Preventive Maintenance Scope of Work For Fuel Systems

United States Embassy Addis Ababa 2017

United States Department of State OVERSEAS BUILDING OPERATIONS

TABLE OF CONTENTS

	Section		Page
1.	DESCRIPTION		1
2.	PRICING		1
3.	NOTICE TO PROCEED		4
4.	EQUIPMENT AND PERFO	ORMANCE REQUIREMENTS	5
5.	HOURS OF PERFORMAN	VCE	5
6.	ACCESS TO GOVERNME	NT BUILDINGS AND STANDAR	RDS OF CONDUCT 6
7.	SCHEDULED PREVENTIV	'E MAINTENANCE	9
8.	PERSONNEL, TOOLS, CO	NSUMABLE MATERIALS AND	SUPPLIES10
9.	SOFTWARE, LICENSES A	.ND PASSWORDS	10
10.	DELIVERABLES		11
11.	INSURANCE REQUIREMI	ENTS	11
12.	LOCAL LAW REGISTRATI	ION	
13.	QUALITY ASSURANCE PL	LAN (QAP)	11
14.	TRANSITIONS/CONTACT	rs	13
15.	SUBMISSION OF INVOIC	CES	13

Attachments:

Exhibit A – Statement of Work

1.0 DESCRIPTION

The American Embassy in Addis Ababa requires preventive maintenance services for their fuel systems. These services shall result in all systems being serviced under this agreement being in good operational condition when activated.

1.1. TYPE OF PROCUREMENT

This is a firm fixed price procurement payable entirely in USD. Prices for all Line Item Numbers shall include proper disposal of toxic substances as per Item 8.3 where applicable. No additional sums will be payable for any escalation in the cost of materials, equipment or labor, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required. The award price will not be adjusted due to fluctuations in currency exchange rates.

1.2. PERIOD OF PERFORMANCE

The order/award will be for a period of one-year will be expected to commence no later than December 2017.

2.0 PRICING

The rates below include all costs associated with providing preventive maintenance services in accordance with the attached scope of work, and the manufacturer's warranty including materials, labor, insurance (see FAR 52.228-4 and 52.228-5), overhead, profit and GST (if applicable).

2.1. The Contractor shall provide the services shown below for the period of the award and continuing for a period of 12 months.

CLIN	Description	Quantity of Equipment	Type of services	No. of service	Unit price / service (\$)	Total per year (\$)
001	Diesel oil storage tank, pumps and control	5	Annual	1		
002	Gasoline storage tank, pumps, dispensers and control	1	Annual	1		
	Total					

2.2 Repair option. Repairs are NOT included under this agreement (see 7.1.3) and are to be done outside this award. However, we would like to have current labor rates in the event that there is an issue discovered during the preventive maintenance of the specified equipment. Please provide your current labor rates in the Repair Option fields below. As stated in 7.1.3 any necessary repairs or parts will be submitted for approval and then billed against a separate PO. The Contractor is not approved to do any additional work without approval.

Repair Labor Rates	
Total Year	\$ /hr

2.3 Emergency Service Option. Emergency Service is NOT included under this agreement and will be billed outside the order. However, we would like to have the rates in the event of an emergency. Emergency Service, with a four-hour response time, must be available 24-hours per day, 365 days a year. Submit cost for Emergency Services below. Please indicate how the emergency service will be billed (hourly, trip charge, etc).

Emergency Service Rat	tes
Total Year	\$

3.0 NOTICE TO PROCEED

After award and submission of acceptable insurance certificates and copies of all applicable licenses and permits, the Contracting Officer will issue a Notice to Proceed. The Notice to Proceed will establish a date (a minimum of ten (10) days from date of award unless the Contractor agrees to an earlier date) on which performance shall start.

4.0 EQUIPMENT AND PERFORMANCE REQUIREMENTS

- 4.1. The American Embassy in Addis Ababa requires the Contractor to maintain the following systems in a safe, reliable and efficient operating condition. Please see equipment list included in Exhibit A for a more detailed description.
 - 1) Underground double wall fiberglass fuel storage tanks
 - 2) Submersible fuel pumps,
 - 3) Fuel dispensers
 - 4) Panel Controls with leak detection and level monitoring
- 4.2. The Contractor shall provide all necessary managerial, administrative and direct labor personnel, as well as all transportation, equipment, tools, supplies and materials required to perform inspection, maintenance, and component replacement as required to maintain the systems in accordance with this work statement. Under this order the Contractor shall provide:
 - The services of trained and qualified technicians to inspect, adjust, and perform scheduled preventive maintenance; and provide consumable materials.

4.3. <u>Performance Standards</u>

All work in this agreement shall be completed in a professional and timely manner. Those working on the equipment should be certified and the quality of work should reflect that. The Contractor shall schedule all preventive maintenance work with the site Facility Manager to avoid disrupting the business operation of the Embassy.

5.0 HOURS OF PERFORMANCE

5.1. The Contractor shall maintain work schedules. The schedules shall take into consideration the hours that the staff can effectively perform their services without placing a burden on the security personnel of the Post. The Contractor shall deliver standard services between the hours of 8:00 AM and 5:00 PM Monday through Friday. No work shall be performed on US Government and local holidays. Below is a list of the holidays.

5.2. US and Local holidays for year 2017

DAY	DATE		HOLIDAY	
Monday	January	2	New Year's Day (Observed)	American
Saturday	January	7	Ethiopian Christmas (Genna)	Ethiopian
Monday	January	16	Martin Luther King, Jr. Day	American
Thursday	January	19	Epiphany (Timket)	Ethiopian
Monday	February	20	Presidents' Day	American
Thursday	March	2	Victory of Adwa	Ethiopian
Friday	April	14	Ethiopian Good Friday	Ethiopian
Sunday	April	16	Ethiopian Easter (Fasika)	Ethiopian
Monday	May	1	May Day (International Labor Day)	Ethiopian
Friday	May	5	Patriots' Victory Day	Ethiopian
Sunday	May	28	Downfall of the Derg	Ethiopian
Monday	May	29	Memorial Day	American
Monday	June	26*	Eid al-Fitr (End of Ramadan)	Ethiopian
Tuesday	July	4	Independence Day	American
Saturday	September	2*	Eid al-Adha (Arefa)	Ethiopian
Monday	September	4	Labor Day	American
Monday	September	11	Ethiopian New Year (Enkutatash)	Ethiopian
Wednesday	September	27	Meskel	Ethiopian
Monday	October	9	Columbus Day	American
Friday	November	10	Veterans' Day (Observed)	American
Thursday	November	23	Thanksgiving Day	American
Friday	December	1*	Birthday of the Prophet Mohammed (Moulid)	Ethiopian

<u>NOTE</u>: Official holidays that fall on Saturday and Sunday are listed. As a reminder to supervisors, employees whose regular tour

of duty includes these days qualify for additional pay status.

6.0 ACCESS TO GOVERNMENT BUILDINGS AND STANDARDS OF CONDUCT

6.1 <u>General.</u> The Contractor shall designate a representative who shall supervise the Contractor's technicians and be the Contractor's liaison with the American Embassy. The Contractor's employees shall be on-site only for contractual duties and not for any other business or purpose. Contractor employees shall have access to the equipment and equipment areas and will be escorted by Embassy personnel.

^{*} Holiday based on the lunar calendar. Dates are subject to change.

- 6.2 <u>Personnel Security</u>. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual. The Contractor shall provide the names, biographic data and police clearance on all Contractor personnel who shall be used on this award prior to their utilization. Submission of information shall be made within 5 days of award of this order. **No technician will be allowed on site without prior authorization. Note: this may include cleared personnel if advance notice of visit is not given at least one week before the scheduled visit.**
- 6.2.1 <u>Vehicles</u>. Contractor vehicles will not be permitted inside the embassy compound without prior approval. If you need to have vehicle access please submit your vehicle information (Make, Model, License Plate #) along with a written justification as to why access is necessary. This should be submitted to the Facility Manager at least one (1) week prior to the visit.
- 6.2.2 Government shall issue identity cards to Contractor personnel, after they are approved. Contractor personnel shall display identity card(s) on the uniform at all times while providing services under this order. These identity cards are the property of the US Government. The Contractor is responsible for their return at the end of the award, when an employee leaves Contractor service, or at the request of the Government. The Government reserves the right to deny access to U.S.-owned and U.S.-operated facilities to any individual.
- 6. 3 <u>Security Clearances. Security clearances are not a requirement for performance on this order, as</u> there will be no access to classified information or areas.
- 6.3.1 The Contractor must comply with all of the following requirements relating to the protection of U.S. Embassy in Addis Ababa, Ethiopia Diplomatic personnel, property and compound project information and cooperate fully in all security matters Sensitive but Unclassified (SBU) and information that may arise relating to this award.

Contractor personnel may also be exposed to various documents and signs, including Post notices, event schedules, DoS regulations and conversations or announcements relating to the operation of the U. S. Embassy Addis Ababa and diplomatic personnel. This information should not be shared with anyone not employed by or falling under the protection of the Embassy.

Contractor personnel may be exposed to various documents, such as blueprints, drawings, sketches, notes, surveys, reports, photographs, and specifications, received or generated in conjunction with this order. These documents contain information associated with diplomatic facilities for the U.S. Department of State. These documents have been marked with the handling designations "Unclassified" or "Sensitive but Unclassified" and US Government warnings against reproduction and distribution. These documents require special handling and dissemination restrictions. All handling designations and warnings on original documents must be reproduced on subsequent copies.

The loss, compromise, or suspected compromise or loss of any SBU information, award related information (personnel files, payroll information, etc.), any post or diplomatic facility related information (documents, notes, drawings, sketches, surveys, reports, exposed film, negatives, or photographs), or ANY information which may adversely affect the security interests of the United States, must be immediately brought to the attention of the Contracting Officer (CO) and Contracting Officer's Representative (COR).

Photographs of any diplomatic overseas building or facility must be authorized in advance by the COR and Regional Security Officer (RSO), who will establish any controls, limits, and/or restrictions as necessary. Exposed film depicting any Controlled Access Area and/or sensitive equipment must be developed in a U.S.- controlled environment by appropriately cleared personnel. No further dissemination, publication, duplication, or other use beyond that which was requested and approved is authorized without specific, advance approval from DS. DS reserves the right to demand retention of all copies of said photographs and/or negatives, following fulfillment of the previously authorized usage. Transmission of any information marked Sensitive But Unclassified (SBU) or award/personnel sensitive information, via the Internet, is prohibited. SBU information can be transmitted via ProjNet, mail, FedEx (or other commercial carrier) or fax, or hand carried by authorized contractor personnel.

Discussion of U.S. Diplomatic post activities while not on post, to include in homes, hotel rooms, restaurants and all other public places, is prohibited. Any contact with host or third country nationals that seems suspicious (such as undue curiosity in the project or project personnel) shall be reported immediately to the COR and RSO.

The Contractor and its employees shall exercise utmost discretion in regard to all matters relating to their duties and functions. They shall not communicate to any person any information known to them by reason of their performance of services under this order which has not been made public, except to the extent necessary to perform their required duties in the performance of the award requirements or as provided by written authorization of the Contracting Officer. All documents and records (including photographs) generated during the performance of work under this order shall be for sole use of and shall become the exclusive property of the U.S. Government. No article, book, pamphlet, recording, broadcast, speech, television appearance, film or photograph concerning any aspect of the work performed under this order shall be published or disseminated through any media, to include company or personal websites, without the prior written authorization of the Contracting Officer. These obligations do not cease upon the expiration or termination of this order or at any other point in time. The award shall include the substance of this provision in all sub-awards hereunder.

6.4 Standards of Conduct

6.4.1 <u>General</u>. The Contractor shall maintain satisfactory standards of employee competency, conduct, cleanliness, appearance, and integrity and shall be responsible for taking such disciplinary action with respect to employees as may be necessary. Each Contractor employee shall adhere to standards of conduct that reflect credit on themselves, their employer, and the United States Government. The Government reserves the right to direct the Contractor to remove an employee from the worksite for failure to comply with the standards of conduct. The Contractor shall immediately replace such an employee to maintain continuity of services at no additional cost to the Government.

6.4.2

- 6.4.3 <u>Neglect of Duties</u>. Neglect of duties shall not be condoned. This includes sleeping while on duty, unreasonable delays or failures to carry out assigned tasks, conducting personal affairs during duty hours and refusing to render assistance or cooperate in upholding the integrity of the worksite security.
- 6.4.4 <u>Disorderly Conduct</u>. The Contractor shall not condone disorderly conduct, use of abusive or offensive language, quarreling, and intimidation by words, actions, or fighting. Also included is participation in disruptive activities that interfere with normal and efficient Government operations.

- 6.4.5 <u>Intoxicants and Narcotics</u>. The Contractor shall not allow its employees while on duty to possess, sell, consume, or be under the influence of intoxicants, drugs or substances which produce similar effects.
- 6.4.6 <u>Criminal Actions</u>. Contractor employees may be subject to criminal actions as allowed by law in certain circumstances. These circumstances include but are not limited to the following actions: falsification or unlawful concealment, removal, mutilation, or destruction of any official documents or records or concealment of material facts by willful omission from official documents or records; unauthorized use of Government property, theft, vandalism, or immoral conduct; unethical or improper use of official authority or credentials; security violations; organizing or participating in gambling in any form; and misuse of weapons.
- 6.4.7 <u>Key Control</u>. The Contractor <u>will not</u> be issued any keys. The keys will checked out from Post 1 by a "Cleared American" escort on the day of service requirements.
- 6.4.8 <u>Notice to the Government of Labor Disputes</u>. The Contractor shall inform the COR of any actual or potential labor dispute that is delaying or threatening to delay the timely performance of this award.

7.0 SCHEDULED PREVENTIVE MAINTENANCE

7.1. General

- 7.1.1. The Contractor shall perform preventive maintenance as outlined in Exhibit A STATEMENT OF WORK. The objective of scheduled preventive maintenance is to eliminate system malfunction, breakdown and deterioration when units are activated/running.
- 7.1.2. The Contractor shall inventory, supply and replace expendable parts (eg, filters, belts, hoses, gaskets) that have become worn down due to wear and tear. The Contractor shall maintain a supply of expendable and common parts on site so that these are readily available for normal maintenance to include: hoses, belts, oil, chemicals, coolant, filters (Air, Fuel, Oil), grease, sealant, thermostat, fuses; in addition to the appropriate tools, testing equipment, safety shoes and apparel for technicians, personal protective equipment (hands, hearing, eye protection), MSDS, cleaning material and oil spill containment kits. The contractor should inventory the supply after each visit and order replacement supplies and have them delivered to post.
- 7.1.3. Exclusion. This award does NOT include repair of equipment and replacement of hardware (e.g. bearings, pistons, piston rings, crankshaft, gears.) Hardware replacements will be separately priced out by the Contractor for the Government's approval and acceptance. The Government has the option to accept or reject the Contractor's quote for parts and reserves the right to obtain similar spare parts from other competitive sources. If required by the Government, the Contractor shall utilize Government-purchased spare parts, if awarded the work. Such repairs/replacements will be accomplished by a separate purchase order. However, this exclusion does not apply if the repair is to correct damage caused by Contractor negligence.

7.1.4. Replacement/repair of any electronic or electrical parts must be approved by the COR prior to installation of the part. If the Contractor proceeds to replace any electronic or electrical parts without COR approval, the Contractor shall de-install the parts at no cost to the Government.

7.2 Checklist Approval

The Contractor shall submit to the COR a schedule and description of preventive maintenance tasks which the Contractor plans to provide. The Contractor shall prepare this schedule and task description in a checklist format for the COR's approval prior to award work commencement.

- 7.2.1. The Contractor shall provide trained technicians to perform the service at frequencies stated in Exhibit A and on the equipment called out in this SOW. The technician shall sign off on every item of the checklist and leave a copy of this signed checklist with the COR or the COR's designate after the maintenance visit.
- 7.2.2. It is the responsibility of the Contractor to perform all manufacturers' recommended preventive maintenance as well as preventive maintenance recommended by the manufacture technical manuals for the respective equipment.

8.0 PERSONNEL, TOOLS, CONSUMABLE MATERIALS AND SUPPLIES

The Contractor shall provide trained technicians with the appropriate tools and testing equipment for scheduled maintenance, safety inspection, and safety testing as required by this order. The Contractor shall provide all of the necessary materials and supplies to maintain, service, inspect and test all the systems to be maintained.

- 8.1 <u>Contractor furnished materials</u> will include but not limited to appropriate tools, testing equipment, safety shoes and apparel for technicians, hands, hearing and eye protection, MSDS, cleaning material and oil spill containment kit. Expendable/consumable items (e.g. hoses, belts, oil, chemicals, coolant, filters (Air, Fuel, Oil), generator starting batteries, grease, sealant, thermostat, fuse), will be maintained in the onsite inventory. See 7.1.2.
- 8.2 Repairs. Repairs are not included in this order. See Item 7.1.3. Exclusions.
- 8.3 <u>Disposal of used oil, fuel, battery and other toxic substances</u>. The Contractor is responsible for proper disposal of toxic/hazardous substances. All material shall be disposed of according to Government and Local law. After proper disposal the contractor must show proof of authorized disposal of these toxic/hazardous substances.

9.0 SOFTWARE, LICENSES AND PASSWORDS

Copies of any and all software and licenses needed to control or to adjust the communications module shall be given to the post upon completion of the work.

10. DELIVERABLES

The following items shall be delivered under this order:

Description	QTY	Delivery Date	Deliver to
Names, biographic data, police clearance on Contractor personnel (#6.2)	1	5 days after order award	COR
Certificate of Insurance (#11.2)	1	10 days after order award	СО
Checklist signed by Contractor's employee (#7.2.1)	1	After completion of each maintenance service	COR
Invoice (#15)	1	After completion of each maintenance service	COR

11.0 <u>INSURANCE REQUIREMENTS</u>

11.1 <u>Personal Injury, Property Loss or Damage (Liability</u>). The Contractor assumes absolute responsibility and liability for any and all personal injuries or death and property damage or losses suffered due to negligence of the Contractor's personnel in the performance of this order.

The Contractor's assumption of absolute liability is independent of any insurance policies.

11.2 <u>Insurance</u>. The Contractor, at its own expense, shall provide and maintain during the entire period of performance of this order, whatever insurance is legally necessary. The **Contractor shall carry the following minimum insurance:**

Public Liability Insurance

Bodily Injury	\$ <u>2,000</u> per occurrence	\$ <u>2,000</u> Cumulative
Property Damage	\$ <u>500</u> per occurrence	\$ <u>1,000</u> Cumulative

Workers' Compensation and Employer's Liability

11.3 Worker's Compensation Insurance. The Contractor agrees to provide all employees with worker's compensation benefits as required under local laws (see FAR 52.228-4 "Worker's Compensation and War-Hazard Insurance Overseas").

12.0 LOCAL LAW REGISTRATION

If the local law or decree requires that one or both parties to the order register the order with the designated authorities to insure compliance with this law or decree, the entire burden of this registration shall rest upon the Contractor. Any local or other taxes which may be assessed against this award shall be payable by the Contractor without Government reimbursement.

13.0 QUALITY ASSURANCE PLAN (QAP).

13.1 <u>Plan</u>. This plan is designed to provide an effective surveillance method to promote effective Contractor performance. The QAP provides a method for the Contracting Officer's Representative (COR) to monitor Contractor performance, advise the Contractor of unsatisfactory performance, and notify the Contracting Officer of continued unsatisfactory performance. The Contractor, not the Government, is responsible for management and quality control to meet the terms of the order. The role of the Government is to conduct quality assurance to ensure that order standards are achieved.

Performance Objective	PWS Para	Performance Threshold
Services.	1 thru 12	All required services are performed
Performs all services set forth in the		and no more than one (1) customer
performance work statement (PWS)		complaint is received per month

- 13.2 Surveillance. The COR will receive and document all complaints from Government personnel regarding the services provided. If appropriate, the COR will send the complaints to the Contractor for corrective action.
- 13.3 Standard. The performance standard is that the Government receives no more than one (1) customer complaint per month. The COR shall notify the Contracting Officer of the complaints so that the Contracting Officer may take appropriate action to enforce the inspection clause (FAR 52.212-4, Order Terms and Conditions-Commercial Items), if any of the services exceed the standard.
- 13.4. Procedures.
- 13.4.1 If any Government personnel observe unacceptable services, either incomplete work or required services not being performed, they should immediately contact the COR.
- 13.4.2 The COR will complete appropriate documentation to record the complaint.
- 13.4.3 If the COR determines the complaint is invalid, the COR will advise the complainant. The COR will retain the annotated copy of the written complaint for his/her files.
- 13.4.4 If the COR determines the complaint is valid, the COR will inform the Contractor and give the Contractor additional time to correct the defect, if additional time is available. The COR shall determine how much time is reasonable.
- 13.4.5 The COR shall, as a minimum, orally notify the Contractor of any valid complaints.

- 13.4.6 If the Contractor disagrees with the complaint after investigation of the site and challenges the validity of the complaint, the Contractor will notify the COR. The COR will review the matter to determine the validity of the complaint.
- 13.4.7 The COR will consider complaints as resolved unless notified otherwise by the complainant.
- 13.4.8. Repeat customer complaints are not permitted for any services. If a repeat customer complaint is received for the same deficiency during the service period, the COR will contact the Contracting Officer for appropriate action under the Inspection clause.

14. TRANSITIONS/CONTACTS

Within 15 days after order award, the Contracting Officer may ask the contractor to develop a plan for preparing the contractor to assume all responsibilities for preventive maintenance services. The plan shall establish the projected period for completion of all clearances of contractor personnel, and the projected start date for performance of all services required under this order. The plan shall assign priority to the selection of all supervisors to be used under the order.

- 14.1 On site contact. The following are the designated contact personnel between the US Embassy and the Contractor
 - -Facility Manager:
 - -Technical Specialist: Tadesse Alagachew, <u>AlagachewTW@state.gov</u>

15. SUBMISSION OF INVOICES

The Contractor shall submit an invoice after each preventive maintenance service has been performed. Invoices must be accompanied by a signed copy of the Maintenance Checklist for the work performed including parts replacement and break down calls, if any. No invoice for preventive maintenance services will be considered for payment unless accompanied by the relevant documentation.

The Contractor should expect payment 30 days after completion of service or 30 days after receipt of invoice at the Embassy's payment office, whichever is later. Invoices shall be sent to:

American Embassy
Attn: Financial Management Office
Entoto Street
P.O.Box – 1014
Addis Ababa, Ethiopia

Exhibit A - - STATEMENT OF WORK

I. GENERAL INFORMATION:

The American Embassy in Addis Ababa requires preventive maintenance services for their fuel systems. These services shall result in all systems being serviced under this agreement being in good, operational condition when activated.

II. PROJECT REQUIREMENTS:

DESCRIPTION OF EQUIPMENT *:

*Please see attachment at the end of this sheet for more details

1) Fuel Pumps, Fuel Storage Tank, Panel Controls

III. GENERAL REQUIREMENTS:

The Contractor under this SOW will be responsible for labor, tools, and materials required to carry out all preventive maintenance as outlined in this SOW. Embassy staff has service manuals for the Fuel System on site

IV. SCOPE OF WORK - FUEL SYSTEM PREVENTIVE MAINTENANCE

Contractor shall provide all materials, supervision, labor, tools and equipment to perform preventive maintenance. All personnel working in the vicinity shall wear and /or use safety protection while all work is performed. Any questions or injuries **shall** be brought to the attention of the Post Occupation Safety and Health Officer (POSHO). Material Safety Data Sheets (MSDS) shall be provided by the Contractor for all HAZMAT materials. Copies will be provided to the COR for approval.

If any discrepancies are found with the generator system that are not covered under this scope of work then the contractor must provide the following:

- 1. Detailed report noting the discrepancy found.
- 2. Bill of Materials (BOM) to include component name, quantity, part #, and price for any repair material required and material lead time.
- 3. Price quote for repair labor.

At a minimum, the following work must be done:

Fuel Storage Tanks

Annual:

- Check floats and leveling devices in tank. Check float adjustment with depth level indicators.
- Clean breather vents, conservation vents, and flame arrestors where appropriate.
- Check for signs of tank leakage.
- Verify all locking devices in place.
- Validate operation of automatic controls including leak and level detection.

Fuel Pumps

Annual:

- Inspect electrical wiring for damage.
- Verify pump is pumping at capacity by measuring the time required to transfer a specific volume of fuel
- Measure and record voltage at the pump and actual current draw and compare to nameplate readings.

Panel Control

Annual:

- Leak sensors should be visually inspected for fouling or clogging at least every 12 months.
- Contractor is to clean sensors if possible. The Contractor should provide the Facility Manager a list of sensors that are damaged or excessively dirty.

Semi-Annual:

- Console should be tested every six months.
- Power down unit, count to 5 then power back up and check for errors.
- The inventory probe readings should be compared against stick measurements every six months.

Equipment List:

Equipment	Manufacturer	Make	Model	Specifications	Location
UST-1	XEREX	Fiberglass	Double wall	10,000 Gal	Fuel yard, around UTL
UST-2	XEREX	Fiberglass	Double wall	10,000 Gal	Fuel yard, around UTL
UST-3	XEREX	Fiberglass	Double wall	12,000 Gal	Fuel yard, around UTL
UST-4	XEREX	Fiberglass	Double wall	3,000 Gal	Fuel yard, around UTL
UST-5	XEREX	Fiberglass	Double wall	6,000 Gal	Fuel yard, around UTL
FOP-1	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-1
FOP-2	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-1
FOP-3	Red Jacket	Extracta	P150S17-3	1.9 l/s	UST-2
FOP-4	Red Jacket	Extracta	P150S17-3	1.9 l/s	UST-2
FOP-5	Red Jacket	Extracta	P150S17-3	1.9 l/s	UST-3
FOP-6	Red Jacket	Extracta	P150S17-3	1.9 l/s	UST-3
FOP-7	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-4
FOP-8	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-4
FOP-9	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-5
FOP-10	Red Jacket	Extracta	P75U3-3	1.9 l/s	UST-5
Fuel level controller	Pneumericator		TMS3000		Switch gear room
Remot tank display	Pneumericator		ETD 1000		SCAC and Post 1
Fuel System Control	SIMPL X	Automation Direct	Direct Logic 20	05	Switch gear room
Fuel dispenser	Bennett		380	0	Around GSX

END OF STATEMENT OF WORK