



## **STATEMENT OF WORK**

### **GENERAL CONSTRUCTION SERVICES**

**For**

**Installation of Heating and Cooling duct work.  
US Embassy Kabul Afghanistan**

**U.S. EMBASSY  
KABUL, AFGHANISTAN**

***JULY 2015***

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## 1.0 PROJECT DESCRIPTION

- **PROJECT SYNOPSIS**

The aim of this Statement of Work (SOW) is for the Contractor to supply materials, labor, tools and equipment necessary for the installation of new duct works.

- **BACKGROUND**

The current facility is being converted from offices to provide temporary living spaces during the ongoing construction phases of the US Embassy.

- **PROJECT BRIEF**

This project involves installation of new fresh air duct works for two floors on the building known as Indiana.

All work and material necessary for the proper repairs is the Contractor's responsibility.

## 2.0 GENERAL CONDITIONS

1. **Fixed-Price Proposal.** The Contractor shall provide one fixed-priced Proposal for the complete Project that includes every aspect of the Work.
2. **Specifications.** The Work shall be governed by the International Building Code, Sheet Metal and Air Conditioning Contractors National Association, International Mechanical code, National Electrical Code 2014 and this Statement of Work. The Contractor is responsible for compliance with all Afghanistan Building Codes; Work not in compliance with the Codes shall be deemed to be unacceptable.
3. **Execution.** The Work shall be executed in a diligent and workmanlike manner in accordance with the negotiated fixed-price, this Scope of Work, the Project Schedule, International Building Codes, and the laws of the City of Kabul, where applicable.
4. **Work Hours.** The construction unless otherwise agreed upon with Facility Management, shall be executed during normal business working hours: Sunday through Thursday 08:00 AM to 4:30 PM and Saturday 08:00 AM to 4:30 PM

5. **Safety.** The Contractor shall be responsible for conducting the work in a manner that ensures the safety of DoS employees, visitors to the US Embassy and the Contractor's employees.
6. **Workforce.** The contractor shall provide all supervision, skilled and unskilled labor needed to perform the work.
7. **Subcontractors.** Contractor shall be responsible for the conduct and workmanship of Subcontractors engaged in the Project, and for Subcontractors compliance with the terms of this Statement of Work. The Contractor is responsible for the behavior and workmanship of Subcontractors.
8. **Modification to Contract.** The Contractor shall not incur any costs beyond those described in this SOW unless directed otherwise in writing by the Contracting Officer. Any work performed by the Contractor beyond this SOW without written direction from the Contracting Officer will be at the Contractor's own risk and at no cost to the Embassy.
9. **Stop Work.** At any time during the Project, the Contracting Officer reserves the right to Stop Work for protection of employees or visitors, security, or any other reason at his/her discretion.
10. **Construction Cost Breakdown.** The Government provided "Construction Cost Breakdown" is for bid comparison only, and the contractor is responsible to field measure and quantify the required materials and tasks as to complete the job.
11. **Submittals.** The contractor is responsible to submit shop drawings prior to fabrication and release of any materials for the FAC Engineer's review and approval. The Engineer's review, however, does not relieve contractor responsibility for the engineering work necessary to complete a working system.
12. **Excavation and Utilities.** Prior to disconnecting any existing utility services, the contractor is responsible to provide 48-hour advance notice to the COR.
13. **Close-out.** Prior to final acceptance, the contractor is to submit to the Engineer marked up drawings (As-Builds) reflecting the work as constructed. The drawings shall be digitally submitted on a CD-ROM in both AutoCAD and PDF format.
14. **Housekeeping.** The contractor is responsible to clean up daily after working hours.

### 3.0 BID FORM

#### Construction Cost Breakdown

No	Descriptions	Unit	Qty	Unit Price \$	Total Price \$
<b>1</b>	<b>Administration</b>				
A	Mobilization / Demobilization	LS	1		
B	Submittals - product data & shop drawings	LS	1		
	<b>Administration</b>			<b>Sub-Total</b>	
<b>2</b>	<b>Construction Work</b>				
A		LS	1		
B		LS	1		
C		EA	1		
D		SL	1		
E	Close-out	LS	1		
	<b>Construction</b>			<b>Sub-Total</b>	
	<b>Items 1&amp;2</b>			<b>Sub-Total</b>	
				G & A	
				Sub-Total	
				Profit	
<b>4</b>	<b>Basic Bid -</b>			<b>Contract Cost</b>	

#### 4.0 ASSUMPTIONS AND CRITERIA

1. The contractor is responsible to field measure and to quantify the required materials to complete the job.
2. It is a responsibility of the contractor to remove debris daily from the compound.
3. The contractor is to complete each floor prior to moving to the other floor.
4. The contractor is responsible for all tools and equipment necessary to complete the work described on the Statement of Work (SOW).

**THE CONTRACTOR IS RESPONSIBLE TO CLEAN UP DAILY AFTER WORKING HOURS**

## **5.0 STATEMENT OF WORK:**

### **Installation of fresh air ducting on two floors**

The project consists of the basic bid as described below:

#### **5.1 General Requirements**

- The Duct construction shall comply with the requirements SMACNA HVAC duct leakage test manual
- All Ductwork shall be galvanized sheet steel(duct gauge shall be 24) ; Lock-Forming Quality: Complying with ASTM A 653/A 653M and Z275 coating designation; Ducts shall have Mill-Phosphatized finish for surfaces exposed to view
- Fabrication Ducts, Elbows, Transitions, Offsets, Branch Connections and other construction according to SMACNA's HVAC Duct Construction standards- Metal and Flexible" and complying with requirements for metal thickness, reinforcing types and intervals, tie-rod applications, and Joint types and intervals
- All 90 degree elbows shall be provided with double radius turning vanes.
- Install flexible connections at the point of connection to equipment in all ductwork systems (Supply, Return, and Exhaust) connected to fans.
- Install access doors to access all fire/smoke dampers.
- The maximum ductwork hanger spacing shall be no more than every 6 feet.
- Install the pressure sensor 2/3 down the ductwork.
- Install all fan controls.
- Install duct heater and controls.
- The supply and return duct shall have 1 inch board insulation with taped corners
- Install all equipment per manufactures suggested guidelines and be compliant with all applicable safety and building codes and standards
- All penetrations through walls shall have Fire Stopping materials
- All duct penetrations through walls shall have Fire Stopping materials applied and Greenheck FD-100 Fire/Smoke dampers installed

#### **5.2 Installation Requirements per below and attached Drawings**

- Supply fresh air duct, diffuser, balancing damper, and Fire/Smoke damper 4 inches wide X 6 inches high
- Return duct work and Fire/Smoke Damper 4 inches wide X 6 inches High, Drop ceiling to be used as a Return Air Plenum
- Return Diffuser in ceiling grid 4 inches wide X 6 inches high
- Heating-Cooling Carrier 42QCRGE- Fix speed Hi-Wall R410A Split system
- Greenheck Fire/Smoke damper, UL Rating 1 ½ hours, Fusible Link of 165F, Type A, FD X Series
- Shower Exhaust Diffuser 4 inches wide x 6 inches high
- Toilet Exhaust Diffuser 6 inches wide by 6 inches high
- Condensate Drain Pipe, Isolation Valves and Little Giant Pump

#### **5.3 Items to be supplied by the Contractor**

- The Contractor shall supply all material and equipment specifications at time of proposal and All materials shall be approved by the COR prior to installation
- The Contractor’s design and schedule shall be approved by the COR prior to the beginning of any work.
- The Contractor shall also include in his proposal a one-year warranty contract.

**5.4 The U.S. Government will supply the following materials and equipment:**

- Fire/Smoke Dampers
- Balancing Dampers
- Heating-Cooling Carrier split system
- Greenheck supply fans and associated controls
- Greenheck return fans
- Greenheck duct heaters and controls
- Fire Stopping Silicate Cement

**III – As Builds**

- Prior to final acceptance, the contractor is to submit to the COR the marked up drawings (As-Builds) reflecting the work as constructed. Three hard copies shall be delivered. The drawings shall also be digitally submitted on a CD-ROM in both AutoCAD and PDF format.

**6.0 PROJECT SCHEDULE**

**1. Approximate dates of pre-award activities**

Pre-Bid Site Survey and conference	o/a	TBD
Bids Due	o/a	TBD
Contract Award	o/a	TBD
Notice to Proceed (NTP)	o/a	TBD

**2. Construction Milestones, from Notice to Proceed**

Notice to Proceed (NTP)	0	Days from NTP
Project Schedule to COR	5	
Project Design Notes / Sketches	15	
FAC Review	5	
Demolition	N/A	

Construction completion	30
Project Acceptance (after punch list)	35

**3. Commencement, Prosecution, and Completion of Work**

The Contractor shall be required to (a) commence work under this contract within five (5) calendar days after the date the Contractor receives the Notice to Proceed, (b) prosecute the work diligently, and (c) complete the entire work ready for use not later than 30 calendar days after NTP. The time stated for completion shall include final cleanup of the premises.

**7.0 DELIVERABLES**

Construction Schedule	5	Days from NTP
Project Design Notes / Sketches	15	
Manufacturer’s Literature	20	
As-Builts, Warranties	25	

**8.0 RESPONSIBILITIES AND PROJECT MANAGEMENT**

- COR.** A Contracting Officers Representative (COR) will be assigned to ensure quality assurance goals are met. The Contractor shall provide the COR access to the site at all times.
- Point of Contact.** The COR shall be the main point of contact for this Project. The Contractor shall report to the COR on (a) status of the Project, (b) changes in Schedule, (c) accidents and safety issues, (d) disruptions to elevator or utility services; and all other important information pertaining to the Project
- English Speaking Representative.** The Contractor shall provide an English-speaking representative on-site during all working hours with the authority to make all decisions on behalf of the Contractor and subcontractors.
- Management Personnel.** The Contractor shall staff the site, full-time, with a competent senior manager who shall perform project management. Remote project management is not an option. This individual shall keep a detailed photographic and written history of the project and shall update the Government weekly.

5. **Site Security.** The Contractor is responsible for on-site security as necessary to ensure no unauthorized access to their work sites. The Contractor is 100% responsible for securing their working materials and equipment. Any damage to facilities or infrastructure, which happens due to a lack of security, will be the responsibility of the Contractor to correct.
6. **Contractor's Temporary Work Center.** The Contractor will be permitted to use a designated area within the contract limits for operation of his construction equipment and office if warranted. If directed by the Contracting Officer, the Contractor shall not receive additional compensation to relocate his operations. The Contractor is responsible for obtaining any required additional mobilization area above that designated. On completion of the contract, all facilities shall be removed from the mobilization area within 5 days of final acceptance by the Contractor and shall be disposed of in accordance with applicable host government laws and regulations. The site shall be cleared of construction debris and other materials and the area restored to its final grade. The Contractor is responsible for maintaining this area in a clear orderly manner.
7. **Health and Safety.** The Contractor shall be solely responsible for risk assessments, managing health, and safety issues associated with this project. The Contractor must provide cold water to all workers at the job sites. Based on hazard assessments, Contractors shall provide or afford each affected employee personal protective equipment (PPE) that will protect the employee from hazards. At a minimum PPE shall consist of eye protection, hard hats, and closed toe shoes. All construction workers and management personnel must wear hard hats at all times on the construction sites. Contractor provided rubber boots and rubber gloves shall be worn when working around concrete placement. Other PPE such as gloves, dust masks, air respirators (sewage work) are also recommended. These items must be provided at the Contractor's expense. Workers may use discretion if they feel unsafe in using the equipment in a hostile environment. Any worker at an elevated location above 2 meters, with the exception of a portable ladder, must be provided and utilize a safety harness.
8. **Progress Payments.** If the contract awardee expects to receive more than one (1) progress payment, the Contractor must submit a broken out Cost Proposal with a Schedule of Values in order to properly calculate the percentage of contract completion.

## 10.0 ATTACHMENTS:



