

**ADDITIONAL NATIONAL CEMETERY**  
**PROJECT INFORMATION AND REQUIREMENTS**

**A. CEMETERY LOCATION:** The work will be performed at one (1) location:

Jefferson Barracks National Cemetery  
2900 Sheridan Road  
St. Louis, Missouri 63125

**B. GENERAL INFO:**

Job Foreman: A job foreman shall be provided whenever work is being performed to ensure employees are adequately supervised and proper conduct is maintained.

Period of Performance: The Contractor shall complete this work within 30 calendar days from start to finish after Notice To Proceed has been issued.

Work Hours: All work shall be performed between the normal business hours (7:30 a.m. to 4:30 p.m.), Monday through Friday.

Pre-bid Site Visit: Offerors are required to make a pre-bid site visit. The site visit is set for May 9, 2018 only.

1. The National Cemetery Administration honors veterans with a final resting place and lasting memorials that commemorate their service to our Nation. National Cemeteries are national shrines. The standards of work, appearance, and procedures performed by the contractor at this cemetery shall reflect this nations concern for those interred there. Due to the sensitive mission of the cemetery, contractor personnel must exercise and exhibit absolute decorum, composure, and stability at all times.

2. The Contractor is responsible to ensure that all work shall be done in a manner that safeguards all NCA visitors, employees, and public. A competent crew leader shall be provided by the Contractor for whenever work is being performed to ensure employees are adequately supervised and proper conduct is maintained.

3. Be required to be fully clothed at all times, to include upper garment to cover body from the waist to the neck and long pants or slacks.

4. The Contractor/personnel shall not engage in loud or boisterous behavior, angry outbursts or use profane or abusive language at any time on Government property. Playing radios and/or electronic games/devices, is not permitted.

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