



**STATEMENT OF WORK
FOR
GSO-General Services Office
Roof and Water Proofing Repairs**

December 14, 2015

INTRODUCTION

- 1.0 The U.S. American Embassy in Dhahran KSA has a requirement roof replacement, gutter, and associated hardware at General Services Office
- 1.1 Remove existing roof gutters.
- 1.2 Remove existing corrugated metal roof sheets.
- 1.3 Remove existing insulation attached to metal roof sheets.
- 1.4 Repair structure/ rafters of roof wherever it is damaged or weak and apply rust preventive paint.
- 1.5 Lay galvanized corrugated sandwich 5cm thickness panel with one corrugation overlap
- 1.6 Apply sealants between the overlapping sheets before you screw them together, see drawing
- 1.7 Rib height must be minimum 1/2 inch
- 1.8 Ridge covering cap must be 60cm width and must apply sealants between ridge cap and corrugated sheets.
- 1.9 Supply and install 47.5 Meters of new gutter to as existing (see drawing)
- 1.10 Water gutter channel must be galvanized GIA sheet 2 mm thickness (as per sample provided)
- 1.11 Paint inside and outside gutter with epoxy coated steel paint JOTUN or equivalent
- 1.12 Seal joining space between gutter, inner wall, and roof corrugated sheets (see drawing)
- 1.13 Seal the seams of the roof with roofing cement or roofing caulk. Let the cement or caulk dry overnight.
- 1.14 Paint acrylic waterproofing to entire roof including ridge covering cap.

2.0 GENERAL REQUIREMENTS

2.1 The work shall be executed in a diligent manner in accordance with a negotiated firm fixed price and performance period. The period of performance for the project shall be completed in 15 working days. Work shall not be performed after regular office hours and weekends. The Contractor shall have limited access to the building interior except with permission by the Consulate.

2.3 The Contractor shall be required to prepare and submit bill of materials, safety plan and quality control schedules. These documents shall provide the necessary interfaces, coordination, and communication among the Consulate, Overseas Buildings Operations [OBO] and Contractor for the delivery of a completed refurbishment project.

3.0 SCOPE OF WORK

3.1 The Contractor shall be required to prepare and submit a Bill of Materials [BOM] and product data of all materials to be used in the project. The BOM's shall list the materials in sufficient detail that approval for the materials and equipment can be granted without further elaboration or specifications; if needed a sample should be provided. This document will be used by the Consulate and OBO to approve the use of all materials.

3.2 Logistics:

1. Staging/storage areas available on Consulate grounds.
2. Contractor to provide all equipment needed for material handling too.
3. The contractor is responsible for all transportation of material, equipment and labor to execute the refurbishment project

3.3 Removals:

1. Any Items that effect the work space and need to be removed either temporarily and reinstated; or need to be removed all together and reinstated with new shall be accounted for by the contractor and identified and agreed prior to commencement of any work.

3.4 Finishing & Clean up

- Clean area of work and restore all items to their existing conditions.

4.0 CONTRACT ADMINISTRATION

4.1 The Consulate does not make representations or warranties of whatsoever kind or nature, either expressed or implied, as to the quality, level of completion, accuracy, extent of compliance with the standards, codes and requirements described or referred to in this SOW, or the extent of coordination between or among the documents provided to the Contractor.

4.2 Neither the Consulate's nor OBO's review, approval, or acceptance of, nor payment for the services required under this contract shall be construed to operate as a waiver of any rights under this contract or any cause of action against the Contractor arising out of the performance of this contract.

4.3 The Consulate has the right to inspect and test all services called for by the

contract, to the extent practicable at all times and places during the term of the contract. The Consulate OBO staff may perform quality assurance inspections [QAI] and tests during installation to confirm the work is installed according to the SOW.

5.0 RESPONSIBILITY OF THE CONTRACTOR

- 5.1 The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all construction and other services furnished under this contract. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its construction and other services.
- 5.2 The Contractor shall identify a Project Site Manager who shall be responsible for the overall management of the project and shall represent the Contractor on the site during construction. The Project Site Manager shall speak English.
- 5.3 The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the Consulate.
- 5.4 The Contractor shall be and remain liable to the Embassy in accordance with applicable law for all damages to the Consulate caused by the Contractor's negligent performance of any of the services furnished under this SOW.

6.0 CONSTRUCTION REQUIREMENTS

- 6.2 The Contractor shall be responsible for all required materials, equipment and personnel to manage, administer, and supervise the project. All workmanship shall be of good quality and performed in a skillful manner as determined by the Consulate.
- 6.3 All materials incorporated into the project shall be new. The Contractor shall transport and safeguard all materials and equipment required for construction.
- 6.4 The Contractor shall at all times keep the work area free from accumulation of waste materials. Upon completing construction, the Contractor shall remove all temporary facilities and leave the project site in a clean and orderly condition acceptable to the Consulate..

7.0 DELIVERABLE SCHEDULE

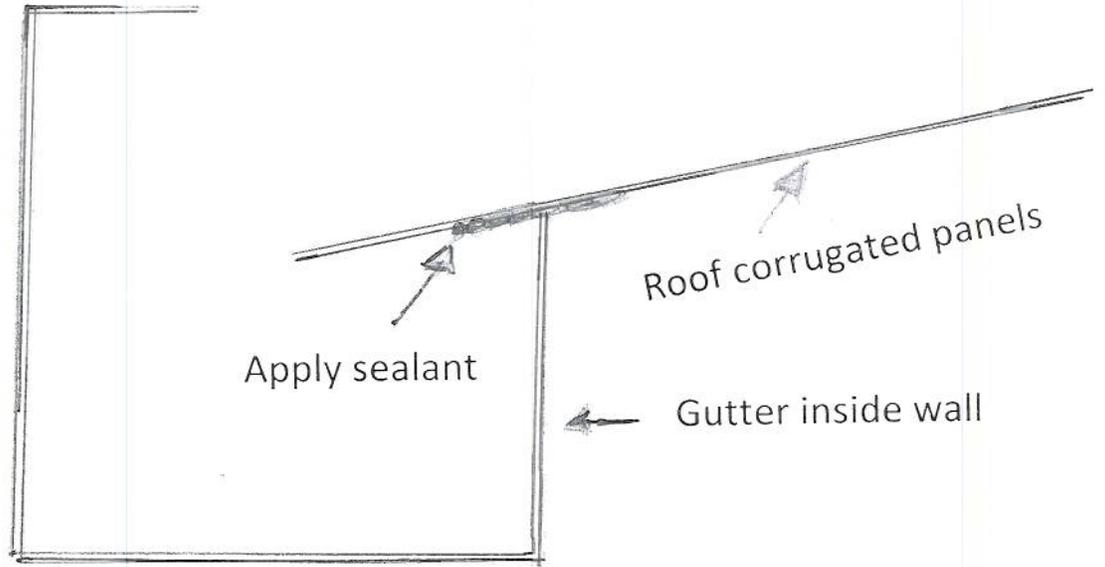
- 7.1 The Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance of the roof replacement project including final cleanup of the premises within the period specified.

7.2	Milestones:	
	Contractor Site Survey	Within 1 week
	Award	Within 2 week after receiving quotes
	Pre-construction Submittals	Within 10 days of Award
	Consulate & OBO Review	2 days
	Construction Begins	Within 2 weeks of Award
	Final Cleanup Begins	2 days prior to Completion
	Work Completion	15 working days

8.0 SECURITY

8.1 This is a non-classified project. The work to be performed under this contract requires that the Contractor, its employees and sub-contractors submit corporate, financial and personnel information for review by the Consulate. Information submitted by the Contractor will not be disclosed beyond the Consulate. Trust us we're the US Government.

END OF STATEMENT OF WORK



Apply sealant

Roof corrugated panels

Gutter inside wall

External metal steel sheet



Self-tapping screw