

**STATEMENT OF WORK  
FOR  
Camp Sullivan  
(K9 DSORT Training Facility)**

7 July 2015

**1.0 GENERAL REQUIREMENTS**

- 1.1 The Contractor shall provide all equipment, material, tools, personnel and supervision to complete this project according to the requirements outlined in the Statement of Work.
- 1.2 The work shall be executed in a diligent manner in accordance with the negotiated firm fixed price and performance period. The period of performance from notice to proceed to completing final punch list items is 60 calendar days.
- 1.3 The Contractor shall perform all work during the U.S Embassy's normal business hours. Normal business hours for the U.S Embassy are Sunday through Thursday, 08:00 AM to 5:30 PM, and Saturday 08:00 AM to 5:30 PM. Work performed outside these hours must be approved in advance by the Contracting Officers or his Representative.
- 1.4 If any of the Contractor performed services do not conform to the contract requirements, the Contracting Officer will require the Contractor to perform the services again until the final product conforms to the contract requirements.
- 1.5 The Contractor will be responsible for the security of his/her tools, materials and equipment left on site overnight, on weekends, or on holidays.
- 1.6 Contractors interested in bidding on this project are strongly encouraged to attend the site visit to examine the elements required by this Statement of Work. There will only be one opportunity to visit the site.
- 1.7 Questions related to this Statement of Work shall be directed to the Contracting Officer, in writing.

**2.0 LOCATION**

- 2.1 Location will be further discussed during walk-through by COR, but at all times on U.S. Embassy controlled property and grounds of Camp Sullivan.

**3.0 RESPONSIBILITY OF THE CONTRACTOR**

- 3.1 The contractor will be required to furnish company badges or identifications for all workers to gain access to U.S. Embassy properties in order to be allowed to work on any U.S. Embassy project. The contractor is also required to provide a list of all workers, with ID numbers, as well as any vehicles and their make, model type and color in writing via e-mail to the U.S. Embassy upon being notified to proceed with any work. All workers present will be required to present an identification to gain access to Camp Sullivan. All contracted employees will be given a visitor badge to wear while at Camp Sullivan.

Additionally, the contractor will furnish their own food and water (drink) for their workers. The U.S. Embassy (Camp Sullivan) is not required to provide these items for workers.

- 3.2 Every contractor working at Camp Sullivan will advise all of their workers that upon entering the U.S. Embassy, Camp Sullivan compound that they are not to wander around from their designated work sites. All contractors will have Camp Sullivan escorts while they perform their work on the compound. Failure to follow this will result in the violators being banned from working on the U.S. Embassy, Camp Sullivan compound again. This may also have an adverse effect on the contractor in regards to bidding on future U.S. Embassy contracts.
- 3.3 The Contractor shall be responsible for the professional quality, technical accuracy, and coordination of all construction activities and/or other services furnished under this contract. Omitting any part of this statement of work from the contractor's proposal will result with the contractor incurring all extra costs in order to complete this statement of work as it is written. The Contractor shall, without additional compensation from the U.S. Embassy, correct any errors or deficiencies in its construction and/or other provided services. The Contractor shall make these corrections within 72 hours after being notified of such errors or deficiencies.
- 3.4 The Contractor shall identify a Project Site Manager who shall be responsible for the overall project management during execution of this contract. The Project Site Manager shall represent the Contractor during construction and impromptu site meetings. The Project Site Manager shall speak and understand English and be authorized to receive and act upon verbal and written instructions provided by the Contracting Officer or his representative, provided these instructions don't alter the material make up of this Statement of Work.
- 3.5 All documents produced for this project and provided to the Contractor by the U.S. Embassy, and/or Contractor produced documents related to this project are the sole property of the U.S. Embassy and shall be returned to the Contracting Officer at the completion of the project.
- 3.6 All materials installed on this project shall be NEW. Installation of used materials is prohibited.
- 3.7 The Contractor shall verify that all materials, equipment, and systems provide operational dependability. The Contractor shall assure that the systems installed are in accordance with International Building Code or US National Electrical Code standards and manufacturers guidance.
- 3.8 Any costs associated with purchased supplies, whether locally procured or imported, or services subcontracted by the Contractor, shall be the sole responsibility of the Contractor.
- 3.9 The Contractor is responsible for job site safety throughout the duration of this project. Appropriate measure shall be implemented to protect both U.S. Embassy and Contractor personnel from accidents. The Contractor must provide his/her employees with the proper personal protective equipment (PPE) to minimize accidents. Typical PPE includes hard-hats, safety glasses, full-body harnesses for fall protection, welding face shields, and any other PPE that may be appropriate. The Contractor shall promptly report all lost

time accidents to the Contracting Officers or his Representative, including disabling or fatal injuries.

- 3.10 The Contractor shall be and remain liable to the U.S. Embassy, in accordance with applicable laws, for all damages caused by the Contractor's negligence to U.S. Embassy property, whether leased or owned. The rights and remedies for the U.S. Embassy provided for under this contract are in addition to any other rights and remedies provided by law.
- 3.11 The Contractor shall maintain an active liability insurance policy, with the appropriate level of coverage, for the duration of this project. The Contractor shall provide the Contracting Officer with proof of insurance coverage either via a Certificate of Insurance, a Surety Bond, or some other means recognize by the construction industry in the Islamic Republic of Afghanistan. The contractor is responsible for the safety & health of its employees. Full compliance with OSHA/International & Afghan safety rules & requirements is mandatory. In addition the contractor shall be responsible for health & environmental requirements. Failure to comply may result in disqualification and removal from the work location.
- 3.12 The Contractor shall keep the work site free of accumulation of waste material and other debris at all times. Disposal of excess material, waste material and other debris shall be the sole responsibility of the Contractor. Upon completing construction, the Contractor shall remove all temporary facilities, construction barriers, excess material and rubbish, and shall thoroughly clean the construction areas.
- 3.13 The Contractor shall warranty all material, equipment and workmanship for one full year after completion of the project. The warranty period will begin when the Contracting Officer accepts the project as being complete.
- 3.14 The contractor shall admit no one to the work location, except as necessary to perform the work as defined in the scope of work, without, in each instance, first obtaining the approval of RSO or GSO Procurement.
- 3.15 Contractor's employees and its subcontractor's employees shall abide by U.S. Embassy, Camp Sullivan security regulations and procedures. Security personnel are authorized to search vehicles, lunch boxes, toolboxes, and persons without prior notification.
- 3.16 Construction activities resulting in overtime which is necessary to protect or complete the work will be to contractor's expense.
- 3.17 The Contracting Officer has the authority to issue a temporary stop work order during the execution of this project. The Contractor shall be compensated with time extensions only if a stop work order is issued, and only for the hours that the Contractor was forced to stop work.

#### **4.0 PROPOSAL AND PAYMENTS**

- 4.1 The Contractor shall provide a firm fixed-price proposal to the Contracting Officer covering all elements of this project. Failure on the part of the Contractor to understand the full scope of this project, or omissions in their proposal will not constitute grounds for

additional payments or contract changes. This Statement of Work is the guideline for the contractor's proposal. The contractor is expected to provide a proposal that addresses every line in this Statement of Work. Failure to include every aspect of this statement of work in the contractor's proposal will not absolve the contractor from performing the work required at the contractor's own expense.

- 4.2 The Contractor shall submit one copy of all payment invoices with the appropriate supporting documents to the Contracting Officer or his Representative. The Contracting Officer or his Representative will determine if the invoice is complete and proper, and if billed services have been satisfactorily performed. If it is determined that the amount billed is correct, the Contracting Officer or his Representative will submit the invoice for payment. Payment will be made within 30 days after submission of a proper invoice. Prepayment for services will not be authorized. If it is determined that the amount billed is incorrect, the invoice will be returned to the Contractor for correction. The Prompt Payment Act only applies once a proper invoice has been received and accepted by the Contracting Officer.
- 4.3 The Contractor shall submit to Contracting Officer's Representative a detailed plan to include expected time frame from beginning of construction until delivery of the products, to include expected delivery date and any foreseeable delays.
- 4.4 All bids will be submitted with detailed description of work to be performed with drawings of fabrications.

## 5.0 **SCOPE OF WORK.**

- 5.1 Construction of Department of State Odor Recognition Testing (DSORT) training facility on Camp Sullivan with the intention of relocating the structure at a later date. Building will be comprised of 7 20' connex containers with an option of a concrete foundation or level gravel foundation to support structure.

## 6.0 **DESCRIPTION OF WORK**

- 6.1 This will consist of 7 – 20' containers cut and welded together so as to convert them into a single open space
- 6.2 The roof system will be fabricated, steel trussed, center pitched system, with galvanized metal roofing, attached with galvanized self-drilling, rubber washered roofing screws
- 6.3 Sand bags are to be placed on top of the container structure, below the roof system for blast protection
- 6.4 There will be a solid core door at each end of the facility, (2 total) with accompanying hinges and hardware for opening, closing and locking the door securely
- 6.5 All weld and door joints will be sealed in order to prevent leakage and provide weather proofing during inclement weather
- 6.6 Walls will be insulated and interior ceiling and wall coverings will be consistent with other interiors of the camp
- 6.7 The floor should be level with a single-piece floor covering throughout (such as rubber or linoleum) so as to prevent separations in the floor that would allow the dogs paw nails tearing up on the floor

## 6.8 **Electrical**

- 6.9 The room will contain 4 outlets near the ceiling, 2 on each side and evenly spaced. In proximity to these outlets will be installed 4 heater/AC unit
- 6.10 3 wall outlets will be installed approximately 18" above the floor, evenly spaced on each side of the container, a total of 6 outlets.
- 6.11 Boxes for 6 dual-bulb, 1 meter fluorescent lights will be installed in the ceiling and 6 lights will be installed
- 6.12 Install dual light switches next to each door to control the lights from either end
- 6.13 Provide conduit, wiring, boxes and all necessary fittings and hardware for 2, one meter, two bulb exterior, weatherproof fluorescent fixtures, 1 mounted at each end of the building with switches to control each
- 6.14 Power connection will be accomplished by coordination with PAE & Aegis in order to identify the power source. The contractor will provide the appropriate cables and breakers and will do the connecting

## 6.15 **Requirements List**

Cutting and welding of containers (leaving 8" toward the ceiling of the open areas to allow container from collapsing)

Placement/craning of containers as required.

Roofing System as described above.

Sandbags for roof.

Exterior paint.

Interior paint.

(2) Solid core entry doors.

Interior wall coverings and insulation.

Aluminum wall coverings.

Floor coverings as described..

All conduit & wire for electrical above.

(4) Heater/AC units.

Hookup & equipment for connection to designated power source

(4) outlets, upper wall mounted for AC/Heaters.

(4) outlets, lower wall mounted

(4) Dual light switch for split lighting control.

(2) dual exterior light switches.

(2) exhaust fans

All wire, conduit, electrical boxes & connectors, etal, as required for electrical

## 7.0 **ACCEPTANCE**

- 7.1 Contractor will provide drawings and parts list for project. All parts and materials used must be new. Contractor is responsible for acquiring all material, supplies and any other parts required to complete the project.
- 7.2 Prior to the start of construction, the Contractor must develop a schedule for material deliveries. This timetable will allow the producer to match unit production with the construction schedule. A copy of the schedule shall be submitted to the COR.
- 7.3 Final designs and materials slated for use must receive RSO and COR approval before work commences on any project. RSO and COR approval is also required for acceptance of any project as complete.

7.4 The US Government reserves the right to reject any material they deem defective and not in compliance with the construction. Contractor will bare full responsibly for replacing any items identified as not in compliance.

## **8.0 Work Requirements and Instructions**

8.1 An Embassy, Camp Sullivan representative(s) shall be assigned as escort(s) during the installation process.

8.2 All materials will be purchased and supplied by the contractor.

8.3 Contractor will be compliant with all directions given from the RSO and COR on the final placement of any items that pertain to this project, due to the projects nature.

## **9.0 U.S. Government Provided Materials**

9.1 Electricity (220 Volt single phase ONLY) service for hand tools will be provided by the Embassy at each location free of charge.

## **10.0 Contractor Provided Materials**

10.1 All tools, ladders and safety equipment such as hard hats, work boots, extension cords, safety harnesses and ropes.

10.2 All items coming into the Embassy will be searched by Embassy security guards and K-9 detection.

10.3 Contractor will be required to provide earthmoving equipment, rollers, vibrating machines, and other construction trucks and equipment, as needed.

10.4 Contractor is advised to provide a generator for any power needs.

10.5 Contractor must provide a water truck on site daily as potable or non-potable water will not be provided or available.

10.6 The Contractor will be responsible for the safety and secure storage of all items delivered to the Embassy for this project for the duration of the project. The RSO section will not provide any form of lockable containers to the contractor. Upon completion of the project the contractor will be responsible for the removal of any company items off of the embassy grounds immediately.

## **11.0 Final Completion and Acceptance**

11.1 Definitions

11.2 "Final completion and acceptance" means the stage in the progress of the work as determined by the COR and confirmed in writing to the Contractor, on which all work required under the contract has been completed in a satisfactory manner in accordance

with the requirements thereof, and except for items specifically excluded in the notice of final acceptance.

11.3 The "date of final completion and acceptance" means the date determined by the COR as of which final completion of the work has been achieved, as indicated by written notice to the Contractor.

11.4 Upon satisfactory completion of all required tests, verification by the COR on the basis of a final inspection of all work sites and services that the work is finally complete, (but subject to the discovery of defects after final completion), and submittal by the Contractor of all documents including Contractor close-out documents, and other items required upon completion of the work, including a final request for payment, and if the COR is satisfied that the work under the contract is complete and the contract has been fully performed, with the exception of continuing obligations there under, the COR shall issue to the Contractor a notice of final acceptance and make final payment as required by the contract.

## **12.0 Work Schedule**

12.1 The contractor shall submit the work schedule or progress graph to the COR for approval. No work on site shall be commenced without the COR's approval.

## **13.0 CLEAN UP**

13.1 Contractor will clean up all excess materials and trash around all work sites upon completion.

13.2 Contractor is responsible for any damage incurred during work operations.

13.3 Contractor will take commands for all material movements from RSO personnel.

13.4 Final trash removal and cleanup is the responsibility of the contractor.