Task Order

STATEMENT OF WORK

FOR

ADDITION & ALTERATION OF FACILITY 591 ARCEF

2/24/2021

**1.0 SCOPE**

1.1 This task order (TO) statement of work (SOW) defines the scope of a single task for construction and engineering activities under the Hill Air Force Base Design-Build Multiple Award Construction Contract III. This SOW is tailored to identify specific Task Order requirements. The Statement of Work for Multiple Award Construction Contract III, (MACC III), dated 1 September 2015, applies to this task order except as specifically altered by reference in this document.

1.2 The MACC Contractor shall function as an integral team member in support of the Hill Air Force Base mission, to include the sharing of information with other Hill Air Force Base contractors and cooperation with communities, and other government entities.

1.3 Requirements include efficient project management including accurate, on-time submittals of contract deliverables and timely identification and solution of impediments to successful project execution. Technical requirements include early involvement in the process to allow for the development of the most cost-effective and technically sound solution. Hill AFB will rely on the Contractor’s expertise in recognizing and addressing problematic issues and successful execution of this Task Order. The Contractor shall perform all work in accordance with federal, state, and local statutes and regulations.

**1.4 PROJECT DESCRIPTION**

The Design/Build contractor shall construct an approximate 2221 s.f. addition that will be provided for an open space for large group meetings. The exterior shall match the existing structure. The Design/Build contractor shall demo the existing parking lot where the new addition is to be located, along with the selective demolition of the interior, removing all windows, walls, roofing where designated on the drawings. There will need to be a reception area and waiting area within the main entrance. Floor grade will need to be built up in this addition area to meet the floor grade throughout the facility. The Design Build contractor shall renovate the existing facility and include all new interiors walls for breakroom, offices, upgraded bathrooms, mother’s room, training area, comm closet, mechanical room, and conference room with all new finishes. The Design/Build contractor shall provide a heating and air conditioning for this space. The Design/Build contractor shall provide upgraded plumbing ensuring that it is clear and functioning when it ties into the existing. The Design/Build contractor shall provide a new interior and exterior lighting including photo metrics, for the new addition. The Design/Build contractor shall provide an integrated card access system for new addition and entire facility and provide fire alarm and suppression systems designs for this new addition and entire facility. The design/build contractor shall provide an upgraded front entrance with xeriscape, sidewalk, curb and gutter and stairs/ramp, all follow current code standards, Hill AFB Design Standards, Hill AFB Architectural Compatibility Standards, Ashrea Standards, NEC, ADA, and UBC.

**2.0 APPLICABLE DOCUMENTS**

The Contractor shall identify and comply with all applicable federal, state, and local statutes. A partial list is presented in at the end of this document and in the Standard Design Criteria. It is the Contractor’s fundamental responsibility to identify and comply with all mandatory federal and applicable DoD and Air Force requirements whether or not listed specifically in these two documents.

**3.0 GOVERNMENT-FURNISHED INFORMATION, EQUIPMENT, AND PROPERTY (GFI, GFE, GFP)**

GFE SYSTEMS FURNITURE, STOVE, REFRIGERATOR

**4.1 MANAGEMENT, PLANNING, AND REPORTING REQUIREMENTS**

The Contractor shall implement the range of construction and engineering activities specified in this Task Order and in accordance with all applicable compliance documents. The Contractor shall supply all labor, equipment, and materials necessary to accomplish the work assigned unless otherwise specified in this Task Order. The Contractor shall perform management and planning functions, including performance measurement and fund status reporting, through the course of this effort.

**4.2 Schedule**

The contractor shall maintain a detailed working schedule that facilitates the management of the project work and provides the capability for early identification of potential schedule impacts. The schedule shall include baseline dates and schedule projections. The current schedule shall be maintained and updated at least monthly to accurately reflect program progress and provide realistic forecast projections. The contractor shall provide schedule updates at either a detailed level or a summary level as requested by the Contracting Officer (CO) or Project Manager (PM). Additionally, schedule updates that reflect actual schedule progress shall be submitted on AF IMT 3064 or as approved by the CO. Specific schedule and report requirements will be identified in each TO. Unless approved by the Contracting Officer the Contractor shall not begin construction on site until the 100% design package has been approved. For this delivery order the Project Superintendent may not act as the Construction Quality Control Manager.

**4.3 Project Schedule and Planning Requirements.**

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| --- | --- |
| ***Construction*** | ***365 Calendar Days*** |
| ***TOTAL PERFORMANCE PERIOD*** | ***365 Calendar Days*** |

|  |  |
| --- | --- |
| **Item:** | **Remarks:** |
| **GENERAL PLANNING CONSIDERATIONS** |  |
| Project Funding: | Funds are not presently available but expected to be received. |
| Contractor access, staging, storage areas, dumpster locations, chutes and covers for debris removal | DISCUSS ON SITE |
| Availability of Reference Materials: Site survey, Platt, Operation and maintenance manuals, building as-built drawings, HVAC control drawings/sequences, etc. | N/A |

**4.4 Meeting and Conference Requirements**

The Contractor shall perform a site visit and attend the pre-performance conference, preconstruction conference, and other meetings necessary to support construction activities. The Contractor also shall attend and support meetings and teleconferences to discuss technical or regulatory issues and project progress and status. The Contractor shall prepare, and submit for review, presentation materials and minutes for meetings and an agenda.

**4.5 Contractor Documentation**

The Contractor shall create and maintain a Master Document List and/or Submittal Register, i.e. AF Form 66, that includes all documents, whether the document is a deliverable or not, which are prepared during the course of this Task Order. The Master Document List and its documents shall be maintained in libraries readily available for submittal to the Government. All Material Submittals shall be accomplished in accordance with the instructions pertaining to AF Form 3000, Material Approval Submittal.

**4.6 Notification Requirements**

The Contractor is required to notify the Contracting Officer and the Air Force Project Manager of critical issues that may affect the contract performance and/or human health and the environment. The types of issues that require notification include, but are not limited to, health risks, spills, changes in critical personnel, and finding unexploded ordnance (UXO). As an example, if UXO were discovered during field activities, the Contractor must immediately stop work, report the discovery to each of the following - the facility Point of Contact (POC), Contracting Officer and the Air Force Project Manager. The Contractor must implement appropriate safety precautions. Field activities shall not continue until clearance is received from the Contracting Officer. On critical issues, verbal notification should be made immediately, followed by written notification as soon as practical.

**4.7 Permits**

The contractor shall develop, coordinate, and assist in applying for and obtaining all, federal, state, local, and other applicable permits, access (including off-base easements and leases), agreements, licenses, and certifications required to perform and complete each TO. The Contractor shall maintain a library of these documents at the contractor’s site office on base as well as the corporate facility handling each TO. The Contractor shall comply with all applicable permit conditions

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| **ENVIRONMENTAL** | Remarks |
| Hazardous materials present(e.g. asbestos, PCBs, lead-based paint) | The Contractor is cautioned that materials in and around this project may contain asbestos or be coated with Lead-Based Paint (LBP). The government will make every effort to locate and identify and remove all Asbestos Containing Materials (ACM) and LBP prior to bidding; however, this is not always possible. These materials are often hidden and cannot be discovered until after demolition has begun. The failure of the government to identify all ACM and LBP in no way relieves the Contractor from his legal obligation to comply with state and federal regulations regarding the handling of asbestos, lead, or LBP. |
| Known geo-technical issues (e.g. contaminated soil, ground water, etc.)  Historical Preservation  Clean Air Emissions Permits | N/A |

The Contractor shall maintain a library of these documents at the Contractor’s site office as well as the corporate facility handling each TO. The Contractor shall comply with all applicable permit conditions.

**5.0 SITE WORK**

The Contractor shall coordinate work site activities to ensure the protection of human health and the environment; the prevention of damage to property, utilities, materials, supplies, and equipment; and the avoidance of work interruptions.

The Contractor shall perform site work required under this Task Order incompliance with the following.

**5.1 Conservation**

Activities shall be planned and implemented in a manner that protects existing site utilities, structures, surface features, service operations, monitoring and other types of wells, and the general site environment. This includes the protection of trees, shrubs, and other vegetation not in the affected zone from dust damage, soil compaction, and physical contact with machines and equipment. If appropriate, the Contractor shall conserve uncontaminated topsoil by removal, storage, or redistribution. All reasonable measures shall be taken to minimize and suppress fugitive emissions of dust, vapors, and other site materials during site work. All fill materials shall be non-contaminated. The Contractor shall conduct all operations and activities with the intent of reducing the amount of pollution generated. Specific areas to be focused on are generation of solid waste, use of hazardous materials, use of ozone-depleting chemicals, generation of hazardous waste, and use of energy and water. The Contractor shall plan, construct, operate, maintain, optimize, and decommission systems necessary to control storm water run-on and runoff; and transport surface water drainage to a treatment plant, discharge location, or any other destination.

**5.2 Site Preparation**

The Contractor shall perform site work as necessary to prepare sites for construction activities. Security and access controls shall be implemented to prevent unauthorized entry to sites and to protect wildlife from site exposure. The Contractor shall survey existing utilities to determine adequacy and need for modifications to support site activities. The Contractor shall obtain appropriate approvals and shall construct connections or new systems for electrical power, water, sewer, gas distribution, telephone, and other utilities, as required, to accomplish the activities specified in each TO.

**5.3 Demobilization**

The Contractor shall decommission facilities as necessary, and restore the site. The Contractor shall remove any temporary facilities and implement erosion control measures such as seeding, mulching, sodding, and erosion control fabrics; restore roads, structures, and utilities; and plant trees, shrubbery, grasses, and other vegetation. The Contractor shall document and report on activities and train Government personnel to perform required maintenance, as requested.

**6.0 CONSTRUCTION DOCUMENT PREPARATION.**

6.1 Real Property Documentation:

6.1.1 The contractor shall prepare Real Property Data utilizing the DD Form 1354. An Interim DD Form 1354 is required to be submitted by the contractor at 80% completion but not later than 90 days prior to pre-final inspection. To assist the contractor the CE PM will provide corresponding facility numbers, RPUID and category codes for DD 1354 line items. The contractor shall furnish the required quantities and costs for each of the category codes as identified by the CE PM. Beneficial Occupancy will not be granted until the contractor has submitted an acceptable Interim DD Form 1354. The Contractor shall provide a Final DD Form 1354 prior to project closeout and the final progress report being signed by the CE PM and Contracting.

6.1.2 Before Beneficial Occupancy the contractor shall provide detailed information of real property assets of all the building systems as required by the attached Builder Input Sheet.

**7.0 SUBMITTAL REQUIREMENTS**

7.1 As-built Documents. Provide the following:

7.1.1 Final as-built drawings showing the as-built revision date. Revisions to the approved construction drawings shall be shown using a clouded symbol.

7.1.2 Final as-built specifications.

7.1.3 Final DD Form 1354 in compliance with UFC 1-300-08.

7.1.4 Final Shop Drawings –Digital copies specified in para. 7.5.6.4.

7.2 Final Test Reports.

7.2.1 HVAC Test and Balance Reports

7.2.2 Commissioning Reports

7.2.3 Fire Sprinkler Tests.

7.3 As-built Reproduction Requirements.

7.3.1 As-built Drawings: One 22” X 34” set bound together copy of site trailer detailed construction redlines.

7.3.2 As-built Drawings: One (1) compact disc of all digital drawing files in bound AutoCAD (dwg) format including one (1) file of the complete drawing set in pdf format. AutoCAD Files must be fully editable and match the drawings submitted. Partial files, files with missing attachments or layers or files formatted as read only or protected will not be accepted.

7.3.3 Specifications: One (1) set of revised specifications in Microsoft Word format on compact disc.

7.3.4 As-built Shop Drawings: One digital copy of structural steel and fire suppression shop drawings in AutoCAD (dwg) and pdf formats***.***

7.3.5 DD Form 1354: One digital copy and one (1) hard copy.

7.6 Equipment submittals. Provide two copies and contain sufficient literature, catalog cuts, brochures, etc., to show compliance with the contract specifications and plans. Submit with standard AF form 3000, dated, signed and identify by individual specification section the item submitting for. This should correlate to the submittal registrar at project inception. Incomplete AF3000 or sloppy documentation of submittal items shall be rejected and will have to be re-submitted. Items of related equipment or materials shall be submitted at one time. Each copy shall be in a separate binder. Mark all submittals to show choices and applicable options. Equipment submittals shall be given to the Project Manager as soon as possible, but in no case shall submittals exceed twenty one (21) days after the construction start date. No payments will be authorized for materials or work, which do not have approved submittal requirements.

7.6.1 The government will within 14 calendar days return a minimum of one copy of the submittal marked to indicate approval or disapproval or approved as noted.The Contractor shall make any corrections indicated on the submittals. If the Contractor considers any correction to constitute a change to the contract drawings or specifications, written notice will be given to the Contracting Officer. Disapproved items will require resubmission for approval within 14 calendar days of Contractor’s receipt. The Contractor will not be allowed to claim for time because of disapproved submittals.

7.6.2 Submittals approved by the Air Force shall not relieve the Contractor from responsibility for complying with the requirements of this contract (See FAR 52.236-5). No substitutions for approved items, which meet contract requirements, will be allowed without approval of the Contracting Officer. If submittals show variations from the contract requirements, the Contractor shall describe such variations in writing at the time of submission.