

STATEMENT OF WORK

1.1. Overview

American Embassy is going to contract for the source of heat / boiler's replacement at the U.S. Ambassador's Residence in Prague 6, Bubeneč according to a prepared design documentation which is a part of client's materials provided in a selection proces. The new system will be fully operational and all areas involved in the work will be restored for a complete project.

The source for the heating of the building is a gas low-pressure boiler room situated in the basement in a separate room.

Hot water is prepared with the help of other sources, installed in other premises - this will be kept. Also, it will remain a separate circuit for heating in bathrooms out of the heating season, tied to the existing boilers, which will be connected to the new heating functional group.

The requirements of binding standards applicable in the Czech Republic (regarding the work and functional groups in question) will be respected.

1.2. Scope of work and Deliverables

Scope of work includes:

- 1) Working out the heating source system offer according to an implementation design provided by client. The offer will include revision of boiler room EPS and will be described in detail the way of pipes insulation and the connection cables adjustment.
- 2) Prior to the commencement of the work, and for approval by the Embassy, the contractor will prepare a schedule for the works indicating at a minimum the delivery time of the new boilers, the demoliton schedule, the installation sequence, the civil works schedule, and the planned completion of the work. Cleaning up after the job will have to be done daily before closing time of installers.
- 3) Delivery and installation of boiler units including fittings, piping incl. insulation, cabling for reconnection to the current piping , moldings and material for reconstruction of degraded parts of boilers flue gas ducting. All boiler will be fully equipped and connected to the power source.
- 4) Construction work related to installation of units, pipes, cables, raceways and supporting frames. Delivery and installation of supporting frames (if required) including their fixing on the walls. All piping and cables will be minimized and concealed behind approved raceways. Final fixing, patching, painting and cleaning of any damged surfaces and affected areas.
- 5) Putting boilers units into operation and testing in the presence of the COR.
- 6) Operation and maintenance training of Chancery maintenance staff; contractor will provide maintenance manuals for the new units with the training.
- 7) Installation of boiler units shall be performed in accordance with the installation manual of the units' manufacturers.

- 8) Removal and disposal of all of rubble, waste and residual materials and handover of a written confirmation of their disposal under the law.

Offer will include:

- Offer budget
- List of materials and devices
- Technical specification of used materials and devices
- Work schedule

Handover documentation shall include:

- Actual performance documentation incl. appropriate drawing and Technical report
- Operational and maintenance manuals
- Declarations of conformity
- Test protocols
- Safety data sheets
- Electrical Inspection Record
- Emission protocol
- Revision Records of the chimneys routes
- Book of implemented devices
- Handover protocol

Handover of the completed work incl. documentation of real implementation will be made incl. handover protocol with the signatures of the parties and the record in site diary on completion of the work.

Other mandatory requirements:

- 1) Contractor shall review and get familiar with this SOW including attachments that are integral parts of the SOW.
- 2) Contractor shall perform a site survey to verify in the field all existing conditions that will be affected by the new installation work including measuring of distances and spaces.
- 3) Contractor shall use the opportunity of the site survey to develop a Bill of Materials (BOM) for all necessary material required for the complete and functional installation and related work.
- 4) Duration as well as execution of the installation and construction must not conflict or impact operation of the building.
- 5) Contractor shall coordinate, with US Embassy, Contractor's construction personnel respective access to the site, as well as procurement and storage of all construction and installation material.
- 6) Contractor shall observe conditions of work safety in accordance with all Safety Codes that are compulsory in the Czech Republic and assumes all responsibilities in case of their violation

- 7) Contractor shall, in coordination with US Embassy, determine construction area limit, including the lay-down site for the construction material as well as container for demolition material.
- 8) The offer shall include list of all boiler units and materials that will be used including manufactures and warranty period.
- 9) All materials used on the installation must be new and in accordance with recommendation of boiler units' producer. The materials must have all needed clearances and certificates including warranty from manufacturer.
- 10) Before start of work contractor shall develop and submit for approval detailed work and techmnological procedures including time schedule of work with a special attention to the steel welding and metal cutting..
- 11) Contractor shall provide technical and safety data sheets of materials for inspection and approval prior to the commencement of the work.
- 12) Upon approval of the above requirements and issue of Notice to Proceed Contractor shall proceed with the execution of the construction in accordance with the approved project schedule and approved material.
- 13) Contractor shall assign a Project Supervisor that will permanently be present on site during performance of work. Project supervisor needs to be able to communicate in English.
- 14) Contractor shall provide service no later than 24 hours after reporting of a failure.
- 15) Warranty period is minimum 5 years.

1.3. Schedule

Contractor shall develop an installation schedule and phasing plan for US Embassy review and approval. Duration as well as execution of the installation and construction must not conflict or impact operation of the house in question.

Start of Work: Work shall commence according to an agreed upon date that is decided between the contractor and the COR, but in no case shall work start later than 40 days after the issue date of the contract.

Duration of Work: The duration of work shall be no longer than 20 working days.

1.4. Required Qualification for Potential Contractors

Contractor shall have technical capabilities to perform this contract which includes but is not limited to delivery and installation of these types of devices, mechanical work, electrical work, construction work, welding. Subcontractors may be used for the construction portion of the work as long any subcontractors meet the qualifications required in this solicitation and with the approval of those subcontractors prior to the start of the work.

Contractors shall have extensive experience (minimum 7 years) in installation and maintenance of these devices and a minimum of five years' experience for all related construction works that will be performed within this project.

Offerors shall provide no less than five (5) references that they have already performed similar projects with the same or similar types of material, technology and systems. The references must include:

- number and type of installed boiler rooms
- name of client and address of installation
- contact to the client's representative who can provide information related to installation and operation of the installed boiler rooms

Contractor shall issue/provide all technical documentation and required drawings in both English and Czech language.