STATEMENT OF WORK

Dormitory Furniture Delivery, Removal/Disposal and Installation
Technical Training Facility
JBSA Lackland Chapman Annex Building 126 and 127

1. PROJECT DESCRIPTION:

Procure student dormitory furniture for the Technical Training facility, at Joint Base San Antonio (JBSA), Lackland Chapman Annex dormitory living facility throughout building 126 and 127. The rooms at JBSA Lackland Chapman Annex buildings 126 and 127 are currently occupied. Each room consists of two (2) students per room, and all personal items shall be secured and locked away.

Building 126: Consists of three floors, there is one elevator behind the reception desk and a set of stairs in front of the elevator. The building has a total of 200 rooms: 66 on the first floor, 66 on the second floor, and 68 on the third floor. Each room needs two beds (non-stacked), two desks, two chairs, two nightstands, and two chests installed in them.

Building 127: Consists of three floors, there is one elevator behind the reception desk and a set of stairs in front of the elevator. The building has a total of 200 rooms: 66 on the first floor, 66 on the second floor, and 68 on the third floor. Each room needs two beds (non-stacked), two desks, two chairs, two nightstands, and two chests installed in them.

2. Removal and Disposal Requirements:

All removal and disposal will be completed off base IAW industry standards. All furnishing items procured, installed and removed shall be replaced accordingly within phases as instructed by the onsite Project Manager (PM) indicated below and with minimum disturbance to training students housed throughout the facility. The contractor shall provide all management, supervision, tools, supplies, labor, equipment, transportation, storage, installation with required assembly, and removal of designated furnishing and appliances as directed by the onsite Project Manager.

3. Delivery Location:

The facility site is Lackland Chapman Annex, building 126 and 127, which will be occupied by training students throughout the project. The contractor is prohibited from communicating with students and must direct all project-related inquiries to the onsite PM.

The entire project's installation physical address is located at Lackland Chapman Annex, 1040 Apollo Dr, JBSA Lackland, Texas 78236.

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Chart - Precise Quantities

Items to Install IAW Industry Standards and based on below Salient Characteristics	Total Qty Items to Install Throughout Bldg. 126	Total Qty Items to Install Throughout Bldg. 127	Total Qty Items for Removal and Disposal from B126	Total Qty Items for Removal and Disposal from B127	Physical Delivery Address at 1040 Apollo Dr. JBSA Lackland, TX 78236
Heavy Duty Rated Twin Single, Bunkable Beds	400	400	388	400	1040 Apollo Dr. JBSA Lackland, TX 78236
Student Desk	400	400	353	399	1040 Apollo Dr. JBSA Lackland, TX 78236
Student Chairs	400	400	396	389	1040 Apollo Dr. JBSA Lackland, TX 78236
Nightstand 2-Drawer	400	400	371	392	1040 Apollo Dr. JBSA Lackland, TX 78236
Chest 5-Drawer	400	400	369	402	1040 Apollo Dr. JBSA Lackland, TX 78236

4. PROJECT PHASES & EXECUTION:

The Contractor shall coordinate directly with the Project Manager (PM) to execute the delivery, removal, installation, and disposal of all furnishings with minimal disruption to resident students. The Contractor shall execute the project sequentially, completing one floor at a time, beginning on the first floor, proceeding to the second, and concluding on the third. Contractor shall start with building 126 first.

To minimize operational impact, the Contractor shall complete the removal of legacy furniture and the installation of new furniture on a room-by-room basis. A room must be fully completed before the Contractor transitions to the next room, and all work within a room must occur only while the assigned students are physically away from the facility. The Contractor shall formally notify the PM upon the final completion of each respective floor.

5. SALIENT CHARACTERISTICS with estimated variances:

- **BUNKABLE TWIN BED:** Stackable with Wedge Lock Spring Units, without Fascia Rails. Headboard and footboard are to be wooden. Rails and frames are metal post, adjustable height bed with solid metal insert in post ends. A minimum standard of 16 gauge or better. Natural Oak color. Dimensions: Length: 85" x Width: 40" x Height: 36" with a + 1 (one) inch on dimensions variance acceptable; a decrease in variance is not acceptable.

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- **STUDENT DESK:** Single Wooden Pedestal Desk, High Pressure Laminate top with Four (4) Drawers; Dimensions: Width: 42" x Depth: 24" x Height: 30" with a +/- 1 (one) inch variance. One (1) pedestal containing two (2) box drawers and one (1) deep file drawer, plus one (1) shallow pencil drawer located in the knee space. High pressure laminate top with internally banded solid oak bullnose or similar edges, integrated finger pulls, oak veneer core plywood construction. Color: Natural Oak Finish.

- **STUDENT DESK CHAIR:** All desk chair components are solid oak with hardwood corner blocks in each corner and wood seat and solid back support with dimensions: Width: 18" x Depth: 18" x Height: 32" with a variance of +/- 1 (one) inch). Color: Natural Oak Finish.

- **TWO DRAWER NIGHTSTAND**: Two equal size Drawers; High Pressure Laminate Top only with internal Banded Solid Oak Bullnose Edges; integrated Finger Pulls and Oak Veneer Core Plywood Construction. Standard 3-sided finish with a Natural oak color. Dimensions: Width: 22" x Depth: 18" x Height: 23" with a +/- 1 (one) inch variance. Two equal size drawers with suspensions: ball bearing slides with positive stop drawer release (100 lbs); two per drawer ¾ extension.

- **FIVE DRAWER CHEST**: Five equal size Drawers; High Pressure Laminate Top only with internal Banded Solid Oak Bullnose Edges; integrated Finger Pulls and Oak Veneer Core Plywood Construction. Standard 3-sided finish with a Natural Oak color. Dimensions: Width: 32" x Depth: 24" x Height: 47" with a +/- 1 (one) inch variance. Five equal size drawers with suspensions: ball bearing slides with positive stop drawer release (100lbs); five per drawer ¾ extension.

PROJECT MANAGEMENT:
The contractor shall identify and provide a single Point of Contact (POC) to provide overall management, supervision and detailed communications throughout the term of this project. The POC will serve as a representative for the PM customer to ensure the successful delivery, installation, removal and disposal of furniture of furniture. All pertinent communications should be confirmed in writing.

The contractor shall provide the Government/Program Manager (PM) with a 15-day notification prior to delivery, and a 24-hour email and phone notification to the Government PM prior to the arrival of the truck at the installation:

The PM contact information will be provided at the time of award.

6. ADDITIONAL PROJECT INFORMATION:

- The Contractor shall install all materials and furnishings in strict accordance with commercial best practices and the manufacturer's written instructions. The Government may designate limited staging or storage space within the facility's parking lot. To utilize this space, the Contractor shall coordinate directly with the Project Manager (PM)

immediately upon contract award to secure approval and establish approved staging boundaries.

- While there are no concurrent projects scheduled in Buildings 126 and 127 during this period of performance, the Contractor shall continuously coordinate with the Government Representative prior to and during execution to identify and deconflict with any newly scheduled facility activities. The Contractor shall account for potential scheduling adjustments and incorporate flexibility into their delivery, installation, removal, and disposal planning.

- The Contractor shall provide all dumpsters and disposal containers necessary to manage debris generated under this contract. The Government will not provide refuse containers, material handling equipment, tools, or labor of any kind. All Contractor-provided dumpsters shall be placed outside the building perimeter at locations pre-approved by the Project Manager (PM). The Contractor shall monitor all dumpsters and ensure they are emptied prior to reaching capacity to prevent overflow, windblown debris, or safety hazards.

7. CONTRACTOR APPRAREL:

The contractor personnel shall wear an identifiable outer garment (company shirt) or badge which clearly identifies a contract employee. The badge shall contain the name of employee and the contractor's name and/or special company identifier.

8. QUALITY ASSURANCE:

The Government shall inspect all work performed by the contractor. The inspection shall be completed by the Government representative and reported to 502 CONS. Work performance will be deemed satisfactory and acceptable by the government in writing.

The contractor shall deliver all specified items and items should be new and not used or factory refurbished. If repair or replacement of damaged items is needed, the contractor shall repair or coordinate replacement of damaged, defective, or missing items. Any issues at the time of delivery/installation or transfer of items to the warehouse need to be brought to the attention of the Government Representative and the Contracting Officer immediately.

9. ACCEPTANCE/INSPECTION: The contractor shall manage ordering, shipment, delivery and installation of all new mattresses until final acceptance by the designated Government PMs. The Contractor and PM(s) shall verify and inspect all items to ensure that no damage has occurred to the mattresses during delivery and installation.

10. HOURS OF OPERATION AND FURNISHINGS MOVEMENTS:

The awarded contractor shall perform all work during the hours of 7:45 AM to 3:30 PM CST, Monday through Friday. Work outside of normal business hours shall be requested from and approved by the Contracting Officer. The awarded contractor is not required to perform work during federal holidays such as the following: (New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Christmas Day).

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11. GOVERNMENT PROPERTY & FACILITY WALK-THROUGHS:

Property Protection: The Contractor shall prevent damage and soiling to all Government property and facility infrastructure throughout the delivery, installation, and removal process. The Contractor shall provide and maintain heavy-duty protective measures—including floor runners, wall pads, door frame protectors, and furniture padding—along all transit pathways (including stairs, stairwells, hallways, door frames, thresholds, and corners). Protective materials shall be maintained in clean, functional condition throughout the contract. The Contractor shall not attach protective materials using damaging methods (e.g., bolting, gluing, or stapling). Authorized attachment methods are limited to free-standing supports, bracing, or non-marking adhesives.

Pre-Installation Inspection: Prior to commencing any physical work or delivery, the Contractor and the Government Representative shall jointly conduct a pre-installation walk-through of the entire pathway and facility. The Contractor shall document all pre-existing damages on an inspection checklist. This checklist must be signed and dated by both the Contractor and the Government Representative and submitted to the Government PM prior to the start of operations to establish the facility baseline.

Post-Phase Inspection and Liability: Upon completion of each project phase (floor), the Contractor and the Government Representative shall jointly conduct a post-installation walk-through to inspect the work areas and pathways. Any damage not documented on the pre-installation checklist shall be deemed the sole responsibility of the Contractor. The Contractor shall repair, restore, or replace any damaged Government property to its original condition at no additional cost to the Government.

12. WORK SITE:

Throughout the furnishing's movement process, the contractor shall collect all trash, debris, refuse, garbage, etc., which is generated, remove and properly dispose of all applicable materials from the work site. Trash and debris collection shall be coordinated by the contractor and disposed of off base. The contractor shall ensure required equipment is available for removal of debris, refuse, and garbage before and during the delivery of the dorm furniture.

13. WARRANTIES:

The Contractor shall provide the Government with all standard commercial and manufacturer warranties for the delivered furniture. At a minimum, the warranty period shall be no less than one (1) year, covering all defects in material, workmanship, and structural integrity. The warranty period shall commence strictly on the date of final Government inspection and acceptance, not the date of physical delivery or staging. The Contractor shall provide all written or digital warranty documentation to the Government Representative prior to final contract closeout.

14. INSTALLATION ACCESS:

The Contractor and all associated personnel shall meet minimum security requirements to gain access to Joint Base San Antonio (JBSA) Lackland Annex, Texas. The Contractor shall submit all required information for base access passes to the Government Representative no later than ten

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(10) calendar days prior to the required entry date. To secure installation access, the Contractor shall provide the following information for each employee: full legal name, date of birth, valid driver's license or state identification card number (including issuing state), and country of birth.

Personnel with a derogatory background history (e.g., criminal record, active warrants) may be denied entry to the military installation by Security Forces. Furthermore, pass processing for personnel without a valid U.S. Driver's License or U.S. State-issued ID card may require extended processing time. The Contractor shall account for these potential delays in their scheduling.

All Contractor personnel shall carry a valid, government-issued photographic identification card at all times. Personnel shall produce this identification upon request by Security Forces, the Government Representative, or as mandated by current Force Protection Conditions (FPCON) and local security directives. Additionally, all Contractor personnel shall wear an easily identifiable outer garment (such as a company-branded shirt, safety vest, or jacket) or a highly visible identification badge at all times while performing work on the installation. Identification badges or apparel shall clearly display the employee's first and last name, along with the Contractor's corporate name and/or logo.

15. SITE CLEAN-UP AND DISPOSAL:

The Contractor shall remove and dispose of all debris, packing materials, and rubbish resulting from this project off Government property. As established, the Government Representative (GR) will designate and pre-approve locations for any Contractor-provided dumpsters. All hauling and disposal operations shall strictly comply with all applicable Federal, State, and local environmental and disposal regulations. Site clean-up is a mandatory daily requirement; the Contractor shall ensure all work sites, staging areas, and transit pathways are thoroughly cleaned and free of hazards at the end of each working day prior to departing the installation.

END OF STATEMENT OF WORK

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