SCOPE OF WORK

WHEELHOUSE FLOOR REMODELING (POLISHED CONCRETE)

GENERAL REQUIREMENTS:

The work consists of providing all labor, materials and equipment as required to polished 3000 square feet of Nonslip Concrete Flooring at The Wheelhouse located at USCG Base Portsmouth, 4000 Coast Guard Blvd, Portsmouth, VA, 23703

COMMENCEMENT, PROSECUTION AND COMPLETION OF WORK:

Upon acceptance the contractor shall commence work NLT five (5) calendar days after notice to proceed and work diligently to complete the entire work ready for use by the 14th calendar days after contract award.

PROJECT OBJECTIVE & BACKGROUND

The objective of this project is to restore, repair, and polish the concrete floor of the Wheelhouse to create a highly durable, low-maintenance, and aesthetically professional surface. The current floating floor is scheduled for demolition, after which the concrete substrate must be professionally prepared, repaired, and polished.

DIVISION OF RESPONSIBILITY

COAST GUARD RESPONSIBILITIES

Remove the existing floating floor system prior to the contractor's mobilization.
Site Access & Power: The Coast Guard will provide reasonable access to the job site and coordinate access to facility power and water as available.

CONTRACTOR RESPONSIBILITIES (SCOPE OF WORK)

The Contractor shall provide all labor, materials, tools, safety equipment, supervision, and specialized machinery necessary to complete the concrete grinding, repair, and polishing process for the estimated 3,000 SF area.

DETAILED TECHNICAL REQUIREMENTS

Surface Preparation
Adhesive & Residue Removal: Mechanically grind off all remaining thin residues of glue, epoxy, thin-set, and mortar left on the concrete surface after the floating floor is removed by the Coast Guard. Surface Repair (Patching): Inspect the newly exposed substrate for defects.
Patch and repair minor divots, spalls, and cracks using an industry-standard, fast-curing concrete repair polymer.

Note: The exact extent of substrate damage is currently unknown as it is covered by the active flooring. Contractors should base their bids on repairing typical minor wear.

Concrete Polishing Process
Mechanical Polishing: Perform sequential mechanical grinding and polishing of the existing concrete substrate using professional-grade planetary grinding machines equipped with diamond tooling (coarse metal-bond to fine resin-bond sequence) to achieve matte finish.

Chemical Densification: Supply and apply one (1) uniform application of a high-quality liquid concrete silicate densifier to harden and dustproof the substrate.

Sealing / Guard Application: Supply and apply two (2) separate coats of a premium Polish Guard/Sealer designed to protect polished concrete from oils, moisture, and staining.

High-Speed Burnishing: Perform high-speed burnishing on the completed floor using appropriate burnishing pads to cure the sealer and achieve the final polished luster.

EXCLUSIONS & LIMITATIONS

Floating Floor Demolition: The contractor is strictly excluded from the demolition and removal of the existing floating floor system.

Structural Concrete Remnants: The scope excludes the demolition or removal of thick, heavy concrete floor remnants or structural sub-floor concrete slabs. The contractor's prep responsibility is limited to surface-level adhesives, glues, thin-set, mortar, and epoxies left on the concrete.

CONTRACTOR EXECUTION REQUIREMENTS
Dust Control & Containment: Concrete grinding generates significant respirable crystalline silica dust. The contractor must utilize HEPA-filtered dust collection systems (shrouded grinders) and implement containment barriers to prevent dust from escaping into adjacent facility spaces or marine electronics.

Submittals: Prior to commencing work, the contractor shall submit product data sheets and Safety Data Sheets (SDS) for the concrete patch material, liquid densifier, and floor sealer to the Contracting Officer's Representative (COR) for approval.

CLEANUP:
The contractor is responsible for daily cleanup of the work area and the proper disposal of all grinding dust, slurry, and chemical containers in accordance with local environmental regulations.

DESIGNATED CONTRACTING OFFICER'S QUALITY ASSURANCE EVALUATOR (QAE) REPRESENTATIVE: The designated contracting officer's QAE representative and Point of Contact for this project is CSC Christopher Dollahon at Christopher.P.Dollahon@uscg.mil or 206-820-4796 and **Robert Ward @** Robert.L.Ward2@uscg.mil or 757-284-7040. Inquiries concerning any phase of the specification before or after award shall be made to CSC Christopher Dollahon

AFTER AWARD OF THE CONTRACT: The contractor must immediately notify the contracting officer's QAE representative of his intended start date. The work shall be done in accordance with the specification.

ORAL MODIFICATION: No oral statement of any person other than the contracting officer shall in any manner or degree, modify or otherwise affect the terms of this contract.

WORKMANSHIP: All work shall be accomplished with the best standard practices, and by workmen thoroughly experienced in the required trades. The work shall be supervised by experienced personnel and shall be satisfactory to the Contracting Officer.

PERMITS: The contractor shall without additional expense to the government, obtain all appointments, licenses, and permits required for the prosecution of the work. The contractor shall comply with all applicable federal, state and local laws.

CLEAN UP: All trash and debris shall be removed from the site daily. The job site shall be left in a clean and neat manner.

WORK OUTSIDE REGULAR HOURS: If the contractor desires to carry on work on Saturday, Sunday, holidays or outside the station's regular hours, he may submit his request in writing to the Contracting Officer's QAE Representative for approval consideration. The contractor shall allow ample time to enable satisfactory arrangements to be made by the government for inspecting the work in progress.

UPON COMPLETION OF WORK: Contact the Contracting Officer QAE Representative to arrange for inspection/acceptance of work.

IDENTIFICATION OF CONTRACTOR PERSONNEL AND VEHICLES: The contractor shall provide a detailed list of all employees to the QAE Representative five (10) days prior to commencing work. The employee list shall contain the employee's full name, date and place of birth, current address and last four (4) of SSN. The Base Portsmouth Security Officer will be given a copy of the employee list and a pass will be issued for entry. Each contractor provided vehicle or towed trailer shall show the contractor's name so that it is clearly visible on the vehicle. A valid state license plate and safety inspection sticker is required. All vehicles operated on government property shall be maintained in a good state of repair.

SAFETY REQUIREMENTS:

Responsibilities:All contractors working on CG Base Portsmouth shall abide by all federal safety regulations as published by the Occupational Health and Safety Administration, 29 CFR 1910 (series), 29 CFR 1925 (series) and 29 CFR 1926 (series). Contractor written safety programs shall be reviewed by the Base Safety Officer prior to starting work.

Written notification must be provided to the **Base Safety Officer, Kelvin Smith 757-218-2451 or kelvin.k.smith@uscg.mil** in their capacity as Base Fire Marshal of any activity that could potentially cause fire or explosion or that changes or reduces the capability of fighting a fire or explosion. Some examples of qualifying activities are: a fire hydrant or fire suppression system that must be taken out of service for any reason, electrical work that affects fire alarm systems, introduction of hazardous or flammable material onto the Base, and blocking of any egress routes or emergency vehicle routes. Inclusion of this information in the contract constitutes written notification as long as the outsource review sheet is signed by Base Safety Officer.

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

Lock Out/Tag Out requires notification and coordination with facilities and will not be conducted by a contractor on Base Portsmouth. A Facilities Division representative is required for all contractor Lock Out/Tag Out needs.

Rights: Every employee working on Base Portsmouth has the right to a safe and healthy work place. The contractor has the responsibility and right to stop unsafe work. QAE's and the Safety Officer may also institute a work stoppage relating to unsafe practices or immediate danger to life and health situations.

ENVIRONMENTAL PROTECTION REQUIREMENTS:

All contractors working on CG Base Portsmouth shall abide by all federal environmental regulations as published by the Environmental Protection Agency, 40 CFR (series). Contractor written environmental management and pollution prevention programs shall be reviewed by the **Environmental Protection Specialist, Larry Fisher 757-751-7383 or larry.s.fisher@uscg.mil** prior to starting work and must be in accordance with ICSPORTSVA INSTM5090.2, the Unit Environmental Guide.

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

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

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

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