STATEMENT OF WORK FOR
PREVENTIVE MAINTENANCE SERVICE CONTRACT

Anti-Ram & Anti-Climb Barriers

United States Embassy
VIENNA

PMSC 2026- 2031

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1. DESCRIPTION

The American Embassy VIENNA requires preventive maintenance services for the Anti-Ram Barriers. These services shall result in all systems being serviced under this agreement being in good operational condition when activated. If this work is to be performed on systems accessing the PCC/CAA areas of the building. Please see section 6.2.3 for security requirements.

1.1. Type of Contract

This is a firm fixed price contract payable entirely in Euro Prices for all Contract line-Item Numbers (CLIN) shall include proper disposal of toxic substances as per Item 8.4 where applicable. No additional sums will be payable for any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required. The contract price will not be adjusted due to fluctuations in currency exchange rates.

1.2. Period of Performance

The contract will be for a period of one-year, with a maximum of four one-year optional periods of performance and will be expected to commence no later than 08/01/2026.

2. PRICING

The rates below include all costs associated with providing preventive maintenance services in accordance with the attached scope of work, and the manufacturer's warranty including materials, labor, insurance (see FAR 52.228-4 and 52.228-5), overhead, profit and GST (if applicable).

2.1. Base Year. The Contractor shall provide the services shown below for the base period of the contract and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service (€)	Total per year (€)
001	Delta barriers hydraulic	2		4		
002	Wedge barriers hydraulic (3pieces)	1		4		
003	Net Base Year					
004	20% VAT					
	Total Base Year					

2.2. Option Year 1. The Contractor shall provide the services shown below for Option Year 1 of the contract and continuing for a period of 12 months.)

CLIN	Description	Quantity of Equipment	Type of services	No. of servic e	Unit price / service (€)	Total per year (€)
101	Delta barriers hydraulic	2		4		
102	Wedge barriers hydraulic (3pieces)	1		4		
103	Net Option Year 1					
104	20% VAT					
	Total Option Year 1					

2.3. Option Year 2. The Contractor shall provide the services shown below for Option Year 2 of the contract and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service (€)	Total per year (€)
201	Delta barriers hydraulic	2		4		
202	Wedge barriers hydraulic (3pieces)	1		4		
203	Net Option Year 2					
204	20% VAT					
	Total Option Year 2					

2.4. Option Year 3. The Contractor shall provide the services shown below for Option Year 3 of the contract---------- and continuing for a period of 12 months

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service (€)	Total per year (€)
301	Delta barriers hydraulic	2		4		
302	Wedge barriers hydraulic (3pieces)	1		4		
303	Net Option Year 3					
304	20% VAT					
	Total Option Year 3					

2.5. Option Year 4. The Contractor shall provide the services shown below for Option Year 4 of the contract and continuing for a period of 12 months

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service (€)	Total per year (€)
401	Delta barriers hydraulic	2		4		
402	Wedge barriers hydraulic (3pieces)	1		4		
403	Net Option Year 4					
404	20% VAT					
	Total Option Year 4					

2.6. Total for all years:

	Total net in €	VAT 20%	Total gross in €
Base Year			
Option Year 1			
Option Year 2			
Option Year 3			
Option Year 4			
GRAND TOTAL			

2.7 Repair option. Repairs are **NOT** included under this agreement (see 7.1.3) and are to be done outside this contract. However, the Government desires current labor rates in the event that there is an issue discovered during the preventive maintenance of the specified equipment. Please provide your current labor rates in the Repair Option fields below. As stated in 7.1.3 any necessary repairs or parts will be submitted for approval and then billed against a separate PO. The Contractor is not approved to do any additional work without specific authorization from the Contracting Officer.

Repair Labor Rates	
Base Year	€/hr
Option Year 1	€/hr
Option Year 2	€/hr
Option Year 3	€/hr
Option Year 4	€/hr

3. NOTICE TO PROCEED

After Contract award and submission of acceptable insurance certificates and copies of all applicable licenses and permits, the Contracting Officer will issue a Notice to Proceed. The Notice to Proceed will establish a date (a minimum of ten (10) days from date of Contract award unless the Contractor agrees to an earlier date) on which performance shall start**.**

4. EQUIPMENT AND PERFORMANCE REQUIREMENTS

4.1. The Embassy Vienna requires the Contractor to maintain the following equipment in a safe, reliable and efficient operating condition. Please see equipment list included in Exhibit D for a more detailed description.

4.2. The Contractor shall provide all necessary managerial, administrative and direct labor personnel, as well as all transportation, equipment, tools, supplies and materials required to perform inspection, maintenance, and component replacement as required to maintain the systems in accordance with this work statement. Under this Contract the Contractor shall provide:

- The services of trained and qualified technicians to inspect, adjust, and perform scheduled preventive maintenance.

4.3. Performance Standards

The fuel management system shall be clean and in good operating condition upon completion of the service. The preventive maintenance service shall result in the parts of the system serviced being in a condition to operate efficiently and effectively.

5. HOURS OF PERFORMANCE

5.1. The Contractor shall maintain work schedules. The schedules shall take into consideration the hours that the staff can effectively perform their services without placing a burden on the security personnel of the Post. The Contractor shall deliver standard services between the hours of 8:00AM and 4:30 PM Monday through Friday. No work shall be performed on US Government and local holidays. Below is a list of the holidays.

Date	Holiday	US/Local
Jan 01	New Year's Day	Am
Jan 16	Birthday of Martin Luther King, Jr.	Am
Feb 18	President's Day	Am
May 27	Memorial Day	Am
Jul 04	Independence Day	Am
Sep 02	Labor Day	Am
Oct 14	Columbus Day	Am
Nov 11	Veterans Day	Am
Nov 28	Thanksgiving Day	Am
Dec 25	Christmas	Am

6. ACCESS TO GOVERNMENT BUILDINGS AND STANDARDS OF CONDUCT

6.1 General. The Contractor shall designate a representative who shall supervise the Contractor's technicians and be the Contractor's liaison with the American Embassy VIENNA. The Contractor's employees shall be on-site only for contractual duties and not for any other business or purpose. Contractor employees will be given access to the equipment and equipment areas and will be escorted by Embassy personnel.

6.2 Personnel Security. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual. The Contractor shall provide the names, biographic data and police clearance on all Contractor personnel who to be used on this Contract prior to their utilization. Submission of information shall be made within 30 days of award of contract. **No technician will be allowed on site without prior authorization. Note: this may include cleared personnel if advance notice of visit is not given at least one week before the scheduled visit.**

6.2.1 Vehicles. Contractor vehicles will not be permitted inside the embassy compound without prior approval. If vehicle access is necessary, submit contractor vehicle information (Make, Model, License Plate #) along with a written justification as to why access is necessary. This shall be submitted to the Facility Manager at least one (1) week prior to the visit.

6.2.2 Government shall issue identity cards to Contractor personnel, after they are approved. Contractor personnel shall display identity card(s) on the uniform at all times while providing services under this contract. These identity cards are the property of the US Government. The

Contractor is responsible for their return at the end of the contract, when an employee leaves Contractor service, or at the **request** of the Government. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual.
Government shall issue identity cards to Contractor personnel, after they are approved. Contractor personnel shall display identity card(s) on the uniform at all times while providing services under this contract. These identity cards are the property of the US Government. The Contractor is responsible for their return at the end of the contract, when an employee leaves Contractor service, or at the request of the Government. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual.

6. 3 Security Clearances. All Work under this contractor that are designated as non-CAA areas may be performed by un-cleared American or local workers. However, all work done in CAA and PCC areas shall be performed by cleared American Construction personnel as needed to complete the services. The Contractor shall work closely with the COR, the Post Facility Manager [FM] or the General Services Officer [GSO].

6. 3 Security Clearances. All Work locations under this contractor that are designated as non-CAA areas may be performed by un-cleared American or local workers. However, all work done in CAA and PCC areas shall be performed by cleared American Construction personnel as needed to complete the services. The Contractor shall work closely with the COR, the Post Facility Manager (FM) or the General Services Officer (GSO).

6.4 Standards of Conduct

6.4.1 General. The Contractor shall maintain satisfactory standards of employee competency, conduct, cleanliness, appearance, and integrity and shall be responsible for taking such disciplinary action with respect to employees as may be necessary. Each Contractor employee shall adhere to standards of conduct that reflect credit on themselves, their employer, and the United States Government. The Government reserves the right to direct the Contractor to remove an employee from the worksite for failure to comply with the standards of conduct. The Contractor shall immediately replace such an employee to maintain continuity of services at no additional cost to the Government.

6.4.3 Neglect of Duties. Neglect of duties is unacceptable. This includes sleeping while on duty, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours and refusing to render assistance or cooperate in upholding the integrity of the worksite security.

6.4.4 Disorderly Conduct. The Contractor shall not condone disorderly conduct, use of abusive or offensive language, quarreling, and intimidation by words, actions, or fighting. Also included is participation in disruptive activities that interfere with normal and efficient Government operations.

6.4.5 Intoxicants and Narcotics. The Contractor shall not allow its employees while on duty to possess, sell, consume, or be under the influence of intoxicants, drugs or substances which produce similar effects.

6.4.6 Criminal Actions. Contractor employees may be subject to criminal actions as allowed by law in certain circumstances. These circumstances include but are not limited to the following actions: falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records; unauthorized use of Government property, theft, vandalism, or immoral conduct; unethical or improper use of official authority or credentials; security violations; organizing or participating in gambling in any form; and misuse of weapons.

6.4.7 Key Control. The Contractor **will not** be issued any keys. The keys will be checked out by a "Cleared American" escort on the day of service requirements.

6.4.8 Notice to the Government of Labor Disputes. The Contractor shall inform the COR of any actual or potential labor dispute that is delaying or threatening to delay the timely performance of this contract.

7. SCHEDULED PREVENTIVE MAINTENANCE

7.1. General

7.1.1. The Contractor shall perform preventive maintenance as outlined in Exhibit A - STATEMENT OF WORK. The objective of scheduled preventive maintenance is to eliminate system malfunction, breakdown and deterioration when units are activated/running.

7.1.2. The Contractor shall inventory, supply and replace expendable parts (e.g., filters, cables, bolts, gaskets, etc.) that have become worn due to wear and tear. The Contractor shall maintain a supply of expendable and common parts on site so that these are readily available for normal maintenance to include: hoses, belts, oil, chemicals, filters (Air, Fuel, Oil), grease, sealant; in addition to the appropriate tools, testing equipment, safety shoes and apparel for technicians, personal protective equipment (hands, hearing, eye protection), MSDS, cleaning material and oil spill containment kits. The contractor shall inventory the supply after each visit and order replacement supplies and have them delivered on site. Maintenance materials shall be unused and are to be industry standard and intended for the task to be performed. Parts shall be OEM approved.

7.1.3. Exclusion. This contract does NOT include repair of equipment and replacement of hardware (e.g. bearings, pistons, piston rings, crankshaft, gears.) **Hardware replacements will be separately priced out by the Contractor for the Government's approval and acceptance.** The Government has the option to accept or reject the Contractor's quote for parts and reserves the right to obtain similar spare parts from other competitive sources. If required by the Government, the Contractor shall utilize Government-purchased spare parts, if awarded the work. Such repairs/replacements will be accomplished by a separate purchase order. However, this exclusion does not apply if the repair is to correct damage caused by Contractor negligence.

7.1.4. Replacement/repair of any electronic or electrical parts shall be approved by the COR prior to installation of the part. If the Contractor proceeds to replace any electronic or electrical

parts without COR approval, the Contractor shall de-install the parts at no cost to the Government.

7.1.5. Stocking of recommended repair parts is at the discretion of the Facility Manager and is dependent upon the nearest location of the Equipment manufacturer, distributor or dealer. A recommended spare parts list shall be obtained by the contractor from the manufacturer or distributor and provided to the Facility Manager to procure.

7.1.6. Parts/materials/tools procurement and delivery for the CAA/PCC areas shall be at the discretion of the Regional Security Officer (RSO).

7.2 Checklist Approval. The Contractor shall submit to the COR a schedule and description of preventive maintenance tasks which the Contractor plans to perform. The Contractor shall prepare this schedule and task description in a checklist format for the COR's approval prior to contract work commencement.

7.2.1. The Contractor shall provide trained technicians to perform the service at frequencies stated in Exhibit A and on the equipment called out in this SOW.

7.2.2. It is the responsibility of the Contractor to perform all manufacturers recommended preventive maintenance including preventive maintenance recommended by the manufacturers' technical manuals for the respective equipment.

7.2.3 Additionally, the maintenance contractor shall obtain and keep at the post O&M binders provided by the manufacturers. These binders shall be placed in a location accessible to post personnel to review as needed.

8. PERSONNEL, TOOLS, CONSUMABLE MATERIALS AND SUPPLIES

The Contractor shall provide trained technicians with the appropriate tools and testing equipment for scheduled maintenance, safety inspection, and safety testing as required by this Contract. The Contractor shall provide all of the necessary materials and supplies to maintain, service, inspect and test all the systems to be maintained.

8.1 Contractor furnished materials include but are not limited to appropriate tools, testing equipment, safety shoes and apparel for technicians, hands, hearing and eye protection, MSDS, cleaning material and oil spill containment kit. Expendable/consumable items (e.g. hoses, belts, oil, chemicals, coolant, filters (Air, Fuel, Oil), bolts, grease, sealant, thermostat, fuse), shall be maintained in the onsite inventory. See 7.1.2.

8.2 Repairs are not included in this contract. See 7.1.3. Exclusions.

8.3 Disposal of used oil, fuel, battery and other toxic substances. The Contractor is responsible for proper disposal of toxic/hazardous substances. All material shall be disposed of according to Government and Local law. After proper disposal the contractor must show proof of authorized disposal of these toxic/hazardous substances.

9. SOFTWARE, LICENSES AND PASSWORDS

Copies of any and all software and licenses needed to control or to adjust the communications module shall be given to the post upon completion of the work.

10. DELIVERABLES

Provide a typewritten report to Post Facilities Manager containing following:

a) System information (make, model, all devices types)
b) Pass/Fail of each feature and type of component tested. If a device fails, note device type, address and location within Post
c) Any comments on system (or device) condition pertaining to service life and dependability.
d) Full printout of test from system printer
e) Testing of exhaust gas by Gas Analyzer

The following items shall be delivered under this contract:

Description	QTY	Delivery Date	Deliver to
Names, biographic data, police clearance on Contractor personnel (#6.2)	1	30 days after contract award	COR
Certificate of Insurance (#11.2)	1	30 days after contract award	CO
PM Checklist signed by Contractor's employee (#7.2.1)	1	After completion of each maintenance service	COR
Invoice (#15)	1	After completion of each maintenance service	COR

11. INSURANCE REQUIREMENTS

11.1 Personal Injury, Property Loss or Damage (Liability). The Contractor assumes absolute responsibility and liability for any and all personal injuries or death and property damage or losses suffered due to negligence of the Contractor's personnel in the performance of this Contract.

The Contractor's assumption of absolute liability is independent of any insurance policies.

11.2 Insurance. The Contractor, at its own expense, shall provide and maintain during the entire period of performance of this Contract, whatever insurance is legally necessary. The **Contractor shall carry the following minimum insurance:**

<u>Public Liability Insurance</u>

Property damage: € 350,000
Cumulative: € 500,000

Workers' Compensation and Employer's Liability

11.3 Worker's Compensation Insurance. The Contractor agrees to provide all employees with worker's compensation benefits as required under local laws (see FAR 52.228-4 "Worker's Compensation and War-Hazard Insurance Overseas").

12. LOCAL LAW REGISTRATION

If the local law or decree requires that one or both parties to the contract register the contract with the designated authorities to ensure compliance with this law or decree, the entire burden of this registration shall rest upon the Contractor. Any local or other taxes which may be assessed against the Contract shall be payable by the Contractor without Government reimbursement.

13. QUALITY ASSURANCE PLAN (QAP).

13.1 Plan. This plan is designed to provide an effective surveillance method to promote effective Contractor performance. The QAP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the Contract. The role of the Government is to conduct quality assurance to ensure that Contract standards are achieved.

Performance Objective	SOW Para	Performance Threshold
Services. Performs all services set forth in the Statement of Work (SOW)	1 thru 12 & Exhibit A	All required services are performed and no more than one (1) customer complaint is received per month

13.2 Surveillance. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.

13.3 Standard. The performance standard is that the Government receives no more than one (1) customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212-4, Contract Terms and Conditions-Commercial Items), if any of the services exceed the standard.

13.4. Procedures.

13.4.1 If any Government personnel observe unacceptable services, either incomplete work or required services not being performed, they will immediately contact the COR.

13.4.2 The COR will complete appropriate documentation to record the complaint.

13.4.3 If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.

13.4.4 If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.

13.4.5 The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

13.4.6 If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor shall notify the COR. The COR will review the matter to determine the validity of the complaint.
13.4.7 The COR will consider complaints as resolved unless notified otherwise by the complainant.

13.4.8. Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection clause.

14. TRANSITIONS/CONTACTS

Within 14 days after contract award, the Contracting Officer may ask the contractor to develop a plan for preparing the contractor to assume all responsibilities for preventive maintenance services. The plan shall establish the projected period for completion of all clearances of contractor personnel, and the projected start date for performance of all services required under this contract. The plan shall assign priority to the selection of all supervisors to be used under the contract.

14.1 On site contact. The following are the designated contact personnel between the US Embassy and the Contractor

Senior Facility Manager: Michael BETTS, +43 1 31339 6700
Facility Engineer / COR: Erwin SAURER, +43 1 31339 6706

15. SUBMISSION OF INVOICES

The Contractor shall submit an invoice after each preventive maintenance service has been performed. Invoices must be accompanied by a signed copy of the Maintenance Checklist for the work performed including parts replacement and break down calls, if any. No invoice for preventive maintenance services will be considered for payment unless accompanied by the relevant documentation.

The Contractor should expect payment 30 days after completion of service or 30 days after receipt of invoice at the Embassy's payment office, whichever is later. Invoices shall be sent electronically to: VNNFinanceIntake@state.gov

Exhibit A -- STATEMENT OF WORK

Anti-Ram & Anti- Climb Barriers

I. GENERAL INFORMATION:

The United States Embassy in VIENNA requires professional services and contractor cost proposals to perform preventive maintenance services of the facility's anti-ram barriers.

II. PROJECT REQUIREMENTS:

The Contractor shall perform preventive maintenance as described in this STATEMENT OF WORK. The objective of scheduled preventive maintenance is to eliminate system malfunction, breakdown and deterioration.

DESCRIPTION OF EQUIPMENT *:

**Please see attachment at the end of this sheet for more details*

III. GENERAL REQUIREMENTS:

The contractor shall provide the labor and materials required to carry out all preventive maintenance as outlined in this SOW. Embassy staff have service manuals for the anti-ram barriers. The contractor shall confirm on-site manuals are complete and current and provide the Contracting Officer's Representative (COR) a listing of any missing or out of date manuals. The technician shall sign off on every task specified in the Statement of Work and will provide a typewritten copy of their report to the COR or the COR's designate within five business days of each maintenance visit.

IV. SCOPE OF WORK - - ANTI-RAM BARRIERS PREVENTIVE MAINTENANCE

The contractor shall provide all materials, supervision, labor, tools, and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use appropriate safety protection while work is performed. Any questions or injuries **shall** be brought to the attention of the Post COR and Occupation Safety and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

The systems and components to be maintained include barriers, traffic signals, junction boxes, control circuitry, hydraulic power unit, electro-mechanical control systems, hydraulic pump enclosure and housing. The attached equipment list provides details.

1. The contractor shall provide the COR with a list of necessary parts and materials.
2. hose, oil, fluids, filters and preventive maintenance parts shall be provided at the expense of the U.S. Govt.
    a. Only fluids which meet or exceed manufacturer's specifications shall be used.
    b. All fluids shall be delivered in original sealed containers.

If any discrepancies are found with the anti-ram barriers that are not covered under this scope of work, the contractor shall provide the following:

1. Detailed report noting the discrepancy found.
2. Bill of Materials (BOM) to include component name, quantity, part #, and price for any repair material required and material lead time.
3. Price quote for repair labor.

SAFETY & SPECIAL INSTRUCTIONS:

1. Use appropriate personal protective equipment (PPE) when performing work
2. Check all work areas, tools, and equipment to ensure unsafe conditions are eliminated or guarded against.
3. Follow site safety procedures.
4. Schedule maintenance with operating personnel and affected offices (security).
5. Block traffic and set up alternate security measures.
6. Follow approved lockout/tag out procedures.
7. Report equipment damage and deficiencies.
8. Secure the barrier in position. Make sure the barrier arm cannot be agitated manually.
9. Review and follow the manufacturer's instructions.
10. Record results in the equipment history log.
11. Remove lockout/tag out in accordance with appropriate procedures.
12. Report all incidents and near miss incidents to COR and assist as requested in the investigation and corrective action.
13. Use extreme caution around moving gates and barriers.

At all times observe good safety practices when working on either the electrical or mechanical system. Particular attention should be paid to the danger of working on the Barrier when the power is on. Barriers are powerful hydraulic presses that can easily crush anything in their way. Keep hands free of the mechanism when the power is on or the HPU is up to pressure. Turn off the electric power and bleed the hydraulic pressure down to zero before working on any part of the system. Traffic should be controlled around the Barrier during any work so that vehicular accidents do not occur if the Barrier should happen to rise. After work is complete, do not allow traffic over the Barrier until all control and safety functions have been verified to be properly working.

At a minimum, the following work shall be completed:

Notes:

- Contractor shall submit to the COR for review, work sheet/checklist that will be used for performing maintenance service.
- A discrepancy report shall be submitted to the COR immediately upon discovery of any condition that could result in equipment failure.

MAINTENANCE PROCEDURES

The purpose of this Statement of Work is to ensure the anti-ram barriers for this facility are maintained according to manufacturer's recommendations to ensure the readiness and proper operation.

Note: Block traffic during maintenance to prevent accidents- SAFETY FIRST!!!!!!

Barriers

Monthly:

- Shut system off and drop system pressure to zero.
- Replace the oil filter (if applicable) following manufacturer recommendations.
- Check the accumulator pressure while the system is at zero pressure using a manufacturer recommended charging kit or equal.
- Confirm that the barrier/bollard operates smoothly during the raise and lower cycle. Adjust speeds as desired.
- Verify that the barrier does not hit with excessive force when it contacts its full-open or full-closed positions.
- Remove barrier/bollard top plates and check for debris build up in the bottom of the foundation. Check for indications of oil leaks around the cylinders and barrier/bollard fittings. Tighten fittings and clean debris as necessary.
- Check the tightness of all screws. Tighten as necessary. Reapply anti-seize compound if bolts have been removed. Torque bolts to manufacturers specifications. Check for sand and debris about the bearings and shafts and clean if necessary. Inspect and lubricate all bearings and pins. Graphite/fiberglass bearings should be inspected for any damage and replace as necessary. Reinstall top plates; check all top plate bolts for tightness.
- Check all cylinder pins and bushings, apply a light even coating of grease.
- Visually inspect the operation and electrical contacts. Check for moisture and rust on connections.
- Tighten electrical contacts if required.
- Check the operation of the barrier/bollard heaters if so equipped.
- Check all control functions for complete operations of all features.
- If applicable, check traffic lights and replace any burned bulbs or LEDs.
- Check safety devices and alarms for proper operation and report any anomalies.
- Turn off pump/ motor power, bleed system pressure to zero and add clean, filtered oil to the top of the site glass.

- Clean dust and debris from around HPU tank and hydraulic lines. Wipe up any spilled oil.
- Turn power on and bring system back to operation.
- Confirm safety signs are still attached, not damaged and legible. Replace or repair as necessary.
- Update the maintenance log as necessary.

Complete the monthly service procedures in addition to the ones below

Yearly:

- Drain the oil from the reservoir and flush with minerals spirits or clean oil. After wiping down the tank sides and bottom to assure that no contamination remains, replace with clean filtered oil.
- Remove barrier/bollard top plates/cap and road plates, check that the hydraulic cylinders are not leaking internally. Replace cylinder seals or cylinder as necessary.
- Check cylinder clevis pins for wear, replace as necessary.
- Examine the foundation for debris buildup, check drain lines and sump wells for drainage. Clean debris.
- Tighten or replace any loose top plate bolts. Drill and tap to next size or use inserts if threads are stripped.
- Check condition of the barrier/bollard paint surface. Prepare, prime, and touch up areas where the paint has been chipped or worn away. Apply new reflective tape as necessary.
- Check hydraulic interconnect lines for kinks, contact wear or bulging. Replace or protect hoses as required.
- Thoroughly clean the HPU, removing dust and spilled oil. Remove any rust build up on components. Touch up paint where necessary.
- Test motor starter overloads by pressing the test button. Replace if necessary or press reset. Ensure auto/manual switch is in the correct position.
- Check the pressure relief valve by depressing the starter armature and allowing unit to run to the recommended relief pressure. Adjust as necessary.
- Confirm safety signs are still attached, not damaged and legible. Replace or repair as necessary.
- Update the maintenance log as necessary.

Exhibit B -- Equipment List

Equipment List: (list pumps, tanks, and other related equipment to be serviced or maintained)

Equipment	Manufacturer	Model	Barrier Type	Serial Number	Specifications	Location
2x Delta barrier	Delta	TT207S/FM	Hydraulic	3537 & 3538		Chancery
1x Wedge barrier (3-piece set)	Delta	DSC 2000	Hydraulic		DSC Series Phalanx	Chancery

END OF STATEMENT OF WORK