1.0 SCOPE OF WORK FOR GAYLORD HOOD MAINTENANCE AND EXHAUST HOOD MAINTENANCE AT BASE ELIZABETH CITY, Building 24 and Hangar 7, 1664 Weeksville Rd., Elizabeth City, NC 27909

1.1 WORK COVERED BY CONTRACT: The contractor shall provide all labor, materials, equipment, transportation, and supervision necessary to perform the work as described herein. All work shall be conducted per this scope of work and all applicable Federal, State, and local laws, regulations, codes, and directives. This summary is not all-inclusive and delineates only those work items deemed as major to the contract. Ancillary work items not listed below, though necessary to attain the completed project, shall be included in the contract.

SCOPE OF WORK: In accordance with NFPA 17 and 96, the vendor will, starting from the roof and working down, clean the ducts and the fan of the two **Gaylord Hoods in the Galley**, including the underside of the fans. From below the hood, the vendor shall use a water pressure system, in addition to some NFPA approved degreasing cleaning agent; clean the canopy and applicable filters. All debris, dirt, and wastewater will be removed by the vendor from the Galley workspace where work was performed and the space shall be returned to the condition it was prior to work-commencing. This service will be conducted on a semi-annually basis for the Galley upon scheduling arranged by the Contacting Officer or direct representative (Galley COR). Service calls will be conducted after the scheduled dinner hours posted at the Galley, approximately 1800, Monday through Friday.

In accordance with NFPA 17 and 96, the vendor will, starting from the roof and working down, clean the ducts and the fan of the Exhaust Hoods in **Hangar 7**, including the underside of the fans, and provide maintenance on the fan's balance. From below the hood, the vendor shall use a steam pressure system, in addition to some NFPA approved degreasing cleaning agent; clean the canopy and applicable filters. All debris, dirt, and wastewater will be removed by the vendor from the workspace where work was performed and the space shall be returned to the condition in which it was prior to work-commencing. This service will be conducted on a quarterly basis for Hangar 7 upon scheduling arranged by the Contacting Officer or direct representative (Hangar 7 manager). Service calls will be conducted between the scheduled dining hours of 1800 and 0300, Monday through Friday.

DETAIL ITEMS OF WORK:

1.1.1 Base access: Contractor will be required to check-in with the Base Officer of the Day (OOD), Galley supervisor, or Hangar 7 manager for entry at the scheduled time on the day they are scheduled to conduct maintenance on the Gaylord Hood assembly and exhaust hood. The vendor shall ensure that they have received authorization from the Contracting Officer or his direct representative prior to completing the scheduled maintenance. If the vendor completes work without prior authorization from the Contracting Officer or his direct representative payment may be delayed or not made.

1.1.2 Existing Site Conditions: The Contractor must satisfy themselves with the existing site conditions and the work to be performed. All potential Contractors are strongly encouraged to visit the site to field verify any/all quantities before submitting proposals. All visitors must complete a visitor access request form in accordance with Base security policy and present a valid Real ID or passport as a method of identification. Visitors with a valid Military ID or RAPIDGate pass will not be required to complete the access form. Interested Contractors shall make arrangements for site visits with the COR. All site visits are to be prearranged a minimum of three (3) days in advance. To arrange a site visit, the following information must be provided: full name, date of birth, and driver's license number.

After award, all Contractors that require Base access will have to be pre-vetted for entry prior to commencement of work. All work that has a period of performance greater than 10 days may be subject to obtaining a RAPIDGate pass as a method of Base entry.

1.2 MILITARY REGULATIONS: The contractor, his employees, and sub-contractors shall become familiar with and obey all Base Support Unit regulations. All personnel employed on the project shall keep within the limits of the work and avenues of ingress and egress, and shall not enter any other areas outside the site of work unless required to do so in the performance of their duties. The Contractor's equipment shall be conspicuously marked for identification. There shall be no smoking in any Coast Guard building.

1.3 WORK HOURS: The Contractor shall perform all site work as directed in the Scope of Work above. Any deviations from the above will be at the discretion of the Contracting Officer or Contract Officer Representative, 1800-0300, Monday through Friday.

1.4 PERFORMANCE: All work shall begin after Galley's scheduled dinner and be completed prior to the scheduled breakfast. For Hangar 7 all work shall be conducted between the scheduled dining hours of 1800 and 0300, Monday through Friday. Base year period of performance is from October 01, 2026, to September 30, 2027

1.5 CLEANUP OF WORK AREAS: The Contractor shall remove and properly dispose of all trash and debris incident to the contract work from the limits of government property, as well as all adjacent affected areas. Disposal shall be in accordance with Federal, State, and Local regulations. Any damage to government property caused by the contract work shall be restored to its previous condition by the contractor at no expense to the government.

1.6 ACCEPTANCE OF WORK: Prior to the acceptance of work by the Coast Guard after completion of prescribed maintenance, the contractor shall arrange through the OOD, Galley supervisor, Hanger 7 manager to have them perform an inspection of the work site to ensure all applicable work was completed in accordance with the scope of work.

1.7 USE OF GOVERNMENT FACILITIES: The Government will not be responsible in any way for damage occasioned by fire, theft, and accident or otherwise, to the Contractor's stored supplies, materials, or equipment; the supplies, materials, or equipment personal belongings brought in to the building. Vehicles of the Contractor shall be registered with the Security Officer of the U.S. Coast Guard Base Elizabeth City.

1.8 QUESTIONS: All technical questions should be addressed by Contracting Officer (KO) or COR, all questions regarding the contract or questions involving a matter that may change the scope of work or quoted price of the job, shall be addressed to the Contracting Officer (KO).