

ATTACHMENT A

SOLICITATION # SBK80016Q0491

STATEMENT OF WORK

EPOXY FLOORING IN CHANCERY BUILDING

U.S. EMBASSY SARAJEVO, BOSNIA AND HERZEGOVINA

1. INTRODUCTION

The United States Department of States (DOS) requires services to repair damaged epoxy floor coating in mechanical rooms and stairs in Chancery building at the American Embassy, located in Sarajevo, Bosnia and Herzegovina. This repair project will improve present floor conditions at the stairwells and working areas, creating safe, smooth, slip resistant epoxy flooring.

This project contain repair services to execute required work, including but not limited to the labor, materials, tools, logistic and associated project management support functions. Also, provides applicable criteria, which Contractor must use during project execution.

2. OBJECTIVES

This Statement of Work (SOW) identifies basic requirements for the repair and epoxy floor coating works, consisting of engineering, planning, procurement and application of new epoxy layers. Preparation works include removal of grinding surface layer, using machine or manual with suitable tools. Floor surface must be free from product mold, grease, corrosion and dirt penetrated in the structure. Repair works includes application of basic epoxy coating, and after that application of two separate layers of two-component thin coatings based on epoxy resin.

All works shall be executed in accordance with project SOW, time schedule, approved manufacturer specifications, associated contract documents and be compliant with applicable safety, equipment, manufacturer's guidelines and standards. The Contracting Officer (CO) and Contracting Officer's Representative (COR) are the sole point of contact for all contractual and technical discussions or issues regarding the scope of work and its intent and execution. Contractor shall take no direction verbal or otherwise, from USG personnel other than the CO or COR.

3. GENERAL REQUIREMENTS

3.1. PROJECT REQUIREMENTS

This project requires Contractor to provide project management, professional logistic and material procurement services, repair services, cost estimating and scheduling services, and general support services for this project.

The Contractor must plan, estimate and schedule all works to assure labor and equipment are available to complete work requirements within the specified time limits and in conformance with specific contract and task order performance requirements and quality standards established herein. Work shall be completed as expeditiously as possible. The building shall be occupied during the execution of the flooring repair works.

3.2. RESPONSIBILITY OF THE CONTRACTOR

The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all repair works and other services furnished under this contract. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its repair work and other services.

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 COR. The Contractor remains liable to the Embassy in accordance with applicable law for all damages to the Embassy caused by the Contractor's negligent performance of any of the services furnished under this contract. The rights and remedies for the Embassy provided for under this contract are in addition to any other rights and remedies provided by law. The Contractor is responsible for existing equipment on site and after final work equipment shall be in the same condition as prior work. The Contractor will recover all surfaces and environment to preconstruction condition.

3.3. PRE- REPAIR REQUIREMENTS

This project requires an experienced Contractor to execute the project and work shall be performed with knowledgeable workers with prior experience on the same/ similar type of the projects. All workers shall be familiar with using tools, equipment and safety procedures.

The Contractor shall provide required quantity of personnel, equipment, materials, and tools. Also, he shall provide supervision as needed to complete the services that meet the technical requirements in this Statement of Work. Used equipment shall be in good condition, technical and safety proper. Before the work start, the list of workers, equipment's, vendors shall be approved by the US Embassy for the site access. Assistance will be provided by the USG/Embassy for this matter.

3.4. REPAIR REQUIREMENTS

The Contractor shall be responsible for all required materials, equipment and personnel to manage and supervise the project. All workmanship shall be of good quality and performed in a skillful manner as determined by the COR. All materials and equipment incorporated into the project shall be new. The Contractor shall transport and safeguard all materials and equipment required for the work. Equipment and materials shall be carefully handled, properly stored, and adequately protected to prevent damage before and during installation, in accordance with the manufacturer's recommendations. Damaged or defective items shall be replaced.

The Contractor will be responsible for security of all materials and equipment. The Contractor will be provided with storage area as determined by the COR. Contractor shall be responsible for restoring the area to its original condition at the completion of the work. The Contractor shall be responsible for repair of any damage incurred to buildings or pavement as a result of storage activities. The Contractor shall perform the work at the site during the Embassy's normal workday hours, unless agreed upon with the COR.

4. SCOPE OF WORK

Required works shall be performed in following areas:

- Stairs # 2: These stairs are located on the East side of the Chancery. The floor surface included in this project is the area from the 2nd floor level up to the 3rd floor level, including all stairs and landings.
- Stairs # 1: These stairs are located on the West side of the Chancery building. The floor surface included in this project is the area from 1st floor level up to 3rd floor level, including all stairs and landings.
- Mechanical room # 3114 and room # 3252 on 3rd floor level.
- Mechanical room # 2135 on 2nd floor level.

- Mechanical room # 1204 on 1st floor level.

4.1. PREPARATION WORKS

- 4.1.1. Protection of the office space areas by closing entrance doors at the working area with plastic canvas. The aim is to disable dust and dirt to spread all over the place.
- 4.1.2. Protection of metal antiskid components, that are placed on the convex stairs parts (foreheads and treads of the stairs), with adhesive protective covering tape. It is required to protect all other metal parts, located close to the painting area, in mechanical rooms. Protect all walls around painting areas with covering tape.
- 4.1.3. Removal of grinding surface layer, made as smooth, slip resistant epoxy flooring. It is required to remove top layer on all stairs (risers and treads), all landings and floors in mechanical rooms, using machine or manual with suitable tools. Floor surface must be free from product of mold, grease, corrosion and dirt penetrated in the structure.
- 4.1.4. It is required to perform detail cleaning of the complete floor area, using industrial vacuum cleaner with suction bell (a hollow object, having the shape of a deep inverted cup widening at the lip).

4.2. REPAIR WORKS

- 4.2.1. Application of the basic epoxy coating layer, which acts as binder, the surface homogenizer or the like. Apply this layer on all stairs (treads and risers), all landings and floors in mechanical rooms, passing on the walls around (10cm). Drying period for basic epoxy layer is 24.00 hours.
- 4.2.2. Application of two-component thin coatings based on epoxy resin (for light to medium heavy loads in the interiors and exteriors), on all stairs (treads and risers), all landings and floors in mechanical rooms, passing on the walls around. Drying period for first epoxy layer is 24.00 hours.
- 4.2.3. Application of the second layer (two mutually cross-layer must be applied). Second layer is two-component thin coatings based on epoxy resin, which must be applied on all stairs (treads and risers), all landings and floors in mechanical rooms, passing on the walls around. Drying period for second layer is 24.00 hours.

4.3. FINAL WORKS

- 4.3.1. Removal of the plastic canvas, previously fixed to the walls and exit doors in order to protect office areas from dust and dirt. Removal of the protective tape from all metal parts at the stairwell and in mechanical rooms. Final cleaning and small corrections on the walls or on the painted floor, if needed.

5. APPLICABLE STANDARD

Project improvement work shall conform to the requirements of the US building standards, such as provided by following:

- American National Standards Institute (ANSA) as a premier source for timely, relevant information on national and international standards.
- Standards worldwide used to improve product quality, enhance safety and facilitate trade – ASTM (American Society for Testing and Materials).
- International Building Code (IBC) as a model building code developed by the International Code Council (ICC) and adopted throughout most of the US.

6. PROJECT COMPLETION SCHEDULE

The Project completion schedule will be prepared in accordance with procedures and regulations that exist within the US Embassy facility. These regulations will affect dynamics of the works and Contractor is obliged to respect them. The Contractor shall coordinate with COR for work phasing and job sequencing.

7. CLEANUP

The Contractor shall at all times keep the work area free from accumulation of waste materials. Upon completing repair works, the Contractor shall remove all temporary facilities and leave the project site in a clean and orderly condition acceptable to the COR. The Contractor shall not use Embassy waste disposal facilities including garbage cans, trash piles or dumpsters.

8. DELIVERABLE SCHEDULE

The Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance including final cleanup of the premises within the period specified in the contract.

9. PROJECT INSPECTIONS AND ACCEPTANCE

The Contractor is required to prepare and submit reports, work schedule, bill of materials, product literature, drawings, specifications, quality control documents, safety plan and project costs.

The Contractor is obliged to maintain a system of quality control in order to meet the requirements of this project. The Contractor shall supply needed technical documentation, technical specifications and relevant certificate of the quality control for the materials that will be installed during execution works. All materials must meet specifications described in this SOW and be approved by COR prior to start with works. Contractor is obliged to deliver required materials on the site, taking into account its quality and quantity. All submitted material should be stored and adequately protected, in accordance with the prescribed procedures and regulations.

US Embassy reserve the right to inspect the Contractor's work as well as his system of quality control and quality assurance (QC/QA). Acceptance of the material submittals and other technical items shall be performed by COR. Acceptance or use of documents developed under this contract shall not relieve the Contractor of any responsibility for the project quality.

10. WARRANTY

The Contractor is requested to submit Warranty Statement for the installed materials in accordance with manufacturer's product data. In addition, the Contractor must submit Warranty Statement for the provided work for the period minimum 12 months.