



(Revised)

STATEMENT OF WORK

FOR-S-049

(RESIDENCE)

GENERAL CONSTRUCTION SERVICES

For

**MAKE READY OF COMPOUND
HOUSING TO MEET INTERNATIONAL BUILDING
AND SAFETY CODES.**

U.S. CONSULATE

Erbil, IRAQ

SEPTEMBER 17, 2014

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1.0 PROJECT DESCRIPTION

1. PROJECT SYNOPSIS

The project is described as “Make Ready of Property Number: S-049 (Residence) at the US Consulate, Erbil, Iraq.

The Contractor should furnish all necessary materials, labor, transportation, equipments, investigation and supervision, etc. Work will performed within in fixed-price contract.

2. BACKGROUND

At present the Residence S-049 does not meet US life safety, comfort nor security standards. The Residence must be upgrade to address various things such as plumbing, electrical, mechanical and security concerns.

3. SOLUTION

Improve life safety conditions by replacing electrical internal panel, and installing Ground Fault Circuit (GFI) for all areas as required. Confirm, repair and/or replace the ground in all electrical circuits within the building. Install additional circuits as necessary. Upgrading the electrical system by changing the Load Center(s) with a molded panel; make sure all the power outlets and equipments are grounded. Put all the wires and cables in conduit and using a water proof cover for all outdoor power outlets. Paint the exterior and interior.

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 US Consulate, Erbil, Iraq. International Codes, which includes the National Fire Prevention Association (NFPA), International Building Code, International Mechanical Code, International Plumbing Code, and National Electric Code (NEC), also are applicable. Should there be a discrepancy between the US Consulate Specifications and the applicable Building Code, the more stringent of the two shall govern. NECA 90 and NESC/IEEE C2

The Contractor is responsible for compliance with all 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 Erbil where applicable.
4. **Work Hours.** Unless otherwise agreed with COR or the Facility Manager, the Work shall be executed during normal Embassy work hours. Night, weekend or holiday work shall not be permitted except as arranged in advance with Facilities Management and COR. Embassy holiday schedule is available from Facilities Management or COR.
5. **Safety.** The Contractor shall be responsible for conducting the work in a manner that ensures the safety of residents, employees and visitors to the Embassy, and the Contractor's employees.
6. **Workforce.** The contractor shall provide all supervision, skilled and unskilled labor needed to perform the work. The contractor shall comply with embassy security policy by providing embassy approved escorts. Contractor provided escorts shall be in quantity sufficient to comply with RSO escort ratios for number of workers on the project. The contractor shall prepare requests to RSO for vetting of employees to get escort badges. The Contractor or government may request for workers to be badge for unescorted Embassy access by going through RSO vetting process.
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 while on RRT property.
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 RRT.
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. **Submittals.** The contractor is responsible to submit shop drawings prior to fabrication and release of any materials for the Facility Manager, COR and OBO/PDCS/DE/EE Review and

approval. The Facility Manager review, however, does not relieve of the contractor's responsibility for the engineering work as to provide a complete working system.

11. **Excavation and Utilities.** The contractor is responsible to locate all existing utility lines prior to any excavation. Prior to disconnecting any existing utility services, the contractor is responsible to provide 48-hour advance notice to the COR.
12. **Close-out.** Prior to final acceptance, the contractor is to submit to the COR marked up drawings (As-Built) reflecting the work as constructed? The drawings shall be digitally submitted on a CD-ROM in both AutoCAD and PDF format.
13. **Housekeeping.** The contractor is responsible to clean up daily after working hours.

3.0 BID FORM

Construction Cost Breakdown: S-049- Residence, Erbil, Iraq

Building Number; S-049

US CONSULATE ERBIL

No	Descriptions	Unit	Qty	Unit Price \$	Total Price \$
1	Administration				
A	Mobilization / Demobilization	LS	1		
B	Submittals - product data & shop drawings	LS	1		
	Administration			Sub-Total	
2	Construction Work				
A	Architectural	LS	1		
B	Mechanical-Plumbing	LS	1		
C	Electrical	LS	1		
D	Voice and Data Cabling	LS	1		
E	Close-out	LS	1		
	Construction			Sub-Total	
3	DBA Insurance				
A	Contractor shall cover each of its workers at the site with DBA Workers' Compensation coverage, and require its subcontractors to do the same. Contractor must furnish certificate evidencing this coverage to Engineer prior to starting work.	LS	1		
	DBA Insurance			Sub-Total	
	Items 1 thru 3			Sub-Total	
				G & A	
				Sub-Total	
				Profit	
4	Basic Bid -			Contract Cost	
A	Bid -			Contract Cost	

4.0 SCOPE OF WORK:

Make Ready of Property Number: S-049 (Residence) "Make Ready" the contractor shall be providing all materials, tools and equipments, labors, transportation, and supervision.

1. General Requirements

- a. Within 1 days of Notice to Proceed, the contractor shall provide to the COR a project schedule showing start to completion including significant milestones.
- b. Within 2 days of Notice to Proceed "NTP", the Contractor shall provide to the COR details of the proposed installation utilizing written description or sketches or both.
- c. The contractor is responsible to dispose of the construction debris outside of the RRT Compound. Include, but not limited to soils, rock excavation, packing materials and scrap steel.
- d. The contractor is responsible to properly layout and prepare for the renovation based on locations provided by FAC.
- e. When pursuing the work, the contractor is to take extra care as not to damage existing structure.
- f. All construction work will be in conformance with the following Codes:
 - f1) International Building Code, 2009 Edition plus the 2011 OBO International Code Supplement.
 - f2) International Plumbing Code, 2009 Edition plus the 2011 OBO International Code Supplement.
 - f3) International Mechanical Code, 2009 Edition plus the 2011 OBO International Code Supplement.
 - f4) International Fire Code, 2009 Edition plus the 2011 OBO International Code Supplement.
 - f5) National Electric Code, 2009 Edition plus the 2011 OBO International Code Supplement.
 - F6) International Residential Code 2009 Edition plus the 2011 OBO International Code Supplement.
 - F7) National Fire Protection Association, NFPA 101 & NFPA 58
 - F8) ICC/ANSI A117.1-98 Accessible and Usable Buildings and Facilities

A. ARCHITECTURAL

General Notes for the Building:

1. Clean and polish all floors (interior and exterior) to original condition. Removing all plaster and other materials. Level interior floors as needed.
2. Patch and Paint Interior walls and ceiling.
3. Patch and Paint building Exterior walls including perimeter.
4. Patch and Paint Exterior Window grills where necessary.
5. Prior to painting and patching pressure wash exterior of building and the perimeter walls.
6. Repair and finish all interior and exterior walls prior to painting-filling cracks, removing Nails, etc. from the walls.
7. All exterior and interior electrical and plumbing to be run in conduit that is esthetic to the building.
8. Increase the height of each interior door. Provide and install new wooden door and frame with new hardware. Remove and discard the existing doors and frames.
9. Remove and discard the existing front wooden entrance. Provide and install new metal door within the specification listed below:
 - a. One 3mm metal sheet on each side.
 - b. Door handle and lock.
 - c. The doors is going to swing outward, the hinges must be made non-removable.
 - d. Doors should not have glass openings, as there will be door viewers (peepholes).
 - e. The door viewer should be installed no higher than five feet from the floor.
 - f. The locks (2locks) should be a sliding deadbolt lock on the interior side of the door that penetrates into the frame and second into the floor of the house.
 - g. The frame of the door should be substantial and secured with screws penetrating 3”.
 - h. The doors should be at 4cm thick. Provide sample for COR approval.
 - i. Door Handle for each door. Provide sample for COR approval.
 - j. The door frame color should be matching the new door color. Provide one sample metal piece to COR for approval.
 - k. The doors and frames shall be paint hammer paint (like S-009 doors). Install the locks (all) and then paint the door (locks is not included).
 - l. Provide and install Isolation materials between the sheets of each door to reduce the heat temperature.
 - m. Provide and install a high quality automatic door lock for each door
10. Provide and Install in all bathrooms, shower, sink, toilet and the following bathroom fixtures: mirror above sink, towel rack, toilet and paper towel holders, shower curtain rod with the shower curtain, shower and sink shelving for toilet articles (shampoo, soap, etc), and handrail in the shower-as a safety item. Shower Cabinet Design will be determined during the walk thru.

11. Provide and install in Kitchen and Bathrooms a 25cm exhaust fan with louvers in the wall and switch located at the entrance with the light switches. Cut wall for installation.
12. Remove and discard all debris in/on and around the building.

B. MECHANICAL WORK

1. Provide and install P-traps on all drains except toilet.

D. ELECTRICAL WORK

1. Provide and install a new outdoor service entrance NEMA 3R panel with embedded sub-meter. Rated 250A, 230/400V (3-Phase 4-wire plus ground) with 250A main circuit breaker and 42 breaker positions (Single pole breakers). Panel Board ampere interrupting capacity (AIC) rating shall be greater than the ampere short circuit available from the utility company at the panel. SPD/TVSS surge protection to coordinate with SOW page 18 paragraphs 14.0 Lightning and Surge Protection.
2. Establish a ground from panel to two ground rods (the ground rods must meet local codes) 3 meters long and spaced not less than 1.8M apart). Connect 35mm sq copper wires to each ground rod and the city water pipe to the main circuit breaker Panel. Impedance of ground path for any electrodes may not exceed 25 ohms. (NEC 250.56)
3. All circuits inside the house shall be in EMT conduit or similar.
4. GFCI Receptacles Shall not be used. Outlets designated GFCI protection shall be fed from a GFCI circuit breaker. One GFCI breaker, rated for 10mA or less ground fault trip. 50Hz, 240V (line to ground) shall be installed in an enclosure adjacent to the first receptacles in the branch circuit. The breaker will provide ground fault protection for all receptacles in the circuit. Receptacle circuits in all wet areas are to be protected by the GFCI circuit breakers (kitchen, bathroom, outdoors).
5. Provide and install weatherproof **energy-efficient** outdoor lights where existing lights are presently installed. Remove and dispose of existing lighting fixtures.
6. Remove and dispose all unused wires, cables and panels. Repair any damage caused by work performed. Clean all work areas.
7. Provide and install new copper wiring throughout the building. The wiring to be THHN/THWN insulated, 600Volts rated equal to NEC #12 (4 mm square). Remove and dispose of all replaced wiring.
8. Conduits and Protection: All wiring and cabling shall be installed in metal conduit or raceway.
9. Provide and install an electrical outlet along all Interior walls 3 meters apart in each room.
10. Provide and install new Fluorescent lighting fixtures (square down light types) with covers on each Interior wall with switches located at the entrances of all rooms. Remove and dispose of all existing lighting fixtures.
11. At the first landing between the two stairways and at the top landing provide and install fluorescent lights with cover. Provide and install a 2-way switch at the bottom floor and the top floor of the stairway.

12. Provide and install electrical outlet in Bathrooms to include one for the newly installed exhaust fan. Exhaust fan to be on separate switch at door next to light switch.
13. Provide and install **energy-efficient** outdoor lights at each apartment entrance and balconies (front and rear) with switches on interior side of door way.
14. Provide and install new electrical receptacle at the roof top water tank for the new water pressure pump.
15. The contractor will provide a written report/form verifying the each receptacle has been inspected and passes an Ohmmeter AC ground fault loop impedance test along with a ground connection test.
16. All receptacles shall be 2-pole, 3-wire ground type. They must be local type or NEMA type receptacles.
17. Local standard receptacles may be rated 240v, 13A or 16A.
18. Coordinate with OBO/OPS/FIR/FPE for any residence special fire protection such as smoke alarms. Document reference requires all non-permanent housing units shall be protected with listed multiple-Station residential smoke alarms capable of initiating the alarms of all units in the residential cluster.
19. Modifications and or addition to the existing electrical system shall be evaluated by licensed professional Electrical engineer.

F. Closeout

1. At completion of work, the Contractor shall clean any impacted areas to a condition equal to original condition.
2. All shipping materials and construction debris are to be disposed of in a legal manner outside of the Compound.
3. Prior to Final Acceptance the Contractor shall submit to the Contracting Officer Representative marked up drawings (As-Built) reflect the work as constructed. The drawings shall be digitally submitted on a CD-ROM in both AutoCAD and PDF format.

SAFETY (FAR 52.236-13 Accident Prevention.)

1. The Contractor shall provide and maintain work environments and procedures which will:
 - (a) Safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities.
 - (b) Avoid interruptions of Government operations and delays in project completion dates.
 - (c) Control costs in the performance of this contract.
2. For these purposes on contracts for construction or dismantling, demolition, or removal of improvements, the Contractor shall-
 - (a) Provide appropriate safety barricades, signs, and signal lights
 - (b) Comply with the standards issued by the Secretary of Labor at 29 CFR part 1926 and 29 CFR part 1910
 - (c) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for the purposes are taken.

3. Contractor shall comply with all pertinent provisions of the latest version of U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, in effect on the date of the solicitation.
4. Whenever the Contracting Officer becomes aware of any noncompliance with these requirements or any condition which poses a serious or imminent danger to the health or safety of the public or Government personnel, the Contracting Officer shall notify the Contractor orally, with written confirmation, and request immediate initiation of corrective action.

This notice, when delivered to the Contractor or the Contractor's representative at the work site, shall be deemed sufficient notice of the noncompliance and that corrective action is required. After receiving the notice, the Contractor shall immediately take corrective action.

If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any equitable adjustment of the contract price or extension of the performance schedule on any stop work order issued under this clause.

5. The Contractor shall insert this clause, including this paragraph (e), with appropriate changes in the designation of the parties, in subcontracts

5.0 PROJECT SCHEDULE

1. Approximate dates of pre-award activities

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

2. Construction Milestones, from Notice to Proceed

Notice to Proceed (NTP)	0	Days from NTP
Project Schedule to OBO	1	
Project Design Notes / Sketches	2	
FAC Review	20	
Procurement, Shipping	25	
Fabrication	35	
Construction Completion	40	
Project Acceptance	40	

3. Deliverables

Construction Schedule	5	Days from NTP
Project Design Notes / Sketches	10	
Submittals for Major Equipment	10	
Manufacturer's Literature	40	
As-Built, Warranties	40	

4. Commencement, Prosecution, and Completion of Work

The Contractor shall be required to (a) commence work under this contract within one (1) 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 ten (40) calendar days After NTP. The time stated for completion shall include final cleanup of the premises.

6.0 RESPONSIBILITIES AND PROJECT MANAGEMENT

1. **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.
2. **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
3. **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.
4. **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. If the workers arrive on-site with sandals or athletic shoes, the Contractor is expected to provide rubber boots to them or send them home. 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 4 meters, with the exception of a portable ladder, must be provided and utilize a safety harness.

8. **Progress Payments.** If the contract awarder 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.