

STATEMENT OF WORK
FOR
FIRE SPRINKLER SYSTEM MAINTENANCE

Project No. SAQMMA-07-C0060

U.S. EMBASSY

March, 2012

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U.S. DEPARTMENT OF STATE

U.S. Embassy Ouaga,Burkina Faso

1.0 INTRODUCTION

- 1.1 The United States Department of State (DOS) requires services to perform maintenance on the fire pump and fire sprinkler system as required by the NFPA 25 standard.
- 1.2 Service work to the fire pump and sprinkler system must be completed in accordance with the following:

NFPA 25; Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems
NFPA 13; Installation of Sprinkler Systems
NFPA 72; National Fire Alarm Code
NFPA 20; Installation of Stationary Pumps for Fire Protection

- 1.3 The Chancery, located at *Ouaga200,Av.SEMBENE Ousmane,Sect.15*, is protected by an existing fire sprinkler system with a fire pump. The sprinkler system includes a **ITT A-C PUMP,1250 gpm** pump and **METRO Inc.** controller.

Property ID	Office Type	LOCATION
1500	Chancery	NEC Ouaga.Burkina Faso

2.0 OBJECTIVES

- 2.1 The purpose of this scope of work is to define the requirements for the maintenance tasks associated with the wet fire protection system. **The intent of this Task Order is to fully service and maintain operation of the chancery sprinkler system. Work shall be done in accordance with the project SOW, specifications and be compliant with referenced codes.**
- 2.2 Restore full monitoring of fire sprinkler functions at fire detection/alarm panel.
- 2.3 The serviced fire sprinkler system shall operate in accordance with NFPA 13, 25 and 72 as well as the original design intent at installation.

3.0 GENERAL REQUIREMENTS

- 3.1 The Contractor shall provide all repair services necessary to meet objectives shown in 2.0 above.
- 3.2 All flow tests are to be performed at system designated test points/valves.

SPRINKLER/STANDPIPE SYSTEM MAINTENANCE REQUIREMENT CHART:

Device	Weekly	Monthly	Semi-annual	Annual
All fire system valves including hydrants & yard sectional valves		Inspect	Exercise	Exercise
Flow alarm devices		Inspect	Flow Test	Flow Test
Gauges		Inspect		
Sprinkler heads				Inspect
Main Drain: control assembly or valve				Flow Test; record static and residual pressures
Dry System low point drain		Inspect/drain		
Hi-Lo pressure alarm			Test	Test
Tamper switches			Test	Test
Standpipe hose valves				Flow test-exercise

DRY & PRE-ACTION SPRINKLER SYSTEMS:

Device	Weekly	Monthly	Semi-annual	Annual
Valve priming water level			Inspect: add/drain as needed	
Low air pressure switch			Test	
Heat monitor of valve room enclosure				Test
P/A: Full flow trip test				Flow test
Dry: Full flow trip test				3 YEARS
Pressure relief valve	Inspect for proper setting			

ELECTRIC FIRE PUMP MAINTENANCE REQUIREMENT CHART:

Device	Weekly	Monthly	Semi-annual	Annual
Fire Pump (pressure start)	Run Test (10min)			Flow Test, Plot Curve Points
Coupling alignment				Inspect
Lubricate pump bearings				X
Isolating switch & breaker		Exercise		
Operate manual start			Exercise	Flow Test
Start on emergency power				Exercise
Start/stop pressure setting				Inspect
Pumphouse heat/ventilation functional?	Inspect			
Pump Room drains	Inspect			

DIESEL FIRE PUMP MAINTENANCE REQUIREMENT CHART:

Device	Weekly	Monthly	Semi-annual	Annual
Fire Pump (pressure start)	Run Test (30min)			Flow Test, Plot Curve Points
Pressure relief valve	Inspect			
Coupling alignment				Inspect
Lubricate pump bearings				X
Fuel level	Inspect			
Spills, vents	Inspect			
Operate manual start			Exercise	Flow Test
Engine oil	Inspect			
Engine oil/filter				Change
Heat exchanger water flow	Inspect			
Start/stop pressure setting				Inspect
Engine exhaust	Inspect			
Pump-house heat/ventilation functional?	Inspect			
Battery	Inspect			
Pump Room drains	Inspect			

WATER TANKS:

Device	Weekly	Monthly	Semi-annual	Annual
Silt in tank		Inspect		
Water level		Inspect		
Water temperature above 40F	Inspect			
Valves			Exercise	
Tank Interior				5 YEARS

- 3.3 All parts and materials will be government furnished equipment (GFE). See lists for furnished materials (attachment C).
- a) The Contractor shall provide all tools necessary to perform the work as specified in this SOW.
- 3.4 The contractor shall be responsible for removal and replacement of all ceiling tiles affected by the work. Contractor shall dispose of any unused pipe, excess materials or other construction debris.
- 3.5 Qualified Mechanic. Contractor personnel conducting sprinkler and fire alarm system work and/or testing shall be qualified and experienced in accordance with Section 4.3.3 of NFPA 72, *National Fire Alarm Code*.
- 3.6 Acceptance of Work. The Contractor shall provide certification that work was approved and accepted by the POC at post. The Contractor shall fill out the work order completion form (attachment D) showing work was completed as required in section 3.0 and 4.0 of this SOW and provide the form to the Post Facilities manager or his official representative. The contractor must submit validation that work was completed satisfactorily with request for payment.
- 3.7 The Contractor shall coordinate all work and testing of systems with the POC at post.
- 3.8 Contractor shall provide security and travel information to Post for personnel traveling to post for generation of the country clearance cable. Information shall be provided at least 14 days prior day of travel.
- a) Full name.
- b) Date of birth.
- c) Place of Birth
- d) Social security number.
- e) Dates of visit.
- f) Level of clearance.
- g) Name of Company for third party contractors.
- h) Flight Itinerary
- i) State whether meet and assist at airport is needed.
- j) State whether post is requested to arrange lodging/hotel accommodations.
- k) State whether laptop, digital cameras or other electronics is needed for the task.

4.0 SPECIFIC REQUIREMENTS

4.1 Alarm Devices:

- a) All sprinkler alarm devices shall be serviced per the table in section 3.0. Verify alarm panel device description/location for accuracy.
- b) All sprinkler flow initiation devices shall alarm within 90 seconds.

4.2. Tamper Switch:

- a) Switch shall give immediate activation of supervisory signal at the fire alarm panel.

4.3 System Checks:

- a) No visible water leaks or standing water (clogged drains).
- b) Record all test data, static pressures, residual pressures
- c) Fire pump test shall not activate general alarm (denotes system pressure problems).
- d) During weekly pump runs: verify fire pump and jockey pump start and stop pressures.
- e) Jockey pump stop pressure shall be equal to or higher than fire pump churn (zero flow) pressure. Jockey pump run cycles should be no more than 10 runs within a 24hr period.

4.4 Dry Sprinkler Valves:

- a) All systems must be drained for a minimum of 4 hours following a valve trip test.
- b) Inspect for excessive compressor run.
- c) Check for proper system air pressure per manufacturer's cut sheet

5.0 ACOR AND POC AT POST

5.1 All questions concerning the scope and requirements of the U.S. Embassy, shall be directed to the ACOR (see below):

ACOR
KIM Kwang
Kimkh3@state.gov
Tel:0026-70-20-23-09

5.2 The Point of Contact (POC) will be the contractor's contact at the U.S. Embassy. The POC will assist and direct the contractor when scheduling work, obtaining approved local supplies, and liaison with Embassy personnel during the course of the Project. All questions concerning coordination of installation activities while at post shall be directed to the POC

(see below):

POC at Post
JAMES SISSON
sissonJC@state.gov
Facility Manager (FM)
Tel:0026-77-50-01-15

6.0 TASK ORDER PROPOSAL REQUEST

6.1 The contractor shall, within seven (7) calendar days of the receipt of a Task Order Proposal Request, submit to the CO, a proposal for the project. The cost shall be reimbursable for per diem and transportation based on actual costs submitted by the Contractor. Remaining costs shall be Firm Fixed Price. Site visit date will be established in the letter request for the site visit. Cost proposal shall include amounts for the following:

- a. The required number of labor hours by labor classification and labor rates.
- b. Travel, lodging and per diem rates in accordance with the Federal Travel Regulations/Joint Travel Regulation, and other similar costs.
- c. Airfare costs.
- d. Cost loading.
- e. Total proposed price.

6.2 Contractor shall provide a project schedule showing (at minimum) start/completion dates for the project.

7.0 SECURITY CLEARANCES

7.1 Work within the CAA must be performed by cleared American workers having Top Secret security clearances.

8.0 PAYMENTS

8.1 The Contractor shall receive payments per the basic contract.

8.2 The contractor must provide the completed form showing work was accepted by post, with the invoice.

9.0 ATTACHMENTS

9.1 If required, the following attachments can be provided for the Contractor:

- A. Pictures of pipe and existing flow-switch.
- B. OBO Specification 13851A.
- C. List of items provided by the government.
- D. Work Order Completion Form.

END OF STATEMENT OF WORK