

Date: December 31, 2014

**SUBJECT: Request for Quotations (RFQ) – Inspect/Repair US Embassy Radio Repeater Tower at CDC Botswana, Gaborone**

Dear Prospective Quoter:

The Embassy of the United States of America in Gaborone, Botswana has a requirement for a contractor to: **Inspect/Repair the US Embassy Radio Repeater Tower at CDC Botswana, Gaborone.** You are invited to submit a quotation. The Embassy Plans to award a purchase order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotation to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it. Please read the solicitation carefully, and if you are interested, submit your quotation. The detailed statement of work (SOW) is posted on the Embassy website: [www.botswanausembassy.gov](http://www.botswanausembassy.gov)

A mandatory site visit is strongly encourage through booking an appointment with the following officer: Mike Valerio, [mvalerio@cdc.gov](mailto:mvalerio@cdc.gov)/+267-367-2434 +267 71 33-7765 or Kitso Selotate, [ycg4@cdc.gov](mailto:ycg4@cdc.gov)/ +267 71 33 7871.

In order for a quotation to be considered, you must also submit the following:

1. Information demonstrating your ability to deliver on time
2. Evidence of needed resources to deliver
3. Evidence of relevant licenses and permits required by local law
4. List of prior clients and relevant past performance information
5. Brief explanation why your proposal
6. Names of the contact for this project

Direct any questions regarding this request for quotations to the Embassy Contracting Office telephone #: **(373-2356)** Fax: 395-3951 or email: [gabprocurement@state.gov](mailto:gabprocurement@state.gov) during regular business hours.

Your quotation must be hand delivered to the US Embassy in Gaborone or emailed to the below e-mail address on or before **January 21, 2015 at 2:00 PM.** [gabprocurement@state.gov](mailto:gabprocurement@state.gov) marked as follows:

**Att. GSO-Procurement  
US Embassy Radio Repeater Tower at CDC- Botswana - proposal  
USA Embassy Gaborone  
Government Enclave, Embassy Drive  
Gaborone, Botswana**

**STATEMENT OF WORK  
FOR  
INSPECT/REPAIR OF US EMBASSY RADIO REPEATER TOWER  
CDC BOTSWANA, GABORONE,**

**SECTION 1: GENERAL**

1.1 **SCOPE:** The work to be performed under these specifications consist of furnishing all parts, material, supplies, equipment, labor and transportation, necessary to accomplish: (1) Inspection and structural assessment; (2) maintenance and repair as required; (3) prime and repaint; (4) and relocate guy wires attached to the building roof lintels to the ground at Centers for Disease Control (CDC) Botswana, Gaborone, Botswana, Plot 14818 Lebatlane Rd. The work requires an on-site evaluation of the tower and a structural analysis to relocate the guy wires as there are no existing site plans or drawings for the tower. See tower report attached in appendix 1.

Description of the Radio Repeater Tower: The steel tower is constructed to five (5) – 6.1m summits or sections for a total of 32.5M. There are six (6) guy wires, two (2) of which are ground anchored and the other four (4) guys are attached to the sides of the concrete building roof with metal plates. There are three (3) antennas on the tower. The first section of the tower is surrounded by a security cage. All of the metal connector plates are racked and missing bolts. The electric cabling is well beyond its useful life. There are no drawings or site plans for the tower.

1.2 **COORDINATION:** The Contractor shall be responsible for coordinating all phases of his/her operations with the US Embassy Facility Manager and the CDC Botswana Construction & Facility Manager through the Contracting Officer or the authorized representative. The radio repeater tower support Post One Marine radio communications and impacts on the operational schedule must be scheduled in advance.

1.3 **ACCESS:** The Contractor shall coordinate with the US Embassy Regional Security Officer (RSO) for access to the CDC Facilities.

1.4 **SAFETY:** All regulation pertaining to safety as noted in the Corps of Engineers Manual EM 385-1-1, OSHA Standards, and Base regulations shall be strictly adhered to by the contractor. Particular care shall be exercised in connection with operation of vehicles and other equipment on the site, and in transit to and from the site. Safety barriers and equipment shall be provided by the contractor as required. Ladders, scaffolding and other equipment shall not be left unattended at the job site.

1.5 **DEMOLITION AND DISPOSAL:** All scrap and debris shall be removed from the job site each day and disposed of off base (unless otherwise stated in Section II). The contractor shall remove all rubbish and accumulated materials and scrap from the premises, leaving the job site in a clean, acceptable condition. Any adjacent areas which are damaged by the contractor due to demolition or during construction shall be repaired or replaced to the satisfaction of the Contracting Officer or the authorized representative at no cost to the government.

**1.6 CONTRACTOR EXPERIENCE:** The Contractor must have at least three (3) years of experience in the subject of this specification.

**1.7 HAZARDOUS MATERIALS:** Submit a Material Safety Data Sheet (MSDS) for each chemical/compound proposed for this project to the US Embassy Facility Manager for review and approval prior to delivery to the job site. A hazardous material is defined in Federal Standard DED-STD-313C (Tables I&II). The definition of materials presenting a health hazard or physical hazard is found in 20 Code of Federal Regulations (CFR) 1910.1200(c). The Contractor must compile a Hazardous Materials Report containing description of the hazardous material, brand name, part number, SSL No., unit of issue, quantity issued/used and person(s) issued to. Submit the report at the end of the entire project year to the Contracting Officer.

**1.8 PROTECTION OF PROPERTY:** The Contractor shall be responsible to check and determine that all necessary precautions have been taken to protect all property, both Government and private, in all areas where this contract is being accomplished. Damage caused from failure by the Contractor to exercise care in the performance of work shall be immediately repaired to the satisfaction of the Contracting Officer or designated representative without additional cost to the government.

**1.9 CLEANUP:** The areas where work is in progress shall be kept as neat and clean as is consistent with the work in progress. Material wrappings, containers, etc., which might be scattered by wind or become a hazard to pedestrians shall be placed in appropriate containers, disposed of or otherwise cared for.

**1.10 WORK SCHEDULE:** Working hours for the Contractor will normally be between the hours of 7:30 and 4:30 p.m. excluding Saturdays, Sundays and Federal holidays. If the Contractor desires to work during periods other than above, additional Government inspection forces may be required. The Contractor must notify the Contracting Officer or designated representative three days in advance of intention to work during other periods to allow assignment of additional inspection forces when the Contracting Officer determines that they are reasonably available. If such force is reasonably available, the Contracting Officer or designated representative may authorize the Contractor to perform work during periods other than normal duty hours/days; however, if inspectors are required to perform in excess of their normal duty hours/days solely for the benefit of the Contractor, the actual cost of inspection at overtime rates will be charged to the Contractor and will be deducted from the final payment of the contract amount.

**1.11 AVAILABILITY OF UTILITY SERVICES:** All reasonable quantities of utilities will be made available to the Contractor without charge. Any temporary lines or connections that may be required will be installed, maintained and removed by the Contractor at their own expense and in a manner satisfactory to the Contracting Officer or designated representative. Removal of such connections of lines will be accomplished by the Contractor prior to final acceptance of the construction.

**1.12 WORK SITE MANAGEMENT:** Authorized contractor vehicles and trailers shall be allowed to park inside the security fence to deliver materials or equipment required in support of work under this contract. Vehicles and equipment trailers shall be allowed on site during the

work performance only unless granted written approval prior to the items remaining on site. Authorized contractor vehicles and equipment will be placed so as not to interfere with gates, emergency escape routes, antennas, helicopter pads or any other above ground structures.

**1.15 START OF WORK:** The date for actual Notice to Proceed will be coordinated between the Contractor, Contracting Officer and the US Embassy Facility Manager.

**1.16 SECURITY:**

1.16.1 The Contractor shall protect all government property and comply with all US Department of State physical security regulations and procedures, per this contract and as briefed at the pre-construction meeting.

1.16.2. The Contractor and Government escort/inspector on-site will be responsible for on-site security. The Contractor shall be responsible for Contractor personnel, and equipment.

1.16.3 All Contractor personnel will be restricted to the project construction area within the site designated by the Government Inspector. All activities of the Contractor personnel, while on site, shall be conducted in strict compliance with all site security.

1.16.4 During all on-site work it is the Contractor personnel responsibility to remain in visible contact with the escort/inspector. The Contracting Officer or his designated representative reserves the right to deny entry to any Contractor personnel who refuse to conform to security and/or safety regulations. Delays resulting from such entry denial shall not result in any cost to the Government.

## **SECTION 2: DESCRIPTION OF WORK**

### **A. Requirements**

1. The contractor shall perform a structural analysis on the tower and determine a new supporting guy wire configuration from the ground. The guys must be relocated so that they do not come within 4 meters of the perimeter wall due to a planned wall reconstruction project. Guy poles may be required due to location and proximity of parking areas. The guys must be removed from the facility roof lintels/edges due to cracking of the lintels/parapet walls and the metal connector plates.

2. The contractor shall inspect towers for damage on the tower components and inspect the concrete foundation for cracks or deterioration. The contractor shall identify and repair or replace any necessary structural members, prime and repaint. Tower paint must meet US Federal Standard 595 color #17875 for the white and color #12197 for the aviation orange. Ensure that the coating has an alkalinity that will etch into the zinc

and form a chemical bond. If the contractor discovers bent or broken truss sections on the towers, they must be replaced. Concrete foundation inspections will consist of a visual evaluation; a technical evaluation is not required. Foundation damage shall be repaired. More specifically:

- a. Remove corrosion, rust, or scale from tower assemblies and coat with proper compound, primer, or paint;
- b. Check tower structure and repair/replace items needed for correction;
- c. Inspect and repair and secure any damaged cable assemblies to include RF cable or electric;
- d. Replace damaged or corroded connectors as necessary;
- e. Replace damaged antennas as required;
- f. Replace damaged antenna securing hardware;
- g. Perform VSWR checks.

3. The contractor shall check and tighten as needed bolts. The bolt tightening requirement includes the electrical conduit and associated electrical equipment on the towers. The contractor shall replace any bolts that are broken, corroded, stripped, worn or missing with the same size and strength bolt or equivalent replacement.

4. The contractor shall change the bulbs and clean the globes for the aircraft warning lights. Bulb replacement and globe cleaning shall be performed. The bulbs shall be the same make and type of the existing bulbs or equal.

5. The contractor shall check and test for current continuity on the electrical grounding conductors. Replace any missing, broken, or non-functional electrical conductor/grounding equipment that may be deemed necessary with the same type, size or equal to the existing conductor.

6. The contractor shall completely re-wire all electrical components including but not limited to wire, conduit, and attachments. Wiring components will match existing in size and grade.

7. The contractor will replace all rusted bulb sockets with new in kind sockets.

8. The contractor shall coordinate operational tests with the tower and the repeater radio equipment with the US Embassy Facility Manager and the US Embassy Information Manager prior to final acceptance. Test and inspect polyphaser and lightning rod protection. Replace as necessary. Provide DOIM COR/DOIM POC with documentation updates to include Grounding Certification, VSWR readings, location/height of antennas.

9. Contractor shall provide training certifications in RF Awareness, Tower Climbing, Climber Rescue/Recovery, and First Aid/CPR.

10. Contractor shall have Climber Rescue equipment and an OSHA approved First Aid Kit on site.

11. Contractor shall possess a Me ohmmeter for performing proper ground tests, and a Site Analyzer for performing RF Cable Sweeps. All test equipment shall possess annual re-calibration certification for accuracy.

12. Contractor shall follow all safety guidelines and best practices outlined by The American Society of Engineers (ASSE), and Occupational Safety and Health Administration (OSHA) or equivalent.