Statement of Work (SOW)
Generator Maintenance & Emergency Repair Service for the United States Forest Service (USFS)
Federal Aviation Administration (FAA)

1.0 Background

The Federal Aviation Administration (FAA) provides technical and operational support to the United States Forest Service (USFS) facilities. To continue to support the reliability of these facilities, the FAA is coordinating generator maintenance and repair services on the behalf of the USFS. These generators provide backup power to communications equipment and other mission-essential systems that support public safety, wildfire management, emergency response, and agency operations. Routine preventative maintenance, corrective maintenance, and emergency repair services are necessary to ensure generators remain operational and capable of providing reliable standby power during utility outages and other emergency situations.

2.0 Purpose

The purpose of this effort is to provide preventative maintenance, inspection, testing, emergency repair, and other related support services for the generators located at USFS facilities throughout the United States.

3.0 Scope of Work

Preventive Maintenance (PM):

Contractor will be required to perform Preventative Maintenance (PM) services for all covered generators. Contractor must supply all transportation, labor, tools, equipment, and materials required to perform PM services. Contractor will be required to document all maintenance activities, generator run time hours, findings, and test results in a digital written service report submitted to the FAA following each service visit. Any PM service requiring major equipment replacement or work beyond the authorized scope will need approval from the Contracting Office Representative (COR) prior to start of PM actions or repairs. Contractor will be required to remove and dispose of contractor's waste,

debris, and any unnecessary parts/supplies/materials at the completion of work, per state and federal (including Environmental Protection Agency) regulations. PM services must be planned, scheduled in advance and coordinated with the contractor and the FAA. PM actions/services may include but are not limited to:

- Inspect engine for leaks, wear, and proper operation
- Check engine oil level and condition
- Inspect and service oil filters as required
- Inspect fuel system and check for leaks
- Verify fuel levels and quality
- Inspect cooling system and coolant levels
- Testing coolant condition and freeze protection
- Inspect exhaust systems
- Replacement of batteries, clean and tighten battery connections
- Verify proper operation of starting system
- Inspect electrical wiring, grounding, and connections
- Test control system (panels, alarms, safety shutdowns)
- Inspect and test Automatic Transfer Switches (ATS)
- Review controller diagnostics and fault history
- Record operating hours and performance data
- Identify deficiencies and recommend corrective actions
- Maintaining Original Equipment Manufacturer (OEM) certification/training
- Maintenance of advanced oil management system
- Maintenance of additional equipment installed on the generator

<u>Corrective Maintenance (CM):</u>

Contractor will be required to perform Corrective Maintenance (CM) services for all covered generators. Contractor must supply all transportation, labor, tools, equipment, and materials required to perform CM services. Contractor will be required to document all deficiencies, repairs performed, and recommendations for additional work. Any CM service requiring major equipment replacement or work beyond the authorized scope will need approval from Contracting Office Representative (COR) prior to start of CM actions or repairs. Contractor will be required to remove and dispose of contractor's waste, debris, and any unnecessary parts/supplies/materials at the completion of work, per

state and federal (including Environmental Protection Agency) regulations. CM services must be planned, scheduled in advance and coordinated with the contractor and the FAA. CM actions/services may include but are not limited to:

- Diagnostic troubleshooting
- Mechanical/Electrical repairs
- Control system repairs
- Fuel system repairs
- Cooling system repairs
- Starting system repairs
- Transfer system repairs
- Replacement of failed components
- Maintaining Original Equipment Manufacturer (OEM) certification/training
- Maintenance of advanced oil management system
- Maintenance of additional equipment installed on the generator

Emergency/Urgent Repairs:

The contractor will be required to provide emergency repair services for all covered generators throughout the agreement period. The contractor shall respond to emergency service requests within twenty-four (24) hours of notification and approval by the FAA. The contractor is to notify the FAA for approval of any deficiencies that may require replacement or additional corrective actions outside the scope of performing routine maintenance and repair.

4.0 Work Schedule

The generator maintenance and repair schedule will be conducted on a one-year reoccurring basis. Corrective and Preventative Maintenance services will be conducted Monday- Friday during normal business hours, with on-call emergency maintenance services available 24/7 to include weekends and holidays.

5.0 Deliverables

5.1 The contractor shall provide a digital written report in editable format for the PM, CM, and emergency/urgent repairs for each generator serviced, within five (5) days of the work completed. Report must include the following:

- Site Name & Location
- Date of Service
- Equipment Identification
- Maintenance performed
- Inspection Findings
- Operational test results
- Deficiencies notes
- Corrective actions taken
- Recommendations for future repairs or replacements
- Photographs when requested by the FAA

5.2 Daily Activity Reports (DAR) that addresses all maintenance, travel, and support service activities completed during the day. A copy of all daily activity reports and travel receipts applicable to the invoiced performance periods will also be provided as supporting data with invoices.

6.0 Inspection, Compliance and Acceptance

6.1 Upon the Contractor's inspection of the unit(s) the COR shall obtain acceptance of the emergency/urgent service to ensure compliance with the contract.

6.2 The COR has the option to periodically inspect any service and/or visit the contractor facility to ensure compliance with the terms of the contract.

7.0 Other Direct Costs

The contractor will provide, through mutual agreement from FAA CO, Over and Above Services as required to support the listed equipment throughout the period of performance. The Government will provide funding as required.

8.0 Locations

Locations for this effort are attached, reference Attachment A – USFS Generator Site Locations.