

DESCRIPTION/SPECIFICATION/STATEMENT OF WORK

Camp Butler National Cemetery

5063 Camp Butler Road, Springfield, IL 62707

Mowing, Trimming/Edging, Spraying Contract

The Contractor shall furnish all labor, supervision, professional expertise, equipment, and supplies to sufficiently meet the requirements to maintain a healthy and aesthetic grounds appearance in accordance with Contract Specifications for work activities including

- 1) Mowing,**
- 2) Trimming Around Headstones**
- 3) Edging Flat Grave Markers**
- 4) Edging Curbs and Sidewalks**
- 5) Aeration (Plugging) of Turf**
- 6) Overseeding of Turf**
- 7) Herbicide (Pre-Emergence) Applications**
- 8) Herbicide Spraying for Broadleaf Weeds / GRASS LIKE WEEDS**

All equipment, supplies and activities shall be maintained, operated and performed in accordance with all applicable Federal, State, County, Village, and Township laws, ordinances and regulations including, but not limited to OSHA standards. Any damage to turf, landscaping, sprinkler heads, infrastructure, headstones, etc., by the Contractor shall be repaired or replaced at Contractor's expense, as directed by the COR.

(a) This is an event based service contract requiring past experience in the professional maintenance of turf for cemetery mowing, trimming, edging, aeration, overseeding, and herbicide application at Camp Butler National Cemetery, Springfield, IL, hereafter referred to as "Cemetery."

(b) National cemeteries are a final resting place for our nation's heroes and as such, the standards for management, maintenance and appearance of these cemeteries have been established by the National Cemetery Administration to reflect this nation's concern and respect for those interred there. The overall responsibility of the contractor is to plan, coordinate, organize, manage, and perform the activities described herein, which are required to maintain an acceptable appearance of the cemetery grounds as a national shrine.

(c) Work called for under the contract includes Grounds Maintenance Services, all of which are defined later in this statement.

SCHEDULE OF UNIT PRICES

CLIN Listing for Mowing Contract FY 2019-2023

Camp Butler National Cemetery

Base Year: October 1, 2018 through September 30, 2019

<u>CLIN</u>	<u>Operation</u>	<u>Est. Quantity</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Total Cost</u>
0001	Mow all turf areas. Remove any grass clippings or other related debris from walks, patios, roadways, curbs, and parking areas. (Est.: 35.3 acres, mowed 36 times = 1,271 total acres)	1,271	Acre		
0002	String trim around headstones when mowing. Remove grass clippings and other related debris from headstones. (Est.: 18,800 headstones, trimmed 36 times = 676,800 headstones trimmed)	676,800	Headstone		
0003	Blade edge around flat markers. Remove grass clippings and related debris from markers. (Est.: 2,795 markers, edged 15 times = 41,925 markers edged)	41,925	Marker		
0004	Blade edge all curbing and sidewalks. Remove clippings and associated debris from walks, curbs, and parking areas. (Est.: 23,200 linear feet, edged 15 times = 348,000 linear feet edged)	348,000	Linear Foot		
0005	Core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. (Est.: 35.3 acres, 1 time)	35.3	Acre		
0006	Prepare and overseed areas of thin/bare turf immediately after core aeration with 150 lbs/ac of seed mix approved by the COR. (Est.: 35.3 acres, 1 time)	35.3	Acre		
0007	Pre-emergence herbicide applications for crabgrass control. (Est.: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
0008	Post-emergence herbicide applications for broadleaf weed control. (Est: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
		Total for Base Year:			

Option year One: October 1, 2019 through September 30, 2020

<u>CLIN</u>	<u>Operation</u>	<u>Est. Quantity</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Total Cost</u>
1001	Mow all turf areas. Remove any grass clippings or other related debris from walks, patios, roadways, curbs, and parking areas. (Est.: 35.3 acres, mowed 36 times = 1,271 total acres)	1,271	Acre		
1002	String trim around headstones when mowing. Remove grass clippings and other related debris from headstones. (Est.: 19,200 headstones, trimmed 36 times = 691,200 headstones trimmed)	691,200	Headstone		
1003	Blade edge around flat markers. Remove grass clippings and related debris from markers. (Est.: 2,795 markers, edged 15 times = 41,925 markers edged)	41,925	Marker		
1004	Blade edge all curbing and sidewalks. Remove clippings and associated debris from walks, curbs, and parking areas. (Est.: 23,200 linear feet, edged 15 times = 348,000 linear feet edged)	348,000	Linear Foot		
1005	Core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. (Est.: 35.3 acres, 1 time)	35.3	Acre		
1006	Prepare and overseed areas of thin/bare turf immediately after core aeration with 150 lbs/ac of seed mix approved by the COR. (Est.: 35.3 acres, 1 time)	35.3	Acre		
1007	Pre-emergence herbicide applications for crabgrass control. (Est.: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
1008	Post-emergence herbicide applications for broadleaf weed control. (Est: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
		Total for Option Period 1:			

Option year Two: October 1, 2020 through September 30, 2021

CLIN	Operation	Est. Quantity	Unit	Unit Cost	Total Cost
2001	Mow all turf areas. Remove any grass clippings or other related debris from walks, patios, roadways, curbs, and parking areas. (Est.: 35.3 acres, mowed 36 times = 1,271 total acres)	1,271	Acre		
2002	String trim around headstones when mowing. Remove grass clippings and other related debris from headstones. (Est.: 19,600 headstones, trimmed 36 times = 705,600 headstones trimmed)	705,600	Headstone		
2003	Blade edge around flat markers. Remove grass clippings and related debris from markers. (Est.: 2,795 markers, edged 15 times = 41,925 markers edged)	41,925	Marker		
2004	Blade edge all curbing and sidewalks. Remove clippings and associated debris from walks, curbs, and parking areas. (Est.: 23,200 linear feet, edged 15 times = 348,000 linear feet edged)	348,000	Linear Foot		
2005	Core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. (Est.: 35.3 acres, 1 time)	35.3	Acre		
2006	Prepare and overseed areas of thin/bare turf immediately after core aeration with 150 lbs/ac of seed mix approved by the COR. (Est.: 35.3 acres, 1 time)	35.3	Acre		
2007	Pre-emergence herbicide applications for crabgrass control. (Est.: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
2008	Post-emergence herbicide applications for broadleaf weed control. (Est: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
		Total for Option Period 2:			

Option year Three: October 1, 2021 through September 30, 2022

CLIN	Operation	Est. Quantity	Unit	Unit Cost	Total Cost
3001	Mow all turf areas. Remove any grass clippings or other related debris from walks, patios, roadways, curbs, and parking areas. (Est.: 35.3 acres, mowed 36 times = 1,271 total acres)	1,271	Acre		
3002	String trim around headstones when mowing. Remove grass clippings and other related debris from headstones. (Est.: 20,000 headstones, trimmed 36 times = 780,000 headstones trimmed)	780,000	Headstone		
3003	Blade edge around flat markers. Remove grass clippings and related debris from markers. (Est.: 2,795 markers, edged 15 times = 41,925 markers edged)	41,925	Marker		
3004	Blade edge all curbing and sidewalks. Remove clippings and associated debris from walks, curbs, and parking areas. (Est.: 23,200 linear feet, edged 15 times = 348,000 linear feet edged)	348,000	Linear Foot		
3005	Core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. (Est.: 35.3 acres, 1 time)	35.3	Acre		
3006	Prepare and overseed areas of thin/bare turf immediately after core aeration with 150 lbs/ac of seed mix approved by the COR. (Est.: 35.3 acres, 1 time)	35.3	Acre		
3007	Pre-emergence herbicide applications for crabgrass control. (Est.: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
3008	Post-emergence herbicide applications for broadleaf weed control. (Est: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
		Total for Option Period 3:			

Option year Four: October 1, 2022 through September 30, 2023

CLIN	Operation	Est. Quantity	Unit	Unit Cost	Total Cost
4001	Mow all turf areas. Remove any grass clippings or other related debris from walks, patios, roadways, curbs, and parking areas. (Est.: 35.3 acres, mowed 36 times = 1,271 total acres)	1,271	Acre		
4002	String trim around headstones when mowing. Remove grass clippings and other related debris from headstones. (Est.: 20,400 headstones, trimmed 36 times = 734,400 headstones trimmed)	734,400	Headstone		
4003	Blade edge around flat markers. Remove grass clippings and related debris from markers. (Est.: 2,795 markers, edged 15 times = 41,925 markers edged)	41,925	Marker		
4004	Blade edge all curbing and sidewalks. Remove clippings and associated debris from walks, curbs, and parking areas. (Est.: 23,200 linear feet, edged 15 times = 348,000 linear feet edged)	348,000	Linear Foot		
4005	Core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. (Est.: 35.3 acres, 1 time)	35.3	Acre		
4006	Prepare and overseed areas of thin/bare turf immediately after core aeration with 150 lbs/ac of seed mix approved by the COR. (Est.: 15 acres, 1 time)	35.3	Acre		
4007	Pre-emergence herbicide applications for crabgrass control. (Est.: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
4008	Post-emergence herbicide applications for broadleaf weed control. (Est: 35.3 acres, applied three, = 105.9 acres)	105.9	Acre		
		Total for option Period 4:			
		<u>Contract Total:</u>			

CONTRACTOR SERVICES: The Contractor shall provide the labor, vehicles, equipment, tools, materials, services, and quality control as needed to accomplish the specified work for this contract. Further, the Contractor shall provide the staff, supervision, technical support and personnel to accomplish the work under this contract. The contractor shall demonstrate a clear understanding of, and the sensitivity to, such environmental issues as ground water contamination, wetlands, etc., and shall be consistent and fully compliant with all applicable Federal, State, County, Village, and Township laws, ordinances and regulations.

GROUND MAINTENANCE SERVICE PRIORITIES: All turfgrass mowing, turfgrass trimming, and edging work under this contract shall meet "Priority 1" conditions as herein described:

Priority 1 – Maintain areas in accordance with NCA National Shrine Commitment Standards and Measures for Visually Prominent, Medium Visual Impact Areas and Low Visual Impact Areas as described .

Priority 1 Areas:

BURIAL AREAS: All burial sections of established turf with occupied gravesites including columbarium areas. All developed land, including turf, walks, beds, planter beds, drainage ditches, and trees/shrubs within and directly surrounding the burial areas. (2.1c (2.6)

VISUALLY PROMINENT AREAS: Are described as: (1) Main Entrance, Cortege; (2) Public Information Assembly Areas; (3) Flag Pole Assembly Areas; (4) Public Gathering Areas; (5) Committal Shelters; (6) Administration/Maintenance Building Grounds; (7) Memorial Walkways, and (8) All Developed Land, including (but not all inclusive) turf, walks, beds, planter beds, drainage ditches, trees/shrub, roads, and plazas within and directly surrounding the specialty areas.

MEDIUM VISUAL IMPACT AREAS: (1) Unoccupied burial sections including areas in front of and between these sections; and (2) All Developed Land to borders and wetlands, including drainage ditches, trees/shrub.

MOWING VISUALLY PROMINENT AREAS: The contractor shall begin mowing at start of contract when directed by the COR and continue throughout entire growing season with the final mowing occurring as seasonal growth has ceased ending in the fall as directed by the COR. Turf areas consist of mixtures of cool season turf grass species. The contractor shall meet the proper maintenance requirements of all varieties of grasses. Subsequent mowings of the turfgrass areas will occur at a mowing height of 3 inches (unless directed otherwise by the COR), and occur often enough that the height of the grass is reduced by no more than one third by any single mowing.

If any mowing event results in clumps of grass clippings lying on the turf grass, the Contractor will immediately remove or disperse those clippings so that the clumps are no longer visible. Any clippings deposited on roadways or other non-turf grass areas will be removed the same day as the mowing event that produced them. Any clippings deposited on sidewalks or at public visitor areas including at the Committal Shelter areas will be removed at same time mowing work is occurring.

Contractor shall be familiar with and utilize different mowing patterns. Changing direction and patterns reduces turf wear providing a cleaner cut.

Contractor shall clean all mowing and trimming equipment prior to arrival at the cemetery to assure that only clean and weed/grass free equipment is unloaded at the cemetery. This will minimize the possibilities of weed contaminates to cemetery turf from outside mowing areas. The contractor shall take the utmost care not to damage headstones, floral or commemorative items, structures, survey monuments, irrigation equipment, etc. while performing mowing services. Any damage to trees (particularly bumping or scraping of bark with the mower deck) must be prevented. The Contractor shall provide and replace mulch for planting beds or mulch rings around trees if mowers displace it. The Contractor will remove and replace all floral or commemorative items, etc. to their proper place while performing mowing services. The Contractor shall repair or replace all damaged items caused by the contractor at no additional cost to the cemetery as directed by the COR. New sod will be present at all newly buried gravesites, second interment gravesites, and repaired gravesite locations- this new sod must be hand mowed until it is fully established to the point where it won't be damaged by riding mowers. All mowing around trees is to be accomplished in a manner that prevents "ringing pattern" around the tree and associated damage to turf. In all areas, vary mower wheel pathways and mowing patterns in subsequent mowing operations to prevent and avoid wheel rutting from occurring.

TRIMMING AND EDGING HEADSTONES AND MARKERS: The Contractor will trim all standard turf grass areas that cannot be maintained by traditional mowing equipment. Trimming will be accomplished with hand held devices. Grass will be trimmed at the same height, **and (particularly around headstones) no lower**. Trimming will be accomplished at the same frequency as the mowings. Trimming will occur around all individual upright headstones and flat grave markers, as well as at all other locations of grass area edges that cannot be maintained at the standard height through use of mowing equipment. Care should be taken to avoid contact with headstones, monuments, building walls, trees, shrubs, flowers, any other desirable plant materials, etc. or any other structure than can be damaged by contact with the trimming device's cutting instrument. Trees are often injured by mowers or trimmers hitting and damaging their bark, usually near the ground: this must be prevented. The Contractor shall remove and replace all floral or commemorative items, etc. to their proper place while performing trimming services. All clippings resulting from the trimming operation will be kept on mowed turf grass areas only. Any clippings deposited on headstones, monuments, sidewalks, or at public visitor areas including the Committal Shelter areas will be removed at same time trimming work is occurring.

CURB AND SIDEWALK EDGING: The Contractor will maintain a vegetation free edge approximately one-half inch wide and one inch deep along all curbs and sidewalks throughout the cemetery. This operation should be conducted to maintain the manicured appearance desired. The required operation frequency will be determined by the COR and the Contractor will be compensated on a per operation cost basis. Any edgings deposited on sidewalks, or at public visitor areas including Committal Shelter areas will be removed at same time edging work is occurring.

AERATION: In September, when grass is actively growing and the soil not too dry or wet, core aerate turf to a depth of 3-4 inches and a between core spacing of 5-6 inches. If directed by the COR, prepare and overseed areas of thin/bare turf with 150 lbs per acre of a seed mix approved by the

COR immediately after core aeration. OVERSEEDING will be completed in conjunction with the aeration activities.

HERBICIDE SPRAYING GENERAL INSTRUCTIONS: All herbicide applications performed under this section shall be the responsibility of the contractor and the contractor shall be governed by all the requirements therefore.

PRE-EMERGENCE HERBICIDE APPLICATION FOR CRABGRASS CONTROL:

- a. The Contractor will provide all materials, equipment, protective gear, and labor necessary to apply pre-emergence herbicide for crabgrass control Camp Butler National Cemetery.
- b. All grassy areas are to be treated. Total acreage of Camp Butler National Cemetery (CBNC) is 35.3. A map of CBNC is attached.
- c. Timing for crabgrass control applications is crucial and the Contractor is required to make timely applications. The maximum legal rate of a pre-emergence herbicide should be applied initially in the season one to two weeks prior to the expected germination of crabgrass and when soil temperature at 2-inch depth reaches 55F. The Contractor must apply the pre-emergence herbicide as split treatments, with applications expected between April 15th and April 30th, and between June 6th and June 20th. Applications cannot be missed, nor can they be made late (after crabgrass germination begins).
- d. Recommended product for crabgrass control is Barricade. However, the Contractor can use other prodiamine products at the same rate of active ingredient per acre (for example: 7.8oz actual prodiamine per acre at each application), or dithiopyr products may also be used (as split treatments and at the maximum legal rate) to provide season-long crabgrass control. t

BROADLEAF CONTROL REQUIREMENTS:

- a. The Contractor will provide all materials, equipment, protective gear, and labor necessary to spray broadleaf control herbicide at Camp Butler National Cemetery.
- b. All grassy areas of both cemeteries are to be sprayed. Total acreage of Camp Butler National Cemetery (CBNC) is 35.3. A map of CBNC is attached.
- c. Timing for broadleaf control applications is crucial and the Contractor will be expected to make timely applications. The contractor is expected to know the growing habits of broadleaf weeds. The Contractor should spray selective herbicides when weeds are actively growing. Treatment must occur before weeds produce seeds. Dandelion should be in early yellow flower state during the spring application. The Contractor must spray the broadleaf herbicide between October 1st and October 15th, and between May 15th and May 30th. Applications cannot be missed, nor can they be made late.
- d. Recommended products for broadleaf control are Confront (apply @ 2 pints/acre) or Triamine II (apply @ 3 pints/acre). However, the Contractor may use an equivalent herbicide.

WORKING CONDITIONS: Work called for under this contract will be performed primarily out-of-doors and personnel performing such work will be exposed to wind, sun, cold, dampness, fog, and rain. These conditions, may, at times, be extreme. The Contractor shall take all precautions necessary to protect personnel employed under the contract from the elements to the maximum practicable extent. The Government expects the Contractor to perform throughout all weather conditions and to apply additional labor and equipment as needed to meet deadlines. Due to the sensitive mission of the cemetery, the work could occasionally come in contact with grieving

individuals. Contractor personnel must exercise and exhibit absolute decorum, composure and stability at all times.

NORMAL WORKING HOURS: Normal working hours are 7:30 am – 4:00 pm, Monday through Friday. Working hours under this contract are only negotiable with the written approval of the COR. However, the Contractor may work whenever necessary to meet the Cemetery needs, including Holidays and weekends, provided that these work hours have been approved by the COR. All work commenced during normal hours of operations that extends beyond those hours shall be completed without interruption or stoppage, at no additional cost to the Government.

COOPERATION WITH OTHER CONTRACTORS: The Government may undertake or award other contracts for additional work at or near the site of performance under this contract. The Contractor shall fully cooperate with other Contractors and with Cemetery personnel and shall carefully adopt scheduling and performance of the work, heeding any COR direction. The Contractor shall participate in regular meetings with other Contractors and Cemetery personnel to coordinate contract work schedules and contract related information.

EQUIPMENT OPERATIONS: The Contractor shall not operate motorized equipment or other mechanical devices that may make noise within five hundred (500) feet of ongoing interment services or other public ceremonies/services. Coordinate work activities with COR to meet this requirement.

CONTRACTOR KEY PERSONNEL: The Contractor Foreman is solely responsible for staying abreast of all upcoming events at the Cemetery. A list of scheduled funerals shall be provided at the beginning of each work day. A list of scheduled ceremonies shall be provided the week prior to the event. The COR may direct the Contractor to redirect Contractor personnel away from funeral services or events, or may direct Contractor personnel to move from the funeral services or events vicinity in a timely manner.

SITE CLEAN UP: At the end of each workday, unless otherwise directed by the COR, the Contractor shall remove all trash and debris resulting from work and dispose of such in Contractor-furnished dumpsters that are emptied weekly at off-site licensed landfills. Rubbish and trash generated by the Contractor shall be kept clear of vehicular and pedestrian circulation throughout the site. Adequate warning devices, barricades, guards, flagmen or other necessary precautions shall be taken by the Contractor to give advice and reasonable protection, safety and warnings to persons and vehicular traffic within the area.

CONTRACTOR VEHICLES/TRACTORS: No heavy-duty vehicles or tractors shall be permitted to drive on turf without prior permission from the COR. The Contractor shall be responsible for repairing or replacing any turf damage caused by the Contractor's wheeled or tracked vehicles or equipment as determined by the COR.

DAMAGE TO GOVERNMENT PROPERTY: The Contractor shall be responsible to repair, replace, or reimburse the Government for property damage as a result of Contractor personnel, vehicle or equipment and materials. Government property includes, but is not limited to, the standard structures and equipment, headstones, monuments, trees, beds, planters, turf, i.e., wounded trees or scalped turf, which shall be replaced or repaired at no additional cost to the Government.

CONDUCT OF CONTRACTOR PERSONNEL: The Contractor personnel shall be required to adhere to the following standards of dress, conduct, and training, while performing work at the Cemetery. It shall be at the COR's discretion to implement immediate removal of Contractor personnel from the cemetery grounds if these standards are not adhered to during contract performance.

The Contractor shall be responsible for training and safety precautions, in accordance with OSHA standards regarding safety equipment and devices. The Contractor shall immediately administer any disciplinary or corrective action as required.

The Contractor personnel shall be fully clothed at all times, to include an upper garment to cover the body from the waist to neck and long pants or slacks. Garments that have a message, slogan or printing of any kind other than the Contractor's business attire are prohibited. Other clothing, in question, shall require the COR written approval.

The Contractor personnel shall not engage in loud or boisterous behavior; shall not use profane or abusive language, nor play radios and/or electronic games/devices; shall not smoke or chew any tobacco products at designated work areas during the performance of the contract. Due to the sensitive mission of the Cemetery, the Contractor and its employees may come in daily contact with grieving individuals. Therefore, the Contractor shall at all times exercise and exhibit absolute decorum, courtesy and respect while within the Cemetery or at/or around the perimeter or entrances. Gratuities of any kind are strictly prohibited.

The Contractor personnel shall not: (1) sit on or lean against headstones or monuments; (2) sleep or otherwise lay, rest or be idle in a manner that reflects unfavorably on the Government or the Contractor; (3) perform work of any nature on privately-owned vehicles/equipment, within the cemetery's confines, to include the washing of vehicles/equipment.

Food and beverages shall be consumed only within areas designated by the COR. Use or sale of intoxicating beverages and/or drugs is strictly prohibited. The Contractor personnel shall follow the Cemetery Smoking Policy that is available at the Cemetery's Administration Building.

The Cemetery shall provide to the Contractor personnel restroom facilities at areas designated by the COR. Breaks and lunch periods shall be taken at areas designated by the COR, not in the field. **Any misconduct listed above shall be cause for immediate removal from the Cemetery premises.**

CONTRACTOR-FURNISHED ITEMS: The Contractor shall furnish all tools, equipment, and materials required for the performance of this contract.

Items of equipment and materials necessary to perform work as required under this contract shall be furnished, maintained and operated by the Contractor and shall be consistent and fully compliant with all Federal, State, County, Village, and Township laws, ordinances and regulations, ensuring all motor vehicles meet State inspection, registration and insurance requirements.

Materials and supplies stored and provided by the Contractor shall be consistent and fully compliant with all Federal, State, County, Village, and Township laws, ordinances and regulations. The

Contractor shall not store fuel on Cemetery property. The Contractor shall provide to the Government all labels and MSDS information for stored materials and supplies on Cemetery property used in the performance of the contract.

The Contractor shall be aware of the requirements needed to perform all work under the contract. If the Contractor's workforce is unionized, the Contractor will insure that the Union contract between his employees has a no-strike clause to ensure continuance of all work routinely performed under the contract.

SAFETY: Matters related to safety, and any Contractor's actions, must meet all safety requirements of Camp Butler National Cemetery's Safety Officer, Department of Veterans Affairs, OSHA, and the State of Illinois. The Contractor is responsible for being familiar with and keeping abreast of all safety requirements.

GOVERNMENT-FURNISHED ITEMS: The Government shall provide maps, drawings, and minimal technical support.

The Government shall provide, in an as-is condition, limited storage area, electricity, and water, if available, at the designated work sites and storage areas to be used solely to meet the contract requirements.

The Contractor shall assume responsibility and accountability of the facility provided for its use and shall take adequate precautions to prevent hazardous product spills, fire hazards, odors, and unsanitary conditions and shall be consistent and fully compliant with all applicable Federal, State, County, Village, and Township law, ordinances and regulations. The Contractor shall obtain the COR written approval before making any modifications or alterations to the facility. Any such modifications or alterations approved by the COR shall be at the Contractor's expense.

At completion of the contract, the facility shall be returned to the Government in the same condition as received at the expense of the Contractor, except for reasonable wear and tear.

Only Contractor's equipment, supplies, materials (property) required in performance of this contract shall be stored at the Contractor's designated storage area at the end of each workday. Contractor shall submit for the COR approval a description list of preventative maintenance repairs that the Contractor may be required to perform on Contractor's equipment at areas designated by the COR.

More than one Contractor may have access to the COR designated Storage Area. The Government shall not be responsible for any costs, repairs, or replacement of Contractor(s) property that is damaged, stolen or lost.

CONSEQUENCES OF CONTRACTOR'S FAILURE TO PERFORM REQUIRED SERVICES: The contractor will be held to the full performance of the contract. The COR will not approve the payment of invoices for items which were not completed in compliance with the specifications outlined in this Statement of Work.

In the case of unperformed work, the Government:

- May, at its option, afford the contractor an opportunity to perform the unperformed work, at no additional cost to the Government. This performance must take place within a reasonable period subject to the discretion of the COR, but in no event longer than the next workday.

- May, at its option, perform the services by Government personnel or other means.

In the case of unsatisfactory work, the Government:

- Shall deduct from the contractor's invoice all amounts associated with such unsatisfactory work at the prices contained in the Schedule or provided by other provisions of the contract; unless the contractor is afforded an opportunity to re-perform the work as outlined in the next paragraph, and satisfactorily completes the work;

- May, at its option, afford the contractor the opportunity to re-perform the unsatisfactory work, at no additional cost to the Government, within a reasonable period, subject to the discretion of the COR, but in no event longer than the next workday;

- May, at its option, perform the services by Government personnel or other means.

PRE-PERFORMANCE MEETING: Prior to commencing work, the Contractor shall meet with the Contracting Officer and COR, at a time to be determined by the Contracting Officer, to discuss and develop mutual understandings relative to scheduling and administering work. The Contractor shall submit a current insurance certificate to the Contracting Officer prior to the pre-performance meeting.

WORK SCHEDULES, REPORTING AND RECORD KEEPING: (a) The Contractor shall arrange his/her work so as not to interfere with cemetery operations. All work schedules shall be submitted to, and approved by, the COR. Whenever nonessential services have been scheduled on the date a holiday occurs, such services shall be performed on the following working day.

(b) Daily Report: The Contractor shall submit a detailed report of completed services each workday to the COR, prior to 9:00 a.m. on the following workday in the Cemetery Administration Building. The report shall, at a minimum, describe the exact location(s) where services were performed the previous workday, where they will be performed the current workday, the number and types of personnel performing the work, the type of service, quantity of work completed quality control comments, a status report of all major mowing equipment, and any other pertinent information.

Map of Camp Butler National Cemetery

