US Department of Agriculture (USDA)

Statement of Work

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Project

Reroofing of the Office and Break buildings at the Central Ferry Farm at 639 Hastings Hill Rd, Pomeroy WA , 99347

General Information

1.0 Scope of Work

Overall project will reroof the Office and Break buildings at the Central Ferry Farm. The goal is to have new roofs for both buildings. Objectives will include:

1. Remove old roof.
2. Inspect decking and fascia boards.
3. Install Architectural shingles and necessary additional infrastructure.
4. Replace roof jacks.
5. Create continuous ridge ventilation with ridge shingles for exhaust.

2.0 Background

The office and the break buildings at the Central Ferry Farm at 639 Hastings Hill Rd, Pomeroy WA , 99347 are necessary infrastructure to the farm in Central Ferry. The farm is in a very isolated place in Garfield county, WA, where the weather goes from very cold in the winter, with snow, ice, and windstorms; to very hot and dry in the summer. The break building is a space for people to warm up or cool down, and has bathrooms and showers, and a full kitchen, so people can rest, have lunch, and recuperate if they have overheated or shelter if a bad storm comes. There are no nearby buildings, commercial or otherwise, so it is needed for people working at the Central Ferry farm. The office building has the offices, first aid room, storage, more bathrooms, and a meeting room for people working at Central Ferry.

The roof on both buildings are over 30 years old, and are beginning to show wear that will quickly progress to leaks and damage, if not replaced soon. The local storms leave buildings with old roofs particularly susceptible to completely losing the roof, leading to the destruction of the building.

Contractor Requirements

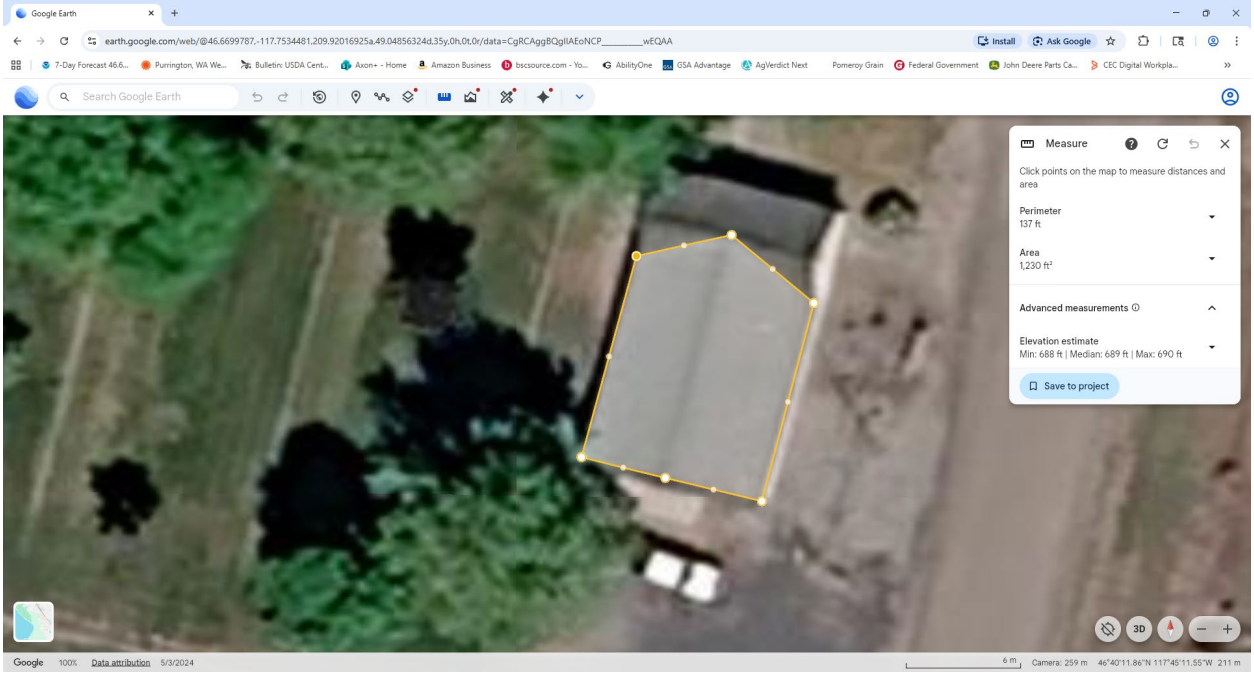
3.0 Technical Requirements / Tasks

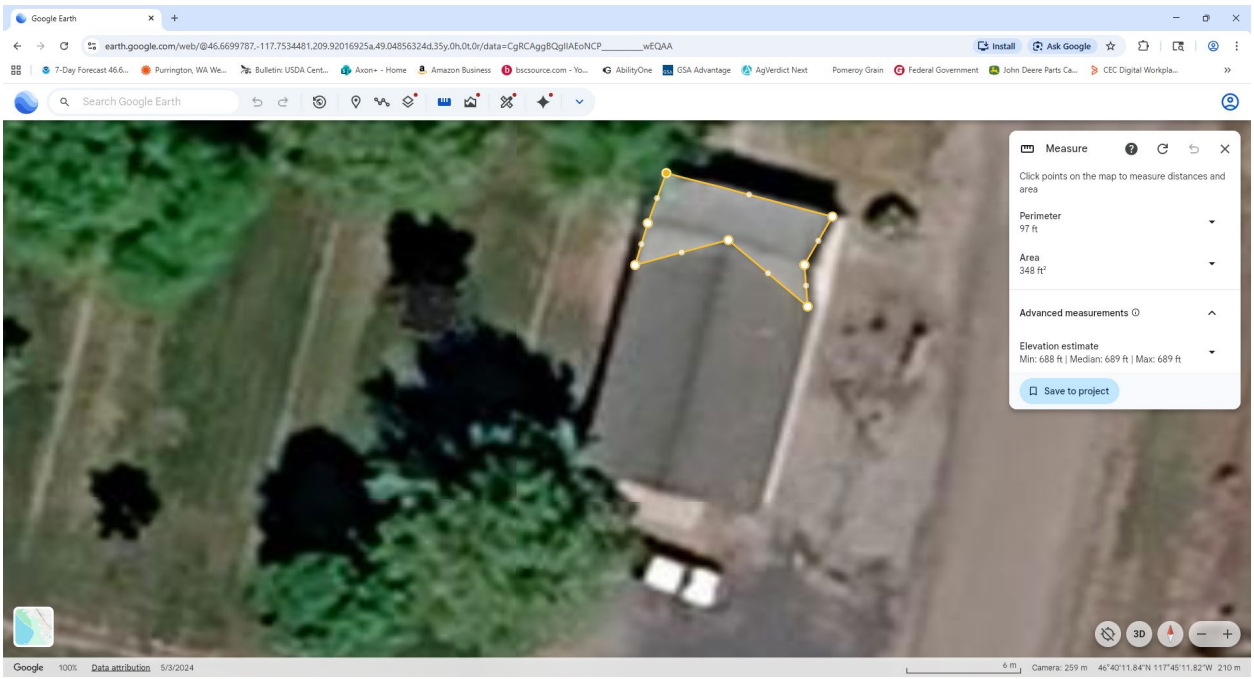
Tasks:
Tear off and disposal of roofing material; (up to 4 hours)
Inspection of decking and fascia boards; (up to 4 hours)
Install new Style D drip edge on all roof edges; (up to 8 hours)
Installation of Ice and water barrier; (up to 4 hours)
Installation of Titanium UDL 50 Synthetic Underlayment; (up to 8 hours)
Installation of Starter Strip on perimeter of building; (up to 4 hours)
Installation of Architectural shingles (style and color chosen by customer); (up to 8 hours)
replace roof jacks; (up to 4 hours)
Exhaust Ventilation: continuous ridge ventilation with ridge shingles. (up to 4 hours)

Roof dimensions: Office

1230 sqft
43ft long at the top and 36ft long at the eve
17 ft wide

348 sq ft
31 ft wide at the peak to the eve and





Roof dimensions: Break building
Total area: 1,454.94 ft² (135.17 m²)
Total distance: 153.22 ft (46.70 m)

- *Describe the requirements in a way that permits the contractor personnel to perform the service without direct government supervision. Contractor personnel must not be subject to the supervision and control usually prevailing between the government and its employees. For example, a SOW may permit the government to approve key personnel but must not permit the government to approve all personnel performing the service. The SOW should also not include words (e.g., "use methods directed by the Contracting Officer's Representative (COR)") that appear to indicate the government is managing day-to-day operations. Other items to consider:*
    - *Specify requirements clearly so all readers can understand the content.*
    - *Reference only the absolute minimum applicable specifications and standards needed.*
    - *Tailor specifications and other documents.*
    - *Separate general information from direction.*

The Contractor is responsible for visiting the site prior to submitting a bid to observe existing conditions. No compensation will be provided for conditions that would be visible during an on-site visit for persons experienced performing this type of work.

If damage occurs, contractor may be liable for repairs and/or replacement of items. Contractor will promptly notify and work with on-site USDA government designated employees to address any found potential conflicts and/or hazards regarding electrical wiring, gas and / air or water lines and wires and/or structural conflicts.

Pre permitting and post inspection will be obtained from a certified inspector; all work is to be compliant with state and federal regulations. Where governing regulations and imposed codes and standards require notices, permits, licenses, inspections, tests, and similar items or actions to lawfully proceed with the required work, the Contractor shall obtain items and take those actions in accordance with the regulations of the governing authority. The costs of such permits, licenses, inspections, etc., are the obligation of the Contractor.

Existing Installations / Demolition: Contractor shall modify existing installations as needed to accommodate the new installation. Contractor shall coordinate modification of existing installations with Owner. All disturbances of existing systems shall be thoroughly coordinated with the Owner to prevent disturbances that might jeopardize on-going operations and research. Owner reserves the right to retain any equipment / materials removed as part of the scope of work. Contractor shall coordinate any equipment / materials to be retained with Owner prior to starting demolition operations. Contractor shall legally dispose all any materials removed that will not be retained.

Installation: It shall be the responsibility of the Contractor to complete work in accordance with Federal, State, and Local Code Standards. Additional procedures and materials may be required than is indicated herein. If any item specified herein conflicts with the applicable codes and recommendations, the Contractor shall bring it to the attention of the Contracting Officer Representative for immediate resolution.

Submittals: Provide manufacturer's descriptive literature/shop drawings for all materials to the COR for review. The descriptive literature shall be annotated/ highlighted to show its conformance with contract requirements. Submittals are required for new materials and will be stamped and/or signed by the general contractor prior to submission to the Government. Contractor is responsible for any costs incurred for equipment ordered without prior approval.

Quality Control: The work performed under this contract shall be subject to continuous audit by the COR. Quality control is the exclusive responsibility of the Contractor.

Protection of Work and Property/Safety Requirements:

Contractor shall furnish a Site Specific Safety Plan (SSSP) or Accident Prevention Plan (APP) upon request,10 days after contract award. SSSP / APP shall be reviewed by the Government before construction work commences.

The Contractor shall protect the work, the site, and all existing property and structures within the limits of the construction activities or that may be affected thereby until acceptance of the work. Any damage to property shall be repaired at the Contractor's expense, to pre-damaged condition to the satisfaction of the COR.
Safety and health matters, as they relate to the work, are the exclusive responsibility of the Contractor. The Contractor shall furnish, erect, and maintain barricades, warning lights, signs, guards, or take other precautions as may be required by law or local authorities of the protection and security.

Contractor is responsible for verifying location of any underground utility and is responsible for any damaged caused to such utilities.

The Contractor will work with site personnel to ensure project is accomplished in a timely manner. Contractor's work shall adhere to the criteria stated within these project requirements, drawings, and specifications. All construction and services shall comply with applicable federal, state, and local code requirements as well as current industry standards, (i.e.: EPA, ASTM, GSA, AASHTO, etc.) and health and safety codes, in effect at the time of contract award. All work is to meet all pertinent Unified Facilities Guide Specifications (UFGS) and ARS 242.1M standards. UFGS available at http://www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs. ARS 242.1M available at https://www.afm.ars.usda.gov/ppweb/pps-and-manuals/.

Materials and Equipment:

The material and equipment to be furnished under these contract documents shall be the standard products of manufacturers regularly engaged in the production of such materials and equipment and shall be the manufacturer's latest standard design.
All materials and equipment to be incorporated in the work shall be handled and stored by the manufacturer, fabricator, supplies and Contractor before during and after shipment in a manner to prevent any injury, theft or damage of any kind to the materials and equipment. All materials and equipment furnished by the Contractor shall be subject to inspection and approval by the CO/COR.
Government will not furnish any labor or equipment to unload or move materials or supplies.

Cleanup: The construction site shall be kept clean and free of debris. Disposal of the old equipment is required. Restore areas disturbed as nearly as possible to the original appearance and condition. Upon completion of the project, and prior to final inspection, the Contractor shall remove from the premises all unused material, trash, and debris resulting from the work to the satisfaction of the COR.

Warranty:

Submit data concerning the standard one-year warranty for workmanship, including the warranty periods (dates), and warranty contacts with names, addresses and telephone numbers.
Extended Equipment/Product Warranties: Give the Contracting Officer all written warranties for equipment/products that have extended warranties (warranty periods exceeding the standard one-year warranty) furnished under the contract. The warranty period shall begin on the same date as project acceptance and shall continue for the full/product warranty period. The warranties shall be fully executed and delivered to the Contracting Officer prior to final acceptance of the facility.

Final Payment/Contract Closeout:
The following documents are REQUIRED PRIOR TO FINAL PAYMENT (other documents may also be required):

a. General contractors minimum one (1) year warranty on work.
b. Operation and Maintenance Data
c. Release of liens.
d. Final Invoice

4.0 Government Furnished

Water and power will be furnished by the government.

5.0 Deliverables / Schedule

All written deliverables shall be phrased in layperson language.

- *Where a written milestone deliverable is required draft format, indicate a completion time for review of the draft formatted deliverable, e.g. within ___ calendar days from date of receipt. The agency shall also indicate the number of business days the contractor has to deliver the final deliverable from date of receipt of the government's comments.*
- *To the maximum extent possible, state requirements in terms of (a) functions to be performed; (b) performance required; or (c) essential physical characteristics. Define in terms that encourage Offerors to supply commercial items, or, to the extent that commercial items suitable to meet the agency's need are not available, non-developmental items. Allow the contractor to devise and propose one or more solutions to satisfy the requirements.*
- ***Sample Text - Tasks and Associated Deliverables**: Timely submission of deliverables is essential to successful completing this requirement. Schedules for deliverables are specified in Exhibit B. All deliverables shall be prepared and submitted according to format, content, and schedule described in the SOW. All "hard copy" deliverables will be submitted on recycled content paper and printed double-sided.*
- ***Sample Text - Reporting Requirements**: The contractor is required to provide written progress reports {insert frequency, e.g. monthly} for the period {specify contract period or project duration}. The original and {specify number} copies are required. The progress report shall cover all work completed during the specified period and shall present the work to be accomplished during the subsequent period. This report shall also identify any problems that arose and a statement explaining how the problem was resolved. This report shall also identify any problems that have arisen but have not been completely resolved and provide an explanation.*

Key Deliverables

Item No.	Deliverable	Objective	Due
1	Proposed Project Plan	Defining the responsibilities, timeline, risks and milestones of contract objectives.	No later than five (5) business days after contract award
2	Weekly Status Report	Report documenting tasks & issues weekly (oral reporting is acceptable).	Daily by 3:00 PM EDST until the contract expires

6.0 Travel

Identify any travel requirements, locations involved, number of trips (if known), and duration of anticipated travel. Specify responsibility for travel reimbursement, e.g., the contractor or the Government. If the travel will be reimbursed by the Government, discuss the method of reimbursement, e.g., in accordance with Federal/agency travel regulations. State the Government official authorized to approve contractor travel, e.g., the Contracting Officer or Contracting Officer Representative.
Insert Travel Here

N/A; no travel reimbursement offered by the government.

7.0 Contractor's Key Personnel

Describe positions which are considered key to successful performance of the contract and the information required to support key personnel qualifications, e.g., experience which correlates to SOW requirements, education, and past performance on similar projects. Specify if resumes are required and provide resume format if appropriate.

Insert Contractor's Key Personnel Here

Experience resume
Associated occupational training
Associated Certifications

8.0 Security Requirements

Specify security requirements that apply to the contract performance. Specify the level of clearances required and identify positions that are applicable.

Insert Security Requirements Here

No security clearances needed.

9.0 Data Rights

If data is to be produced, furnished, acquired, or used in meeting contract requirements, delineate the respective rights and obligations of the government and the contractor regarding the use, production, and disclosure of that data.

Insert Data Rights Here

No data will be generated by this work.

10.0 Section 508 – Electronic and Information Technology Standards

When information technology is to be acquired, include language describing Section 508 requirements.

Insert Section 508 Here

No information technology is to be acquired for this work.

Attachment

If applicable, include an Attachment stating Evaluation Factors and significant Subfactors representing the key areas of importance and emphasis to be considered in the source selection decision.