

Statement of Work (SOW)
Loading Dock Leveler and Concrete repair

C.A.O 6/14/2017

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Vision Statement

To repair/replace the broken concrete on the ramp areas of the loading dock. Install a new dock leveler in the loading dock area.

1.0 Scope

The loading dock area at the St Petersburg VA Regional office is in need of concrete repair work on the ramp area as well as around the existing leveler. Many areas have cracks that need to be cleaned of debris and injected with epoxy to repair. Remove and replace the damaged sections on the ramp and surrounding areas. A fully functioning secondary leveler is required to be installed to the right of the existing one to allow for simultaneous loading and unloading of two trucks. There are 16 cement filled steel 8" round bollards in various places that are showing signs of rust at the bottom. The bollards shall be restored in accordance with the statement of work. **A notice to proceed will be issued between 21 Aug 2017 and 30 Aug 2017** and all work shall be completed within **30 days** of receiving the notice to proceed.

2.0 Non-Personal Services

The Government shall neither supervise contractor employees nor control the method by which the contractor performs the required tasks. Under no circumstances shall the Government assign tasks to, or prepare work schedules for, individual contractor employees. It shall be the responsibility of the contractor to manage its employees and to guard against any actions that are of the nature of personal services, or give the perception of personal services. If the contractor believes that any actions constitute, or are perceived to constitute personal services, it shall be the contractor's responsibility to notify the Contracting Officer (CO) immediately.

2.1 Business Relations

The contractor shall successfully integrate and coordinate all activity needed to execute the requirement. The contractor shall manage the timeliness, completeness, and quality of problem identification. The contractor shall provide corrective action plans, proposal submittals, timely identification of issues, and effective management of subcontractors. The contractor shall seek to ensure customer satisfaction and professional and ethical behavior of all contractor personnel.

2.2 Contract Administration

The contractor shall establish processes and assign appropriate resources to effectively administer the requirement. The contractor shall respond to Government requests for contractual actions in a timely fashion. The contractor shall have a single point of contact between the Government and Contractor personnel assigned to support contracts or task orders. The contractor shall assign work effort and maintaining proper and accurate time keeping records of personnel assigned to work on the requirement.

2.3 Personnel Administration

The contractor shall provide the following management and support as required. The contractor shall provide for employees during designated Government non-work days or other periods where Government offices are closed due to weather or security conditions. The contractor shall maintain the currency of their employees by providing initial and refresher training as required to meet the SOW requirements. The contractor shall make necessary travel arrangements for employees. The contractor shall provide necessary infrastructure to support contract tasks

2.4 Subcontract Management

The contractor shall be responsible for any subcontract management necessary to integrate work performed on this requirement and shall be responsible and accountable for subcontractor performance on this requirement. The prime contractor will manage work distribution to ensure there are no Organizational Conflict of Interest (OCI) considerations. Contractors may add subcontractors to their team after notification to the Contracting Officer (CO) or Contracting Officer Representative (COR). Cross teaming may or may not be permitted.

2.5 Location and Hours of Work

Accomplishment of the results contained in this SOW requires work at 9500 Bay Pines Blvd St Petersburg FL 33708. Normal workdays are Monday through Friday except US Federal Holidays. Contractor working hours are from 0700hrs-1630hrs.

3 Performance Requirements

The following section specifies the Performance Objectives and Performance Elements for the contract.

3.1 Site survey

Contractors are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.

Performance Standards

a) STD: Attendance to site survey is highly encouraged

AQL: Physically attend the site survey

3.2 OSHA safety training

All contractor employees must have completed OSHA training.

Performance Standards

a) STD: Supervisor 30hr training certificate, Laborer 10hr certificate

AQL: 100% OSHA training

Deliverables

A001 OSHA certificates

3.3 Obtain all materials and permits

Contractor shall ensure all materials necessary to perform this statement of work are on hand prior to beginning construction. Also that all permits, bonds, licenses, accident prevention plans are on hand prior to beginning construction.

Performance Standards

a) STD: Compliant with all local, state and federal regulations.

AQL: All Bonds, permits and licenses are on hand prior to beginning construction.

3.4 Staging of dumpster

Contractor will coordinate with COR on where to place the dumpster.

3.5 Demolition and Construction

The contractor will provide all parts, labor and expertise necessary to complete the required demolition and construction.

3.5.1 Remove dock bumpers

Remove all dock bumpers and associated hardware from concrete wall and replace with brand name or equal to 20x10x4.5 Horizontal laminated rubber dock bumpers.

3.6 Repair areas of concrete in the dock area

Repair concrete on ramp areas of loading dock where there are chunks of concrete missing; (coordinate exact spots with COR) approximately 1200 square feet will need to be cut out and repaired. Remove and replace the damaged sections on the ramp and surrounding areas.

Concrete shall be capable of heavy equipment traffic. Contractor shall ensure the subsurface compaction which meets industry standards. Contractor shall use no less than 4000 PSI concrete with commercial fiber reinforcement of 1.5LBS per cubic foot. Contractor will ensure that a slump test that produces no greater than 5 inches of slump for the poured concrete. The concrete shall be tied to adjacent slabs in accordance with industry standards.

Performance Standards

a) STD: Damaged sections on the ramp are replaced.

AQL: New pads level with existing pad, no visible gaps

3.6.1 Inspect clean and fill cracked concrete in loading dock area.

Contractor will inspect the cracked concrete, clean and repair the cracks with an all-weather industrial use epoxy designed for heavy equipment. Replace expansion joints as required

Performance Standards

a) STD: Inspect and clean all cracked concrete areas and repair with an approved epoxy injection.

AQL: 100%

3.7 Hydraulic dock levelers

Install a new fully functioning secondary leveler to the right of the existing one to allow for simultaneous loading and unloading of two trucks. The leveler will have the following characteristics:

- 6'x6' 25000 lb capacity pit mounted hydraulic dock leveler.

- Electronically controlled by a wall mounted box directly behind the leveler. Automatically operated with single push-button activation and a mechanically activated lip.
- Performance Standards
 - a) STD: Install new leveler

AQL: new fully functioning leveler

3.8 Install bollard sleeves over existing bollards

Remove approximately 6 inches of the metal tube that are rusting on the bottom of the bollards. Place safety sleeves over 16 bollards.

4.0 Security and Safety

4.1 Security: If required to enter the Regional Office all contractors will enter and exit through the main entrance displaying proper identification and proceeding through the metal detectors. The work on this project is strictly outside and no inside work will be performed, therefore no contractor badging or Privacy training is required. All work will be performed in the loading dock area under constant supervision.

4.2 Safety: The contractor shall provide all safety equipment / devices, personal protective equipment and clothing as required for it's employees.

OSHA – Prior to commencing work the contractor shall provide proof that an OSHA designated competent person (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present. The contractor as well as the on-site supervisor will have completed no less than 30 hours of OSHA approved safety training. All other contractor employees will have no less than 10 hours of OSHA approved safety training.

5.0 Government Furnished Materials

The Government will make available the space for placement of a dumpster for removing the broken concrete.

6.0 Quality Control

The Contractor shall develop a Task/Delivery Order QCP and maintain an effective quality control program to ensure services are performed in accordance with the IDIQ contract and this SOW. The Contractor shall develop and implement procedures to identify, prevent, and ensure non-recurrence of defective services. The Contractors QCP is the means by which he assures himself that his work complies with the requirement of the contract.

The finalized QCP will be accepted by the Government at the time of the award of the Task/Delivery Order. The Contracting Officer may notify the Contractor of required modifications to the plan during the period of performance. The Contractor then shall

coordinate suggested modifications and obtain acceptance of the plan by the Contracting Officer. Any modifications to the program during the period of performance shall be provided to the Contracting Officer for review no later than 10 working days prior to effective date of the change. The QCP shall be subject to the Governments review and approval. The Government may find the QCP "unacceptable" whenever the Contractors procedures do not accomplish quality control objective(s). The Contractor shall revise the QCP within 10 working days from receipt of notice that QCP is found "unacceptable."

7.0 Deliverables

The contractor shall provide deliverables as described in subsequent task orders. Deliverables shall be specified by the government.

Identifier	Name	Description
A001	OSHA certificates	