

## STATEMENT OF WORK

The contractor shall provide all the necessary tools, supervision, labor, materials and equipment to furnish and install grave liners, Type 1 Concrete vaults, Style 1 Box with separate lid f.o.b. destination within consignee's premises, Florida National Cemetery (FNC), 6502 SW 102<sup>nd</sup> Avenue, Bushnell, FL 33513 in accordance with Contract terms. All liners provided shall conform to the requirements set forth in Commercial Item Description (CID) A-A-30194, dated July 26, 1993. Orders are subject to the required needs and availability of funds.

1. All concrete grave liners provided under the contract shall be delivered and installed, F.O.B destination within Consignee's premises, by the contractor.
2. The contractor shall install Grave liners at the time of gravesite opening. The grave liners shall be secured, i.e., lid placement immediately after lowering of the casket into the gravesite.
3. The contractor shall work all burials scheduled during holidays and weekends, as required.
4. The contractor will normally be notified of requirements for units to be delivered 24 hours in advance of the scheduled interment. On Mondays, the possibility exists for interments that were scheduled over the weekend. In those cases, the contractor will not be notified until 8:30 a.m., on Monday morning (day of interment). For interments scheduled in this manner, the contractor shall, at his/her discretion, store a maximum of twenty (20) grave liners at the spoils area in the cemetery. The government assumes no responsibility or liability for contractor-owned grave liners stored on Government property.
5. On occasion, an interment may be canceled at the last minute, which prevents the Government providing the contractor with advance notice. When this occurs, the contractor shall remove the grave liner from the excavated gravesite at no additional cost to the Government.
6. The cemetery's normal hours of interment operations are 8:30 a.m. through 4:30 p.m., Monday through Friday, excluding Federal Holidays. However, in accordance with Item 3 above, the contractor shall be responsible for grave liner installation for interments that occur outside of the normal hours for interment operations. Contractor shall be on site ready to install no less than 2 hours prior to interments that require grave liners.
7. General Statement – Contractor shall keep pace with grave liner requirements of the FNC, supplying as many employees as required (minimum of two on front line, and as many as two for second burials), and in the case of concrete liners to be installed, to have

crew remain in close proximity to excavation crews as directed and customarily required by FNC policy. The FNC uses a gravesite measuring 1.83m x 2.44m (6' x 8') in all new burial sections.

8. Installation-All installations normally associated with the placement of the grave liners will be the contractor's responsibility, except National Cemetery personnel will accomplish the digging of gravesites. Sufficient manpower will be provided by the contractor for acceptable and timely installation of the units. The installation of the grave liners requires two persons or more crew, and operator of the boom and a spotter to guide the liner into the grave as not to cause a cave-in. If a cave-in results, the contractor shall be responsible to make repairs and to correct the deficiencies. Contractor shall be able to place grave liners when conditions of burial area are severely muddy due to inclement weather. Grave liners will be visually spotted and placed as level as practical in accordance with gravesite alignment. The lids of the units will be positioned on a flat surface and be secured until they are placed on the box or placed in the grave on side of liners as specified by cemetery. FNC reserves the right to determine what constitutes an acceptable placed unit in accordance with placement requirements. Removal, replacement or corrective work resulting in neglect by the contractor shall be corrected at no additional cost to the Government and will not interfere with the normal performance of the contract. Grave liners shall be installed at the time the gravesite is ready. Corrective work will not result in delays for the scheduled interments or result in FNC personnel being required to work beyond the normal working hours of 8:00 a.m. through 4:30 p.m.

9. Damage Caused Due to Contractor's Negligence – In the event damages result to the units and/or gravesite (cave-in) or surrounding areas due to negligence on the part of the contractor, the contractor shall reimburse the Government for actual damages incurred by the Government. Contractor must take all necessary precautions to avoid damage to turf or headstones when entering and leaving burial sections; may be held liable for any damage to headstones or turf during installation. Changes in schedules, work assignments or delays of the daily operations, must not occur under any circumstances.

10. Dress Code for Contractor Employees Delivering and Installing Grave liners – All employees will be dressed in proper attire, which includes a company sleeved shirt, long pants, and safety shoes. Tee shirts, tank tops and sandals are not acceptable. If caps are worn, they must be free of any questionable message or design.

11. Re-opener/Occupied Gravesites – In cases where it will be necessary to transport grave liners into established burial sections, a portable vault carrier will be used. Boom trucks will not be allowed access to existing burial sections. Contractor shall supply a sufficient quantity of portable vault carriers to allow immediate capabilities for multiple re-opener burials. The lids of units will be placed adjacent to the gravesite and placed immediately after lowering.

12. Storage – Rejection – A maximum of twenty (20) concrete grave liners will be allowed to be stored at the cemetery spoils area. All damaged or rejected units will be removed, without exception, from the cemetery grounds by the end of each workday.

13. All grave liners furnished under the contract shall have their date of manufacture inscribed on both the lid and box to indicate a proper cure time of at least 28 days.

14. Contractor Employees shall have valid state drivers' licenses.