ladders and/or stairs to move equipment and

supplies throughout the cutter and between decks.

3.8 Employee requirements. The Contractor shall:

3.8.1 Turn off lights and close doors to unoccupied compartments when night cleaning is finished or when appropriate.

3.8.2 Immediately report any fires, unsafe or hazardous conditions to shipboard personnel.

3.8.3 Notify the COR of any damaged or inoperative plumbing fixtures, lights, water closets, etc. or of any damage to shipboard equipment/structure/fixtures as soon as possible when found while performing work. The presence of any vermin such as cockroaches, water bugs, silver fish, mice, rats, etc., shall also be reported, giving location(s) where seen.

3.9 Working hours. The routine periodic janitorial service described in this specification shall be performed Monday through Sunday, beginning no earlier than 1600 and finishing no later than 2200, unless otherwise directed by the Contracting Officer. The Contractor's lead supervisor (see paragraph 3.11) shall meet with the ship's OOD, prior to beginning work each day, for coordination of Contractor and crew events during that day. The ship's OOD will advise of any impact of ship's scheduled drills, crew or contract work (especially tasks involving hot work), or other evolutions on any areas to be cleaned. The Contractor shall schedule cleaning, such that ship's drills, and ongoing crew/contract work are not disrupted. The Contractor's lead supervisor shall convey any special concerns or Contractor requests/needs to the OOD. The Contracting Officer, NESU Cleveland/Cheboygan COR shall be advised of any problems with contract implications.

3.10 Contractor supervision. The Contractor shall at all times provide adequate supervision of the employees to assure compliance and satisfactory performance of all work in accordance with terms of the contract. The Contractor shall designate a single representative/lead supervisor to act as the ship's point of contact while work is being carried out on the ship.

3.11 Coast Guard inspection. The Coast Guard inspector will perform a daily inspection each day the Contractor is aboard and report all discrepancies.

3.12 Clean up. Keep all supplies, equipment and machines clear of passageways, ladders, computers, electrical/electronic equipment, or other onboard areas where they might be hazardous, and secure them at the end of each work period in the provided areas. Properly dispose of cloths, mops, or brushes containing a residue combustible material subject to spontaneous ignition. After completing the work on board each day, dispose of all dirt and debris generated by the work. The Contractor shall dispose of excess cleaning solutions off of the ship and the Coast Guard facility in Cheboygan MI, in accordance with Local, State, and Federal regulations.

3.13 Schedule. Work shall be accomplished in accordance with the attached "Frequency Schedule". No other deviations from the frequency schedule are permitted, without the approval of the Contracting Officer.

3.14 Other contracts. The Government may undertake or award other contracts for additional work, such as painting and equipment repair, and the Contractor shall fully cooperate with such other Contractors and Government employees. The Contractor shall not commit or permit any act that shall interfere with the performance of work by any other Contractor, or by Government employees.

3.15 Lost and found. All articles found by Contractor employees shall be turned into the OOD onboard the ship.

3.16 Performance requirements. The Contractor shall:

3.16.1 Clean deck coverings; Vacuum or Sweeping. All deck coverings, corners, behind doors, ladderways

(including surfaces behind ladders), landings and stoops, including deck surfaces under raised furniture and under equipment shall be cleaned of all dust and debris. All dust and debris shall be removed to the dumpster provided for this purpose on the pier. All deck coverings shall be free of debris, grit, lint, dust, or dust streaks. All furniture moved during vacuuming or sweeping operation shall be replaced to its original position upon completion of the work. Furniture, equipment, cove base and deck covering finish shall not be disfigured or damaged by the vacuuming or sweeping operations. Deck coverings shall be vacuumed cleaned or swept with clean treated sweeping mops, referred to as "Dust Mop" in the Frequency Schedule.

3.16.2 Deck covering; damp mopping(general). Deck coverings, including ladderways and landings, shall be damp mopped to remove dirt and soil remaining on deck surfaces after a thorough sweeping. Damp mopping shall be accomplished by use of clean cotton or linen yarn mops, using clean water and where needed to remove dirt or stains, a small amount of cleaning detergent or stain removal agent. Application of free water, sufficient to stand on the decks or to seep into the deck covering joints shall not be permitted. Damp mopped surfaces shall present a uniform, clean appearance free of debris, dirt, soiled water film, streaks, marks and excess water. Furniture shall be moved so that a thorough damp mopping job may be accomplished.

3.16.3 Deck covering; damp mopping (sick bay only). Sick Bay spaces require mopping shall be done with disinfectant due to the OSHA and Coast Guard regulations regarding the maintenance of health and safety standards. All other are addressed in the frequency schedule at the end of the contract specification.

3.16.4 Deck covering; heavy traffic deck areas. Heavy traffic deck areas (entrances, ladderways, passageways, etc.) and those decks subject to excessive wear, will receive additional cleaning to bring to a uniform appearance. Any new soiling of bases will be immediately removed and not be allowed to accumulate.

3.16.5 Deck covering; wet mopping or vacuum. Decks shall be wet mopped only when surfaces cannot be cleaned by damp mopping or dry cleaning. Such mopping shall be kept to a minimum as properly maintained floors seldom need mopping. The mopping solution shall not remain on surfaces longer than absolutely necessary. Use vacuum cleaner for loose dirt and or dust. Clean deck surfaces in accordance with deck covering system manufacturer’s cleaning instructions.

3.16.6 Carpet cleaning. All carpeted decks shall be cleaned by a dry process. This will include the carpets in the Captains, Officers, and Crew staterooms when designated by the COR no less than 4 times per year.

3.16.7 Dusting; General. Dusted surfaces shall be free of dust, dust streaks, lint, cobwebs, dirt and other materials removable by dusting methods.

3.16.8 Dusting; Furniture. Tables, bookcases, file cabinets, counters, desks, lockers and items normally considered furniture shall be dusted with a vacuum, cloth or yarn duster. Desks cluttered with correspondence shall not be dusted.

3.16.9 Low dusting. Dust shall be removed from bulkheads, portholes, port lights, windows and window sills, doors, door grilles, cove base, wainscoting, piping, fan coil units and covers, electrical cable and cableways, equipment, fixtures, furniture other than in section 3.17.10 above and other items from the deck to the overhead. Dusting of plotting boards, telephone relay racks and electronic cabinets and consoles shall not be required. Removal of dust shall be accomplished with clean treated cloths or yarn dusters for furniture and clean, untreated cloths or by vacuum for objects other than furniture. Cloths shall be handled and folded carefully during use to assure removal of dust from surfaces and from the spaces where dusting is performed.

3.16.10 High Dusting. Dust shall be removed with vacuum cleaners from bulkheads, overheads, ceiling panels, and other structural components, window drapes, picture frames, heating, ventilation and air conditioning (HVAC), ductwork, piping, equipment, electrical cable and cableways, and all fixtures from the deck to the overhead, where available in the occupied space.

3.16.11 Miscellaneous Cleaning.

3.16.11.1 Sinks and Scuttlebutts. All sinks and scuttlebutts (water coolers) shall be cleaned using detergent. Use of scouring powder will be permitted only when necessary to accomplish cleaning. Abrasives shall not be applied to plated hardware. Cabinets of scuttlebutts coolers shall be wiped clean with a damp cloth. Any spillage on decks or bulkheads adjacent to plumbing fixtures shall be removed with a damp cloth and the surfaces left clean. Exposed piping and valves, and chrome-plated hardware shall be cleaned with a clean damp cloth.

3.16.11.2 Sanitary Plumbing Fixtures.

- General. Washroom and Water Closet Plumbing Fixtures shall be washed with a neutral soap solution or a non-damaging detergent solution to remove deposits, strains, dirt, films and odors. Exposed piping and valves, chrome plated hardware, shall be cleaned with a clean damp cloth.

- Water closets. When cleaning water closet bowls and urinals, use cleaning solutions specifically formulated for cleaning toilets, showers and bathroom facilities to remove heavy soil or deposits. During the cleaning operation, the cleaning brush shall be worked into the bowl trap as far as possible. The underside of the bowl rim shall be thoroughly cleaned. Water closet seats shall be cleaned on all surfaces. After cleaning, the fixture shall be flushed and carefully rinsed. All outside surfaces shall be wiped clean with a clean, damp cloth. Chrome-plated hardware shall be cleaned with a clean, damp cloth.

- Lavatories and Sinks. Grease and dirt shall be removed from all lavatory and sink surfaces including underside. Stains that cannot be removed using soap or detergent solutions may be removed with mild cleaning powder. Chrome-plated hardware shall be cleaned with a clean, damp cloth.

3.16.11.3 Dispensers. All washroom and water closet dispensers (including, but not limited to paper towels, and soap) shall be cleaned with a neutral soap or mild detergent and water solution followed by damp wiping with a clean cloth and clean water. The interior of dispensers shall be cleaned in the same manner as the exterior surfaces followed by thorough drying of all interior surfaces. Interior surfaces of dispensers shall be cleaned not less than once every two weeks to assure cleanliness and prevent deterioration of interior surfaces. Dispensers shall be checked and filled (as required) at least once every week.

3.16.11.4 Emptying Waste Receptacles. Each waste receptacle shall be lined with a plastic garbage bag. All waste receptacles shall be emptied each day cleaning occurs. Plastic bags shall be replaced at least once a week, or when there is a detectable odor or any moisture present. All trash, waste and paper shall be removed from the ship and deposited in the dumpster provided for this purpose on the pier.

3.16.11.5 Mat Cleaning. All dirt removing mats at exterior entrances, shall be cleaned free of dirt, dust and other soiling materials. All dirt and dust deposits underneath the mats shall be removed and the mats replaced after cleaning.

3.16.11.6 Cleaning Stainless Steel. Stainless steel trim, doors, stainless steel finishes and panels on the interior shall be cleaned. A stainless steel cleaner shall be used. All spillage and marks on adjacent surfaces shall be cleaned with a damp cloth. Note: When cleaning around food preparation surfaces; galley, scullery and serving line, the cleaner shall be safe for this purpose and shall be approved by the COR prior to use.

3.16.11.7 Damp Wiping. A cotton cloth shall be used for all damp wiping work. The cloth shall be rinsed frequently, at least once per room. An antibacterial cleaning solution shall be used with the damp wipe.

3.16.11.8 Cleaning ladder, ladder ways and landings. Surfaces shall be swept and all lint, dirt and debris removed. Stains and marks shall be removed with a damp rag and scouring powder.

3.16.11.9 Carpeting. All carpeted decks and landings, including deck surfaces under elevated furniture and equipment, shall be vacuumed of all dust and debris. All furniture moved during vacuuming operations shall be replaced to its original position upon completion of work. Furniture, equipment, cove base and floor finish shall not be disfigured or damaged by the vacuuming operation.

3.16.11.10 Clean, vacuum and polish furniture. Wood, wood veneer plastic Formica, and metal surfaces shall receive furniture polish and rubbing as necessary for cleaning, followed with a clean dry cloth or electric buffer. Leather or plastic coverings shall be thoroughly cleaned with a combination cleaner and polish followed by polishing with a clean dry cloth. Vacuum all upholstered surfaces to remove dust and lint.

3.16.11.11 Plastic and Plastic Covered Furniture. Cleaning shall consist of washing, with a mild detergent, all molded plastic or plastic upholstered furniture. Procedure is to be accomplished by wetting the surface to be cleaned with water and a mild detergent, rinsing with clear water and wiping dry.

3.16.11.12 Glass Cleaning. All glass including mirrors, glass cabinets, desk tops, glass entrances and partition plastics shall be cleaned with a mild glass cleaning solution in clear water. Glass shall be washed with a sponge or soft cotton cloths as dried and polished. Adjacent trim shall be wiped clean with a damp cloth where soiled by spillage or by smears in the glass cleaning operation. Scouring powder shall not be used for glass cleaning. Glass cleaning, to be satisfactorily accomplished, shall conform to the standard of workmanship for glass cleaning described in section 3.18.

3.16.11.13 Weatherdeck Washdown. The weatherdeck area (defined in section 3.1.4) shall be cleaned with fresh water, brushes and rags. The Contractor may use the ship's firemain and fire hose stations for the fresh water required. Not later than twenty four hours prior to start of work the Contractor shall notify the COR of his intention to use the firemain system for fresh water washdown. The COR will coordinate with ships force the securing of the fresh water shore tie connection to the cutter and the simultaneous segregation of the applicable firemain valves to segregate the cutter’s fire main from section of the firemain charged by the fresh water connection. The COR will provide the fresh water washdown hoses and fittings for use by the Contractor. Prior to start of the washdown, the Contractor shall ensure all weather doors and fittings are closed. Where there is a question concerning the status of a weather tight fitting, the Contractor shall seek direction from the COR. The primary intent of this wash is to remove any salt, oil and soot residue. The Contractor shall high pressure wash (not to exceed 150 pounds per square inch gauge pressure) all heavy residue from the decks, while scrubbing away all well-adhered grime using stiff bristle brushes and brooms. All residual water, which will tend to pool in low areas of the deck plating, shall be swept to deck drains using brooms. The Contractor shall rinse and damp wipe (spot wash) all equipment and superstructure surfaces using rags. Upon conclusion of the washdown, the Contractor shall completely drain all water from all ship's firehoses used during the evolution and return them to their pre-assigned station, stowing the hoses as they were originally found. Following the washdown, all windows, portholes and port lights that can be reached without ladders or special safety gear shall be cleaned in accordance with the "Glass Cleaning" performance requirements stated above. The Contractor may not use any soap or chemicals in conjunction with a weatherdeck washdown, unless approved, in advance, by the OOD or his designated representative. This is due to the possible adverse environmental effects of any drainage/spillage on Great Lakes waters.

3.17 Standards: The following standards shall be used in evaluating janitorial services:

3.17.1 Dusting. A properly dusted surface is free of all dust and dirt, dust streaks, lint and cobwebs.

3.17.2 Plumbing Fixtures and Dispenser cleaning. Plumbing Fixtures, with related chrome-plated hardware and dispensers are clean when free of all deposits and stains so that item is left without dust streaks, film, odors and stains.

3.17.3 Sweeping. A properly swept floor is free of all dirt, dust, grit, lint, and debris except embedded dirt and

grit.

3.17.4 Spot cleaning. A surface adequately spot cleaned is free of all stains, deposits, and is substantially free of cleaning marks.

3.17.5 Damp Mopping. A satisfactorily damp-mopped floor is without dirt and dust, marks, film, streaks, debris, and standing water.

3.17.6 Metal Cleaning. When cleaned, all surfaces are without deposits or tarnish and shall present a uniformly bright appearance; cleaner is also removed from adjacent surfaces.

3.17.7 Glass and mirror cleaning. Glass and mirrors are clean when all accessible glass surfaces are without streaks, film, deposits, and have been wiped clean. Spilled water shall be wiped up. Drapes and shades for windows, portholes and port lights shall be readjusted after glass cleaning is completed.

3.17.8 Scrubbing or wet mopping. Scrubbing or wet mopping is satisfactorily performed when all surfaces are without embedded dirt, cleaning solution, film, debris, stains and marks, standing water in all areas, and when the deck covering has a uniformly clean appearance. A plain water rinse must immediately follow the scrubbing process.

3.17.9 Carpet/Rug Cleaning. A vacuumed carpet or rug shall be free of any loose dirt, dust and debris

3.17.10 Wash Room and Water Closet (WR&WC) Spaces. Cleaned wash room and water closet compartments shall have no odors; bulkheads and deck coverings shall be kept free of marks.

3.17.11 Polished surfaces. All surfaces shall be of uniform appearance, free of deposits, streaks or film. All spillage shall be wiped clean.

3.17.12 Bulkhead and cove base washing. After cleaning, the surfaces of all bulkheads, overheads, ceiling panels and exposed piping shall have a uniformly clean appearance, free from dirt, stains, streaks, lint, and cleaning marks. Painted surfaces must not be unduly damaged. Hard finish panels (marinite or nomex panel(s)) or glazed tile surfaces must be bright, free of film, streaks, and deposits.

3.17.13 Weatherdeck washdown. Upon completion of a fresh water washdown, the exterior surfaces of the ship shall present a uniformly clean appearance, free of all dirt, stains, streaks, salt, oil residue and soot residue. The exterior of all windows, portholes and port lights, shall conform to the standard for "Glass and Mirror Cleaning" above.

3.18 Environmental compliance. Cleaning products/solutions shall be used in strict conformance with the requirements of the Environmental Protection Agency (EPA) and State of Michigan. All manufacturer's instructions and recommendations for the use of cleaning solutions shall be strictly followed. In addition, the contractor shall comply with all federal, state, or local laws and regulations concerning the use, storage, and disposal of hazardous materials.

3.19 Levels of housekeeping services. The Contractor shall adhere to the following:

3.19.1 Level I. (To be scheduled via the COR with a 24 hour notice).

3.19.1.1 The services below shall be performed in all spaces listed in sections 3.1.1 through 3.1.4.

- Damp mop all non-carpeted deck coverings in spaces.

- Sweep deck, composite deck coverings, and painted decks. The area within the pilothouse that is covered by anti-fatigue matting does not need to be done. Within the gym, the matting shall be cleaned and left in place, the deck underneath the matting does not need to be done.

- Empty wastebaskets. Empty and wash ash disposal containers, inside and outside.

- Pick up litter and debris near weatherdeck entrances.

- Pick up litter and debris around trash dumpster on the pier.

- Vacuum carpets and rugs.

- Dust the following to a height of 6 feet above deck:
    - Horizontal surfaces
    - Partitions
    - Ladderway safety railings
    - Cove bases
    - Desks
    - Computer Terminals
    - Table
    - Chairs
    - Cabinets
    - Lockers
    - Sills and ledges.

- Empty the lint traps on all ship's laundry dryers.

- The area within the pilothouse covered by anti-fatigue matting shall be vacuumed, not mopped. There is no need to remove the anti-fatigue matting for this.

- Dust all bulkhead mounted and desk mounted artwork, pictures and frames.

- The services below shall be performed in the common sanitary spaces:
    - Paragrph 3.16.11.1 Sinks and scuttles
    - Paragrph 3.16.11.2 Sanitary plumbing fixtures
    - Paragrph 3.16.11.3 Dispensers
    - Paragrph 3.16.11.4 Emptying waste receptacles
    - Paragrph 3.16.11.6 Cleaning stainless steel
    - Paragrph 3.16.11.7 Damp wiping
    - Paragrph 3.16.11.13 Glass cleaning

3.19.2 Level II. (To be scheduled via the COR with a 24 hour notice).

3.19.2.1 Level II shall be the combination of Level I and the addition of the below services to be performed in all spaces listed in sections 3.1.1 through 3.1.3.

- Polish metal.

- Remove all deck mats to the weather; shake all dust and debris from mats. Return mats to their original locations.

- Damp mop all non-carpeted deck coverings in spaces.

- Damp wipe (spot wash):
    - Receptacles
    - Dispensers
    - Ledges and sills

3.19.2.2 The area within the pilothouse covered by anti-fatigue matting shall be vacuumed, the anti-fatigue matting may be left in place.

- The services below shall be performed in the crew sanitary spaces:
    - Section 3.16.11.1 Sinks and scuttles
    - Section 3.16.11.2 Sanitary plumbing fixtures
    - Section 3.16.11.3 Dispensers
    - Section 3.16.11.4 Emptying waste receptacles
    - Section 3.16.11.6 Cleaning stainless steel
    - Section 3.16.11.7 Damp wiping
    - Section 3.16.11.13 Glass cleaning

3.19.3 Level III. (to be scheduled via the COR with a 3 day notice).

3.19.3.1 Level III shall be the combination of Level I, Level II and the addition of the below services to be performed in all spaces listed in sections 3.1.1 through 3.1.3.

- Wash all windows, portholes and port lights - interior only. The exterior of each window, porthole and port light is washed during the weather deck wash down.

4. NOTES

This section is not applicable to this work item.

8635_Housekeeping_DGW_0311_30

WORK ITEM 3: Housekeeping Services for Shore Facility , Provide

1. SCOPE

1.1 Intent. This work item describes the requirements for the Contractor to provide all janitorial services for the Shore Facility described in this specification and in accordance with the requirements herein.

1.2 Government-furnished property/ utilities. The Government will furnish all electricity, water, as well as the following:

NOTE
The dumpster is for the accomplishment of work in accordance with these specifications and the contract, and is within 200 feet of the Shore Facility.

1.3 Facility location. The Facility is located at the U.S. Coast Guard Base Cheboygan, MI 49721-9999.

2. REFERENCES

COAST GUARD DRAWINGS

Coast Guard Drawing 09-L00004, (10/8/04), Homeport 240' , Architectural, New Floor Plan, Sheet 40 of 66

COAST GUARD PUBLICATIONS

Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements

OTHER REFERENCES

None

3. REQUIREMENTS

3.1 General.

3.1.1 CIR.

None.

3.1.2 Technical Representative.

Not applicable.

3.1.3 Protective measures.

The Contractor shall furnish and install all protective coverings to seal off and protect all non-affected vessel's components, equipment, and spaces in the vicinity of the work area against contamination during the performance of work. Upon completion of work, the Contractor shall remove all installed protective measures, inspect for the presence of contamination, and return all contaminated equipment, components, and spaces to original condition of cleanliness.

3.1.4 Interferences.

None.

3.2 Extent of work requirement. The Contractor shall furnish all labor, equipment, appliances, transportation, supervision, and materials (other than Government furnished materials and supplies specified herein), required to perform these services, complete and in strict accordance with this specification. The types of cleaning services which are required for Shore Facility, as described in the "Frequency Schedule" section of this specification shall be as follows: (1) Routine periodic cleaning (Daily, "Weekly" and "Monthly" tasks).

3.2.1 Affected work areas. The Contractor shall refer to Coast Guard Facilities Design & Construction Center, Project Number, 09-L00004 Floor Plans for areas of work. Areas to be serviced at the Shore Facility are as follows:

- **Offices, Shops and Passage Ways**. These areas include, EM/ET Shop, CPO Office, General Office Space w/approx 11 cubicles, Administrative Office, and Multi-purpose room.

- **Sanitary Spaces**. These compartments include Men's Room and Women's Room and all water closet spaces.

- **Storage, Mechanical/Electrical Spaces**: EM/ET storage, Mechanical Room (Old), Mechanical Room (New), Battery Room, and Shop Storage Room.

3.2.2 Trash receptacles. The Contractor shall be responsible for picking up litter and debris in the area around the dumpster provided at the foot of the pier.

3.3 Supplies and equipment.

3.3.1 General. The Contractor shall furnish all supplies and equipment for accomplishment of the work specified herein. The Contractor's equipment shall be of the size and type suitable for accomplishing the required work. All such equipment shall be suitable for operation from existing sources of Government furnished electrical power, and shall generate low noise levels (each piece less than 75 decibels). Equipment not meeting the above requirements shall be replaced with equipment that does. The following is a representative, but not all-inclusive, list of equipment and supplies deemed necessary for use in providing the specified janitorial services.

Consumable Supply Items

Paper Towels	2 ply Toilet Paper
Liquid Soap	Toilet Bowl Cleaner
Bleach	Disinfectant
Floor Wax	Carpet Shampoo
Metal Polish	White Pads (Hand)
Trash Bags, Small	Gloves

Trash Bags, Large (40 Gallon)	Broom, Upright
Mop Handles	Dust Pan, Plastic
Mop Heads (24 oz, Looped Head)	Feather Duster
Dust Mop Heads, 24" (Disposable)	Dust Mop, 24"
Mop Bucket w/ Ringer (32 Quart)	Spray Bottles
"Bathroom Closed" Sign	"Wet Floor" Sign
Floor Buffing Machine	Buffer Pads, 17"
Vacuum Cleaner	Deodorizer
Hand Sanitizer	

3.3.2 Quality and safety of consumables. All supplies and equipment shall be of high quality and suitable type or grade for the type of work or service performed. All equipment and supplies shall be initially reviewed by the COR prior to the Contractor starting work under this contract. Replacement or substitute materials or equipment to be used after this initial review shall be submitted to the COR for review prior to use. If requested, the Contractor shall supply Material Safety Data Sheets (MSDS) for any materials/supplies (such as cleaning solutions) brought to the Shore Facility.

3.4 Use of Government-furnished facility. The Janitor room may be used by the Contractor, without cost. Such use shall be for the purpose of equipment cleanup and use of the installed deep sinks. The Contractor shall be responsible for the orderliness and cleanliness of this space and facility. This space may be used by the Contractor, without cost, for the storage of his/her materials and equipment.

3.5 Employee requirements. The Contractor shall:

3.5.1 Turn off lights and lock doors to unoccupied spaces when night cleaning is finished or when appropriate.

3.5.2 Notify the COR of any damaged or inoperative plumbing fixtures, lights, water closets, etc. or of any damage to facility equipment/structure/fixtures as soon as possible when found while performing work. The presence of any vermin such as cockroaches, water bugs, silver fish, mice, rats, etc., shall also be reported, giving location(s) where seen.

3.6 Working hours. The routine periodic janitorial service described in this specification shall be performed Monday through Friday, beginning no earlier than 1800 and finishing no later than 0630, unless otherwise directed by the Contracting Officer.

3.7 Government inspection. The Contractor shall be aware that the Government will perform a weekly inspection and report any discrepancies.

3.8 Clean up. Keep all supplies, equipment and machines clear of all spaces except for those, which are designated for janitorial storage space. Properly dispose of cloths, mops, or brushes containing a residue of wax or other combustible material subject to spontaneous ignition. After completing the work on each day, dispose of all dirt and debris generated by the work. The Contractor shall dispose of excess cleaning solutions from the shore facility in Cheboygan MI, in accordance with Local, State, and Federal regulations.

3.9 Schedule. Work shall be accomplished in accordance with section 3.14 Frequency Schedule, except that no work shall be performed during Federal holidays. No other deviations from the frequency schedule are permitted, without the prior notification of the COR and approval by the Contracting Officer.

3.10 Performance requirements. The Contractor shall:

3.10.1 Clean floors and floor coverings; Vacuum or Sweeping. All floor coverings, corners, behind doors,

landings and stoops, including floor surfaces under raised furniture and under equipment shall be cleaned of all dust and debris. All dust and debris shall be removed to the dumpster provided for this purpose. All floors and floor coverings shall be free of debris, grit, lint, dust, or dust streaks. All furniture moved during vacuuming or sweeping operation shall be replaced to its original position upon completion of the work. Furniture, equipment, cove base and floor covering finish shall not be disfigured or damaged by the vacuuming or sweeping operations. Floor coverings shall be vacuumed cleaned or swept with clean treated sweeping mops, referred to as "Dust Mop" in the Frequency Schedule.

3.10.2 Floor covering; damp mopping(general). Floor coverings, such as linoleum tiles, shall be damp mopped to remove dirt and soil remaining on floor surfaces after a thorough sweeping. Damp mopping shall be accomplished by use of clean cotton or linen yarn mops, using clean water and where needed to remove dirt or stains, a small amount of cleaning detergent or stain removal agent. Application of free water, sufficient to stand on the floor or to seep into the floor covering joints shall not be permitted. Damp mopped surfaces shall present a uniform, clean appearance free of debris, dirt, soiled water film, streaks, marks and excess water. Furniture shall be moved so that a thorough damp mopping job may be accomplished.

3.10.3 Floor covering; Tile and Grout Sealing. Heavy traffic tile areas (entrances, passageways, etc.) and those subject to excessive wear, will receive one coat or application of sealant per contract period. In areas with glazed tile, seal grout only. In areas with unglazed tile, seal tiles and grout. Contractor to verify method of sealing tile floors and grout prior to bidding work. All work to be performed per standards in ANSI A108 and ANSI A137.1 which are contained in "American National Standard Specifications for Installation of Ceramic Tile.".

3.10.5 Carpet cleaning. All carpeted surfaces shall be cleaned using steam cleaning process no less than 3 times per year.

3.10.6 Dusting; General. Dusted surfaces shall be free of dust, dust streaks, lint, cobwebs, dirt and other materials removable by dusting methods.

3.10.7 Dusting; Furniture. Tables, bookcases, file cabinets, counters, desks, lockers and items normally considered furniture shall be dusted with a vacuum, cloth or yarn duster. Desks cluttered with correspondence shall not be dusted.

3.10.8 Miscellaneous Cleaning.

3.10.11.1 Sinks and watercoolers. All sinks and water coolers shall be cleaned using detergent. Use of scouring powder will be permitted only when necessary to accomplish cleaning. Abrasives shall not be applied to plated hardware. Cabinets of water coolers shall be wiped clean with a damp cloth. Any spillage adjacent to plumbing fixtures shall be removed with a damp cloth and the surfaces left clean. Exposed piping and valves, and chrome-plated hardware shall be cleaned with a clean damp cloth.

3.10.11.2 Sanitary Plumbing Fixtures. Washroom and Water Closet Plumbing Fixtures shall be washed with a neutral soap solution or a non-damaging detergent solution to remove deposits, strains, dirt, films and odors. Exposed piping and valves, chrome plated hardware, shall be cleaned with a clean damp cloth.

3.10.11.2.1 Water closets. When cleaning water closet bowls, use cleaning solutions specifically formulated for cleaning toilets, showers and bathroom facilities to remove heavy soil or deposits. During the cleaning operation, the cleaning brush shall be worked into the bowl trap as far as possible. The underside of the bowl rim shall be thoroughly cleaned. Water closet seats shall be cleaned on all surfaces. After cleaning, the fixture shall be flushed and carefully rinsed. All outside surfaces shall be wiped clean with a clean, damp cloth. Chrome-plated hardware shall be cleaned with a clean, damp cloth.

3.10.11.2.2 Urinals. The undersides of the urinal fixture rims shall be thoroughly cleaned. Bowl cleaner, when used, shall be placed in the trap and permitted to stand one hour, then shall be flushed away. All corrosion and encrustation shall be removed from the drain holes in the bottom and back of all urinals. A small round stiff bristle brush or small wooden stick may be used to remove heavy soil or deposit only. In no case shall metal objects be thrust through these holes, as fracturing or breaking of the finish surface may result. Metal urinal strainers shall be removed thoroughly cleaned and replaced. Outside surfaces shall be wiped clean with a clean, damp cloth. Exposed piping, chrome-plated hardware and valves shall be cleaned with a clean damp cloth.

- Lavatories and Sinks. Grease and dirt shall be removed from all lavatory and sink surfaces including underside. Stains that cannot be removed using soap or detergent solutions may be removed with mild cleaning powder. Chrome-plated hardware shall be cleaned with a clean, damp cloth.

3.10.11.3 Dispensers. All washroom and water closet dispensers (including, but not limited to paper towels, toilet tissue, toilet seat protectors, sanitary napkins, and soap) shall be cleaned with a neutral soap or mild detergent and water solution followed by damp wiping with a clean cloth and clean water. The interior of dispensers shall be cleaned in the same manner as the exterior surfaces followed by thorough drying of all interior surfaces. Interior surfaces of dispensers shall be cleaned not less than once every two weeks to assure cleanliness and prevent deterioration of interior surfaces. Dispensers shall be checked and filled (as required) at least once every week.

3.10.11.4 Emptying Waste Receptacles. Each waste receptacle shall be lined with a plastic garbage bag. All waste receptacles shall be emptied each day cleaning occurs. Plastic bags shall be replaced at least once a week, or when there is a detectable odor or any moisture present. All trash, waste and paper shall be removed from the facility and deposited in the dumpster provided for this purpose.

3.10.11.5 Mat Cleaning. All dirt removing mats at exterior entrances, shall be cleaned free of dirt, dust and other soiling materials. All dirt and dust deposits underneath the mats shall be removed and the mats replaced after cleaning.

3.10.11.6 Damp Wiping. A cotton cloth shall be used for all damp wiping work. The cloth shall be rinsed frequently, at least once per room. An antibacterial cleaning solution shall be used with the damp wipe.

3.10.11.8 Carpeting. All carpeted surfaces, including surfaces under elevated furniture and equipment, shall be vacuumed of all dust and debris. All furniture moved during vacuuming operations shall be replaced to its original position upon completion of work. Furniture, equipment, cove base and floor finish shall not be disfigured or damaged by the vacuuming operation.

3.10.11.9 Clean, vacuum and polish furniture. Wood, wood veneer plastic Formica, and metal surfaces shall receive furniture polish and rubbing as necessary for cleaning, followed with a clean dry cloth or electric buffer. Leather or plastic coverings shall be thoroughly cleaned with a combination cleaner and polish followed by polishing with a clean dry cloth. Vacuum all upholstered surfaces to remove dust and lint.

3.10.11.10 Glass Cleaning. All glass including mirrors, glass cabinets, desk tops, glass entrances and partition plastics shall be cleaned with a mild glass cleaning solution in clear water. Glass shall be washed with a sponge or soft cotton cloths dried and polished. Adjacent trim shall be wiped clean with a damp cloth where soiled by spillage or by smears in the glass cleaning operation. Scouring powder shall not be used for glass cleaning.

3.10.11.11 High Dusting. Dust shall be removed with vacuum cleaners walls, ceilings, ceiling panels, and other structural components, window drapes, picture frames, heating, ventilation and air conditioning (HVAC), ductwork, piping, equipment, electrical cable and cableways, and all fixtures above six feet from the floor, where available in the occupied space.

3.11 Standards: The following standards shall be used in evaluating janitorial services:

3.11.1 Dusting. A properly dusted surface is free of all dust and dirt, dust streaks, lint and cobwebs.

3.11.2 Plumbing Fixtures and Dispenser cleaning. Plumbing Fixtures, with related chrome-plated hardware and dispensers are clean when free of all deposits and stains so that item is left without dust streaks, film, odors and stains.

3.11.3 Sweeping. A properly swept floor is free of all dirt, dust, grit, lint, and debris except embedded dirt and grit.

3.11.4 Spot cleaning. A surface adequately spot cleaned is free of all stains, deposits, and is substantially free of cleaning marks.

3.11.5 Damp Mopping. A satisfactorily damp-mopped floor is without dirt and dust, marks, film, streaks, debris, and standing water.

3.11.6 Metal Cleaning. When cleaned, all surfaces are without deposits or tarnish and shall present a uniformly bright appearance; cleaner is also removed from adjacent surfaces.

3.11.7 Glass and mirror cleaning. Glass and mirrors are clean when all accessible glass surfaces are without streaks, film, deposits, and have been wiped clean. Spilled water shall be wiped up. Drapes and shades for windows, portholes and port lights shall be readjusted after glass cleaning is completed.

3.11.8 Carpet/Rug Cleaning. A vacuumed carpet or rug shall be free of any loose dirt, dust and debris.

3.11.9 Sanitary Spaces. Cleaned wash room and water closet spaces shall have no odors; partitions and floor surfaces shall be kept free of marks.

3.11.10 Polished surfaces. All surfaces shall be of uniform appearance, free of deposits, streaks or film. All spillage shall be wiped clean.

3.12 Environmental compliance. Cleaning products/solutions shall be used in strict conformance with the requirements of the Environmental Protection Agency (EPA) and State of Michigan. All manufacturer's instructions and recommendations for the use of cleaning solutions shall be strictly followed. In addition, the contractor shall comply with all federal, state, or local laws and regulations concerning the use, storage, and disposal of hazardous materials.

3.13 Frequency schedule. The Contractor shall adhere to the following:

3.13.1 Daily.

3.13.1.1 The services below shall be performed daily in all spaces listed in sections 3.1.1 through 3.1.3.

- Sweep tile surfaces, and work shop floor surfaces.
- Empty wastebaskets. Empty and wash ash disposal containers, inside and outside.
- Pick up litter and debris near entrances.
- Pick up litter and debris around trash dumpster on the base.

- The services below shall be performed in sanitary spaces:
    - Check and fill (if needed) soap dispensers.
    - Check and fill (if needed) towel dispensers.
    - Check and fill (if needed) tissue dispensers.
    - Damp wipe surfaces (porcelain, chrome, and stainless steel).
    - Damp mop composite deck coverings with disinfectant.
    - Clean water closets.
    - Clean urinals.
    - Clean lavatories and wash basins.
    - Damp wipe joiner bulkheads and metal bulkheads.

3.13.2 Weekly.

3.13.2.1 The services below shall be performed weekly in all spaces listed in sections 3.1.1 through 3.1.4.

- Remove all floor mats to the weather; shake all dust and debris from mats. Return mats to their original locations.

- Vacuum carpets and rugs.

- Damp mop all deck coverings outside of sanitary spaces.

- Dust the following:
    - Horizontal surfaces
    - Partitions
    - Cove bases
    - Desks
    - Computer Terminals
    - Table
    - Chairs
    - Cabinets
    - Lockers
    - Sills and ledges.

- Damp wipe (spot wash):
    - Receptacles
    - Dispensers
    - Ledges and sills
    - Doors.

3.13.3 Monthly.

3.13.3.1 The services below shall be performed monthly in all spaces listed in sections 3.1.1 through 3.1.3.

- Damp Mop all non-carpeted tile surfaces except in sanitary spaces.

- Dust all wall mounted and desk mounted artwork, pictures and frames.

4. NOTES

This section is not applicable to this work item.

8635_SnowRmvl_DGW_0311_30

WORK ITEM 4: Snow and Ice Removal for Shore Facility, Perform

1. SCOPE

1.1 Intent. This work item describes the requirements for the Contractor to remove and control snow and ice for the Great Lakes Icebreaking Shore Facility.

1.2 Government-furnished property.

None.

2. REFERENCES

COAST GUARD DRAWINGS

Coast Guard Drawing 09-L00004, (10/8/04), Homeport 240', Site Plan, Sheet 5 of 66

COAST GUARD PUBLICATIONS

Surface Forces Logistics Center Standard Specification 0000 (SFLC Std Spec 0000), 2020, General Requirements

OTHER REFERENCES

None.

3. REQUIREMENTS

3.1 General.

3.1.2 Technical Representative.

Not applicable.

3.1.3 Protective measures.

The Contractor shall furnish and install all protective coverings to seal off and protect all non-affected vessel's components, equipment, and spaces in the vicinity of the work area against contamination during the performance of work. Upon completion of work, the Contractor shall remove all installed protective measures, inspect for the presence of contamination, and return all contaminated equipment, components, and spaces to original condition of cleanliness.

3.1.4 Interferences.

The Contractor shall handle all interferences in accordance with SFLC Std Spec 0000, paragraph 3.3.5 (Interferences).
3.2 Extent of work requirements. The Contractor shall remove and control snow and ice from the shore facility and Coast Guard housing. The Contractor shall haul snow to an onsite location as directed by the COR.
3.2.1 Shore facility. The shore facility includes all entrances, parking areas, sidewalks, steps, ramps, buoy yard, and other areas as identified by the COR.

3.2.2 Coast Guard housing. Coast Guard housing includes all shared access areas including Blackthorne Drive and quad unit garage areas, excluding private driveways, vehicle parking, and sidewalks.

3.2.2.1 Snow removal services are expected to be similar in scope and timing to what the city/county provides for local residents.

3.2.2.2 If excessively high snowbanks in the Housing Facility prevent the ability to further plow, The contractor shall notify the COR to coordinate assistance from CG Housing Support office to snow blow banks back from the road with CG equipment.

3.2.3 Storm classification. For the purposes of this contract, snow and ice storms shall be classified as follows:

- Class A: Storms with accumulations of ½-inch up to 4 inches.
- Class B: Storms with accumulations of 4 inches up to and including 6 inches.
- Class C: Storms with accumulations of 6 inches up to and including 12 inches.
- Class D: Storms having more than 12 inches accumulation.

3.2.4 Determining storm classification. Storm classification shall be determined by the Contracting Officer (KO) upon receipt of snowfall accumulation data from the National Weather Service, or other appropriate method as determined by the contracting officer. Storms shall be classified for any continuous or intermittent snowfall or ice storm for any period when frozen or freezing precipitation has fallen. Storms are considered for individual classification only when separated by a period of not less than 12 hours with no precipitation.

3.3 Work commencement. The Contractor shall begin snow removal and ice control activities upon notification by the Contracting Officer. Response is considered satisfactory when the Contractor is actively performing snow removal and ice control services within the specified work commencement criteria.

3.4 De-icing materials and equipment. The Contractor shall provide all sand, salt, only calcium chloride shall be used on stairs, sidewalks and handicap ramps) and equipment required to perform ice control. The Contractor shall submit to the KO for approval a listing of all other chemicals to be used in this effort. No substances other than sand or salt shall be applied prior to receipt of the Contracting Officer's approval.

3.5 Level of performances. The Contractor shall provide the following levels of performance for maximum accumulations and completion times:

3.5.1 Continue snow removal operations in order to ensure that during the course of the snow storm the snow accumulation does not exceed four inches on entrances, sidewalks or parking areas.

3.5.2 Cease snow removal activities only when the snowfall has ended and all areas for which the Contractor is responsible have been cleared and sanded and or salted.

3.5.3 Snow removal will be considered complete, for entrances, parking areas, sidewalk areas and piers when the following conditions have been met:

- Less than ½-inch of snow remains on the entire area, including hard packed snow or snow/ice.
- Snow is removed from the full width of entrances, stairs and sidewalks with no intervening snow at street intersections or parking area entrances.
- Snow has been removed from the full width of parking areas and pushed to designated locations.
- Salt has been applied to all entrances, parking areas, sidewalks stairs and ramps. Note: Only calcium chloride shall be used on stairs, sidewalks and handicap Ramps

3.6 Operational priorities. The Contractor shall perform snow and ice removal on a priority basis for parking lots, sidewalks and facilities as established by the COR.

4. NOTES

This section is not applicable to this work item.

08700_KAM_0311_30

WORK ITEM 5: Facility Refuse Collection and Disposal Services, Provide

1. SCOPE

1.1 Intent. This work item describes the requirements for the Contractor to provide refuse collection and disposal of solid waste for the Shore Facility located at 626 Coast Guard Drive, Cheboygan, Michigan to include the following collection areas:

- Millard D. Olds Memorial Mooring on Coast Guard Drive (North B Street).
- Housing complex (consisting of 27 housing units) on Black Thorne Drive.
- Housing office and maintenance complex on Loomis Street.

1.2 Government-furnished property.

None.

2. REFERENCES

COAST GUARD DRAWINGS

None.

COAST GUARD PUBLICATIONS

None.

OTHER REFERENCES

None.

3. REQUIREMENTS

3.1 General. The Contractor shall provide all personnel, management, supervision, materials, supplies, equipment, tools, vehicles, and other items or services (except as stated herein) necessary to provide refuse collection and disposal services to the facility collection areas stated in paragraph 1.1 (Intent). The Contractor shall perform the services in accordance with all applicable local, state, and federal regulations, as well as all policies and procedures of the selected landfill center. The refuse collection and disposal services shall be performed in a manner that promotes the health and safety of federal employees and members of the public, in addition to the sanitary conditions and esthetic appearance of the Shore Facility.

3.1.2 Technical Representative.

Not applicable.

3.1.3 Protective measures.

Not applicable.

3.1.4 Interferences.

None.

3.2 Method of disposal. The Contractor shall deliver all garbage and other refuse collected to a disposal site (i.e. landfill) approved by and acceptable to all federal, state, and local agencies having jurisdiction.

3.3 Collection equipment.

3.3.1 Refuse collection vehicles. The Contractor shall use all metal or other approved material, watertight, completely enclosed "packer" type bodies that are designed and manufactured for the collection of garbage and are capable of servicing detachable containers. No leakage from the packer type bodies shall be allowed. The number and type of collection vehicles, including backup or reserve equipment in the event of equipment failure, furnished by the Contractor shall be sufficient for the collection of all garbage. All vehicles shall have proof of insurance and current state registration.

3.3.2 Refuse containers. The Contractor shall, as part of the refuse collection and disposal services, provide the following containers which are watertight and meet all applicable safety requirements. No leakage from the containers shall be allowed.

- Two (2) tall/upright 6-yard dumpsters for the enclosure at the Millard D. Olds Memorial Mooring.
- Twenty-seven (27) 96-gallon wheeled garbage containers for the housing complex.
- One (1) 8-yard dumpster for the housing office and maintenance complex.

3.3.2.1 Damage to Refuse Containers. The Contractor shall be responsible to replace any 96 gallon wheeled garbage containers for the housing complex if they become damaged and un-usable at no cost to the Governement. However, for the purposes of cost planning, this replacement shall not exceed 2 containers per quarter.

3.3.3 Contractor equipment markings. Collection vehicles shall be painted and numbered and shall have the Contractor's name, phone number, and number of vehicle painted in letters of contrasting color, at least three (3) inches high on each side of the vehicle. All vehicles shall be kept in a clean and sanitary condition. All refuse containers furnished by the Contractor shall display the Contractor's name and phone number.

3.4 Refuse collection schedule.

3.4.1 Frequency of pickup by facility area. The Contractor shall collect all garbage and refuse in the Millard D. Olds Memorial Mooring area three (3) times a week. Collection from the housing complex and housing office and maintenance complex shall be one (1) time per week.

3.4.2 Schedule of collection. The Contractor shall notify the COR in writing of the collection schedule. No pickups shall be made on Saturdays, Sundays, or Federal Holidays. When the day of regular collection falls on a

Federal Holiday, the Contractor shall perform the collection on the next regularly scheduled pickup day. The Contractor shall give thirty (30) calendar days written notice to the COR of any foreseen change which affects the day of collection.

3.4.3 Collection interruption. In the event of inclement weather conditions or other unforeseen conditions which prevents the Contractor from providing the regular scheduled service, the Contractor shall notify the COR as soon as possible of the delay of the collection schedule. The Contractor shall also notify the COR when collection can safely resume. If the Contractor is unable to safely perform the collection, the Contractor shall perform the collection on the next regularly scheduled pick-up day. Once regular collection has been resumed, the Contractor shall pick up all garbage or refuse equal only to the normal missed pickup amount. If the Contractor elects to collect more than the normal missed pickup amount, it will be at no additional cost to the Government.

3.5 Contractor employees. The Contractor shall provide personnel who are competent and skilled in the work to which they may be assigned. All employees shall be able to speak and understand English to the extent necessary to perform tasks under this contract. It is the Contractor's responsibility to plan for and instruct his employees in the event of an emergency, based on the Coast Guard facility's established plan.

3.5.1 Employee conduct. Employees of the Contractor shall be courteous at all times and not use loud or profane language and do their work as quietly as possible. Employees shall not use recreational equipment such as radios, televisions, headsets for electronic music devices, etc. Contractor employees shall not trespass or loiter, cross property to adjoining premises, or meddle with property that does not concern them. Employees shall replace all refuse container covers and close all gates opened by them.

NOTE

Smoking is prohibited in all interior spaces throughout the facility. Contractor employees may smoke only in designated exterior smoking areas on the facility. Cigarette butts and ashes shall be properly disposed of in an appropriate container/receptacle.

3.5.2 Employees attire. Employees of the Contractor shall wear clean uniforms consisting of shirts and trousers, coveralls, or slacks, as appropriate. The uniform shall have the Contractor's name in sufficient size to be read at a distance of approximately ten (10) feet, affixed in a permanent manner. Any color or color combination (other than Coast Guard working blue), as appropriate, shall be used for the uniform.

3.6 Loading. The Contractor employees shall take extra care in the loading and transportation of garbage and other refuse so that none of the material to be collected is left either in the container enclosures or on the streets or alleys. Any garbage or other refuse left in the container enclosures or on the streets or alleys by the Contractor shall be cleaned up immediately. The Contractor shall be responsible for cleaning up of all debris spilled or tracked on any street, alley, or public place by any of his employees or equipment.

3.7 Salvage rights. The Contractor may retain as his property any metals or other salvageable articles at the time of collection after items have been placed in the collection areas.

3.8 Utility damage. If any public or private utilities on the facility are damaged by reason of the Contractor's operations, the Contractor shall report the damage to the COR and pay the cost of repairs or replacement.

3.9 Contractor facility examination. The Contractor shall make his own examination, investigation, and research regarding the proper method of doing the work and all conditions affecting the work to be done, and the labor, equipment, and materials needed therefore and the quantity of work to be performed. The Contractor agrees that he has satisfied himself by his own investigation and research, that the Contractor will make no claim against the Government because of any misunderstandings of work scope.

3.10 Special waste disposal. Special or hazardous waste collection and disposal, which requires special handling, will be handled outside the scope of this work item by a separate purchase order or contract.

4. NOTES

4.1 Definition of Terms.

4.1.1 Collection: The act of gathering materials including, but not limited to, empty containers and transporting materials on public and private roadways.

4.1.2 Refuse Containers: Detachable container which is left at the Government's facility and emptied into the Contractor's truck and is lifted by mechanical means.

4.1.3 Solid Waste: Includes, but is not limited to garbage, bulky material, construction and demolition debris, yard waste, recyclables, and recyclable yard waste. Does not include hazardous or special wastes.