



**U.S. DEPARTMENT OF STATE  
OBO FACILITIES MANAGEMENT DIVISION  
STATEMENT OF WORK**

DATE: March 30, 2015  
PROJECT: Astana, Kazakhstan  
SERVICES: Repair floor, walls and concrete base around the heated garage.

**1. BACKGROUND AND PURPOSE**

The U.S. Embassy in Astana is required to repaint the floor in the heated garage, repair the walls inside and outside of and repair the concrete base around the garage at the Embassy Compound.

**2. GENERAL REQUIREMENTS**

- a. The Contractor shall provide personnel, equipment, and supervision to complete the technical requirements in this Statement of Work. The Contractor shall be responsible for labor, equipment, transportation and all required tools.
- b. Contractor shall follow security and safety directives as explained by the U.S. Embassy RSO and FM.
- c. The Contractor shall have limited access into the Embassy and outside the areas designated for the project except with permission by the Embassy Facilities manager (FM) or Regional Security Office (RSO).
- d. The Contractor shall address the impact of the consequent disruption and provide for a continuing level of operation of the Embassy Facilities.

**3. SCOPE OF WORK**

- a. Remove old paint, from the floor clean and prepare surface for new paint coat. Total floor area is 1620 square meters.
- b. Clean the walls of the old plasters and prepare walls for painting. Total area of repair walls (inside and outside) is 160 square meters.
- c. Repair concrete blind around the garage. Total area of repairs is 220 square meters.

**4. RESPONSIBILITY OF THE CONTRACTOR**

- a. The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all construction and other services furnished

under this contract. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its construction and other services.

- b. The Contractor shall identify a Project Manager who shall be responsible for the overall management of this Contract. The Project Manager will be approved by the FM at Post.
- c. The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the Contracting Officer's Representative (COR). The COR is the Facility Manager, (FM)
- d. The Contractor shall provide needed materials for concrete work according the SOW.
- e. The Embassy will provide materials for floor repair work.

## **5. SECURITY**

- a. This is a non-classified project. The work to be performed under this contract requires that the Contractor, its employees and sub-contractors submit corporate, financial and personnel information for review by the Embassy. Information submitted by the Contractor will not be disclosed beyond the Embassy. All workers shall be cleared by Embassy RSO.

END OF STATEMENT OF WORK