

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE <div style="text-align: center;">J</div>		PAGE OF PAGES <div style="text-align: center;">1 27</div>	
2. AMENDMENT/MODIFICATION NO. <div style="text-align: center;">0002</div>		3. EFFECTIVE DATE <div style="text-align: center;">20-Jan-2023</div>		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)	
6. ISSUED BY USA ENGINEER DISTRICT, SEATTLE ATTN: CENWS-CT 4735 EAST MARGINAL WAY SOUTH, BLDG. 1202 SEATTLE WA 98134-2388		CODE W912DW		7. ADMINISTERED BY (If other than item 6) <div style="text-align: center; font-weight: bold;">See Item 6</div>			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				X		9A. AMENDMENT OF SOLICITATION NO. W912DW23Q0006	
				X		9B. DATED (SEE ITEM 11) 29-Nov-2022	
						10A. MOD. OF CONTRACT/ORDER NO.	
						10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. ACCOUNTING AND APPROPRIATION DATA (If required)							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.							
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.							
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).							
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:							
D. OTHER (Specify type of modification and authority)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.							
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) This purpose of the Amendment is REMOVE CLINs 0002 (Riley Creek 42) & CLIN 0003 (Riley Creek 43). The scope of work has been updated. The government only has a need to fill the Riley Creek 41 Park Attendant Requirement. Quotes will now be accepted through January 27th, 2023.							
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.							
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)			
				TEL: _____ EMAIL: _____			
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA		16C. DATE SIGNED	
_____ (Signature of person authorized to sign)				BY _____ (Signature of Contracting Officer)		20-Jan-2023	

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The required response date/time has changed from 12-Jan-2023 12:30 PM to 27-Jan-2023 10:00 AM.

The following have been modified:

INSTRUCTIONS TO OFFERORSINSTRUCTIONS TO OFFERORS

1. The solicitation is "100% small business set-aside". All work shall be in accordance with the Scope of Work (SOW), attachments, and all other terms and conditions herein.
2. Quotes shall be submitted per the following:
 - All emailed offers shall contain the RFQ title in the subject line and emailed to the following email address: vincent.e.daniels@usace.army.mil jeannette.k.patton@usace.army.mil . For questions call ~~(206) 764 6573~~ 206-316-3891.
 - Faxed quotations will **NOT** be accepted.
 - Quotes must set forth full, accurate and complete information, as required by this RFQ.
3. PROSPECTIVE OFFERORS: Contractors shall be registered in the System for Awards Management (SAM) prior to award of a contract or agreement resulting from solicitations.

"Registered in the System for Award Management (SAM) database" means that –

- (1) The Offeror has entered all mandatory information, including the unique entity identifier and the EFT indicator, if applicable, the Commercial and Government Entity (CAGE) code, as well as data required by the Federal Funding Accountability and Transparency Act of 2006 (see subpart 4.14), into the SAM database;
- (2) The offeror has completed the Core, Assertions, and Representations and Certification, and Points of contact sections of the registration in the SAM database;
- (3) The Government has validated all mandatory data fields, to include validation of the Taxpayer Identification Number (TIN) with the Internal Revenue Service (IRS). The Offeror will be required to provide consent for TIN validation to the Government as a part of the SAM registration process.
- (4) The Government has marked the record "Active".

This rule more efficiently implements the Debt Collection Improvement Act of 1996, as it requires contractors to be registered in SAM for consideration of future solicitations, awards, and payment. Registration is required prior to award of any contract, basic agreement, basic ordering agreement, or blanket purchase agreement from a solicitation. **LACK OF REGISTRATION IN THE SAM DATABASE WILL MAKE AN OFFER INELIGIBLE FOR AWARD.** The web site may be accessed at www.sam.gov.

SAM Priority Processing Request: The notarized letter must have both the vendor signature page AND the notary signature page signed. If missing a signature (or other required data) GSA will reject the letter. This will cause the review and activation of the account will be delayed further. Any prioritization requests received on Friday are subject to delays because of the weekend. For a request you send on Friday afternoon, you may not receive your response until Monday morning.

4. ELECTRONIC FUNDS TRANSFER (EFT): Effective 99 Jun 01, the Government will make all payments by EFT (unless the Government VISA credit card is accepted). The only exceptions are: 1) Foreign Vendors, 2) Government Agencies, and 3) One time payments. The EFT forms and instructions are on the USACE Finance Center (UFC) Web Page; www.fc.usace.army.mil. The UFC point of contact for this action is Mr. Kevin J. Heath, kevin.j.heath@usace.army.mil, (901) 873-9135.
5. All questions resulting from this RFQ shall be submitted by close of business two (2) days prior to the closing date.
6. Award will be made to the lowest priced responsible quoter whose quote conforms to the requirements of the solicitation. The quoter must provide pricing for **ALL** items in the solicitation for its quote to be acceptable to the Government.
7. Required Submittals:
 - Signed and dated STANDARD FORM 1449 (Solicitation/Contract/Order for Commercial Items).
 - Signed and dated STANDARD FORM 30 (Amendment of Solicitation/Modification of Contract), if applicable, for any Amendments to the solicitation.
8. The contractor is required to provide the following information with your quote:

Federal Taxpayer's ID Number: _____

DUNS Number: _____

Cage Code Number _____

This requires registration in SAM, web site for registration is www.sam.gov.

Remit to Address:

Company Name: _____

Address: _____

City/State/Zip: _____

Phone & Fax Numbers: _____

Point of Contact: _____

E-Mail Address: _____

All quoted items must meet the requirements of the Request for Quote (RFQ) including specifications stated in all attachments.

IAW FAR 12.205(b), offerors may propose more than one product (as determined by the Contracting Officer) that will meet a Government need in response to solicitation(s) for commercial items. The quote shall be determined acceptable based on the date and time received. The contracting officer shall evaluate each product as a separate offer. The contractor should list any special features or warranty information applicable to the quoted product(s).

ANNOUNCEMENT TO OFFERORS

Due to recent national events Seattle District US Army Corps of Engineers shall be conducting business under heightened security for the foreseeable future.

Access to Federal Center South, 4735 E Marginal Way S, Building 1202, Seattle, WA 98124 will be through the front lobby only. The building is under Federal Protective Service, which means that persons entering the facility are subject to inspection; including purses, packages, etc. All deliveries shall be thoroughly inspected. In addition, visitors may be required to be escorted by Corps personnel while in the building.

For any questions please contact the Contract Specialist assigned to your project or check our website at www.nws.usace.army.mil for up-to-date information.

ITEM(S) 0001, ~~0002, 0003~~ - PERFORMANCE WORK STATEMENT

PERFORMANCE WORK STATEMENT (PWS)

Riley Creek 41 Park Attendant
Laclede, Idaho

PART 1

GENERAL INFORMATION

1. **General** This is a non-personal services contract to provide (3) a Park Attendant Positions at Riley Creek 41 Recreation Area, Laclede, Idaho. This contract recommends two personnel to perform the duties outlined in this Performance Work Statement. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the contractor who, in turn is responsible to the Government.
 - 1.1 **Description of Services/Introduction:** The contractor, also referred to as Park Attendant or attendant in this contract, shall provide all personnel, living quarters, and transportation to perform the contractor duties as defined in this Performance Work Statement except for those items specified as government furnished property and services. The contractor shall perform to all standards in this contract.
 - 1.2 **Background:** Riley Creek Recreation Area is a 67-site campground and day-use facility. The day-use area includes a beach, boat ramp with docks, playground, sport court, beach volleyball court, horseshoe pits, fishing piers, amphitheater, a 1.5-mile multi-purpose trail and a dump station. The beach area has a restroom with showers. The campground has two restrooms with showers. The playground has a restroom for a total of four restrooms in the recreation area. The contractor campsites have water, electric and sewer, all other campsites have electric and water only. Each campsite also contains a fire ring and picnic table.
 - 1.3 **Objectives:** The objective of this contract is to maintain park facilities in a clean and sanitary condition for the health and sanitation of park visitors and to provide customer service in a manner that will encourage return visits. The contractor duties are split between two different job duties; See Technical Exhibit # 7. Duties include but are not limited to:

<u>Fee Collection/Campsite Cleaning</u>	<u>Custodial</u>
Check in campers using Recreation.gov (RIS) software/iPad applications, and assist with reservations	Clean all restrooms and showers and maintain in a sanitary and stocked condition
Complete all required paperwork daily	Clean all day use fire rings and grills
Clean all campsites after occupants depart	Clean group shelters and amphitheater
Close entrance gates if required and lock day-use area facilities daily at 10pm	Collect refuse
	Open entrance gates if required and unlock day-use facilities daily at 7am

1.4 Scope: The duties outlined in this Park Attendant contract are stressful and physical. This contract will require long duty hours during July and August, extensive public contact, and the ability to perform physical labor.

1.5 Period of Performance: The on-site period of performance for the work in this Performance Work Statement (PWS) is shown in the table below.

	2023
Riley Creek 41	1 May 2023 – 19 September 2023 97.5 Days
Riley Creek 42	1 May – 15 September 93.5 Days
Riley Creek 43	1 May – 19 September 96.5 Days

* See attached Calendars for specific days (Technical Exhibit #7).

1.6 General Information: The government shall evaluate the contractor's performance under this contract in accordance with the Quality Assurance Surveillance Plan (QASP). This plan is primarily focused on what the Government must do to ensure that the contractor has performed in accordance with the performance standards. It defines how the performance standards will be applied, the frequency of surveillance, and the minimum acceptable defect rate(s).

1.6.1 Recognized Holiday: The contractor shall work all days as outlined in the calendars. Any holiday that falls on a scheduled workday shall be considered a normal workday.

1.6.2 Place of Performance: Work shall be performed at Riley Creek Recreation Area, approximately 1 mile southwest of Laclede, Idaho in Bonner County, Idaho.

1.6.3 Hours of Operation: The contractor shall maintain 24-hour availability at the contracted campground, except for days off, according to the attached calendars, by at least one Attendant. The Contracting Officer (KO) may request or direct changes to the schedule to meet changing operational needs.

1.6.4 Hours of Work: The contractor shall perform work under this contract between the hours of 7:00 AM and 10:00 PM each workday during the contract. At least one attendant shall maintain 24-hour availability on workdays.

1.6.5 Hours of Park Office Operation: The Park Office will be open and operated by at least one contractor during all park office hours (See Technical Exhibit #8.) The computer must remain on until at least 10pm to allow for any late arriving campers and/or additional fees that must be paid. Contractors must collect fees between the hours of 7:00 AM and 10:00 PM. The Park Office hours of operation may only be changed with the approval of the Quality Assurance Representative (QAR). Two contractor personnel may be required to operate the office during any busy periods for efficient operation of the office. The Park Office shall not be closed during the designated hours of operation without prior approval of the QAR or designated representative.

1.6.6 Days Off: End of duty on scheduled days off starts at 7:00 AM on the first scheduled day off and ends at 7:00 AM on the first scheduled day back to work. There are no days off during the first week of training. See Technical Exhibit #7, Calendars.

- 1.6.7 Absenteeism:** The contractor shall maintain 24-hour availability at the contracted campground, by at least one Attendant. If an emergency circumstance requires both attendants to be away from the recreation area at the same time, the contractor must find a QAR-approved subcontractor to cover the contractor's contractual duties. This subcontractor must be pre-approved before each absence.
- 1.6.8 Security Requirements**
- 1.6.9 Security Training:** All contractor employees, to include subcontractor employees will be provided all necessary security training by the QAR or designated representative during the first week of training. This training shall include AT Level 1 (general), Access and General Security Policy and Procedures, and Suspicious Activity Reporting Training (iWatch/Corps Watch).
- 1.6.10 Physical Security:** The contractor shall be responsible for safeguarding all government equipment, information and property provided for contractor use. At the close of each work period, government facilities, equipment, and materials shall be secured.
- 1.6.11 Key Control:** The contractor is responsible for securing keys issued by the Government. Each occurrence of lost or stolen keys shall be reported to the QAR within 24 hours of occurrence. For each occurrence of a key being lost the contractor shall be required to reimburse the Government for actual costs of a new combination of all locks affected by the lost key. Keys shall not be duplicated.
- 1.6.12 Periodic Progress Meetings:** The contractor shall meet with the Quality Assurance Representative (QAR) at the Albeni Falls Project Office or designated location on a monthly basis, to review the past month's work performance, to discuss planned work for the upcoming month, and for additional training. These meetings shall be at no additional cost to the Government.
- 1.6.13 Quality Assurance Representative (QAR):** The QAR monitors all technical aspects of the contract and assists in contract administration. The QAR is authorized to perform the following functions: assure that the contractor performs the technical requirements of the contract; perform inspections necessary in connection with contract performance; maintain written and oral communications with the contractor concerning technical aspects of the contract; monitor contractor's performance and notify both the Contracting Officer and contractor of any deficiencies; coordinate availability of government-furnished property; and provide site entry of contractor personnel. The QAR is not authorized to change any of the terms and conditions of the contract.
- 1.6.14 Accidents:** The contractor shall notify the QAR or designated representative immediately of any damage to Government and private property as well as injury to any person resulting from their operations. The contractor shall make a written report of each separate case of an injury or accident. These reports should be accompanied by sketches and or photographs, if possible, and forwarded to the QAR within 1 working day.
- 1.6.15 Contractor Appearance:** All contract personnel shall maintain a clean, neat, and well-groomed appearance while on duty. The required dress shall be pants, shorts, or skirt with Government issued polo shirt. Safe footwear must be worn when on duty. Sandals, thongs or any open shoes are not permitted. Government-issued identification markings shall be worn when on duty during each workday for proper identification.
- 1.6.16 Contractor Travel:** All expenses getting to the job site and all traveling during the performance of the job is the contractor's responsibility and shall be at no additional cost to the Government.

1.6.17 Submission of Invoices: The contractor is required to submit 1 original invoice to the QAR each month showing the contract number, contractor's address, item numbers, description of work, quantities, unit prices, and total prices for services rendered for that month. The contractor will be paid only for full workdays for the term of the contract, with the exception of the final day of the contract for which the contractor will be paid their half-day price. NOTE: Contractor should have sufficient funds available to meet personal and contractual needs for the first 60 days of the contract.

1.7 Protection of the Resources

1.7.1 Protection of Water Resources: The contractor shall not pollute drainage ditches, ponds, rivers, or lakes with fuels, oils, bitumen, calcium chloride, acids, cleaning solvents or chemicals or other harmful materials. Disposal of any materials, wastes, effluents, trash, garbage, oil, grease, chemicals, etc., in areas adjacent to drainage ditches, ponds, rivers, or lakes will not be permitted. If contamination occurs the contractor must contact the QAR or designated representative immediately so clean up determination can be made.

1.7.2 Removal of Materials and Rubbish: Before final payment is made, the contractor shall remove from the site of work, all equipment and unused materials provided by the contractor, and any waste materials and rubbish resulting from the operations performed hereunder. The methods and locations of disposal of materials, wastes, effluents, trash, garbage, oil, grease, and chemicals shall be such that harmful debris must not enter project lands, lakes, rivers, ditches, canals, waterways, or reservoirs. Off project disposal shall be at approved county landfills or other waste disposal sites or facilities approved by the state of Idaho.

1.7.3 New Vegetation: New vegetation shall not be planted, and existing vegetation shall not be disturbed without permission from the QAR.

1.8 Required Insurances: In accordance with FAR 28.307-2, "Liability", the contractor shall procure the following minimum insurance:

<u>Type</u>	<u>Amount</u>
Workman's Compensation and Employer's Liability Insurance	\$100,000
General Liability Insurance	\$1,000,000 per occurrence
Automobile Liability Insurance	\$200,000 per person
Bodily Injury	\$500,000 per occurrence
Property Damage	\$20,000 per occurrence

Additional Requirement: Surety Bond for \$5000.00. This insurance is available through most insurance companies for an average cost of \$75.00 to \$150.00 per year.

During the week of training, the contractor shall furnish to the QAR, a certificate or written statement from the insurance company confirming the possession of the above-required insurance.

1.9 Conduct and Attitude: The contractor shall greet and interact with all visitors and project staff in a professional manner. Tact, diplomacy, and courtesy shall be exercised in all dealings with the public and project personnel. The contractor shall not consume alcoholic beverages while on duty, shall promote a favorable image of the Corps of Engineers through their personal appearance and actions, and provide willing assistance to park visitors in a courteous manner.

1.9.1 Utility Vehicles: The contractor is allowed to operate bicycles, mopeds, motorcycles, golf carts and other utility turf type vehicles within the recreation area as long as they are equipped, licensed, and operated in compliance with applicable Idaho State laws governing safety, pollution control, licensing and operation. Unlicensed vehicles including, but not limited to,

ATV's (three or four wheeled), dirt bikes, and similar vehicles are not permissible for use in the park.

1.9.2 Pets: Pens, kennels, corrals, cages, or similar facilities for pets or raising animals are prohibited. All acceptable pets of the contractor shall be confined on a leash of six (6) feet or less in length when outside the RV. Pets are not permitted to accompany personnel while performing the duties of the job as outlined in this contract. "Guard" type or other "unfriendly" or noisy dogs are prohibited. Any pets determined by the QAR to be detrimental to public safety or public enjoyment of the park shall be removed from the park by the contractor within 24 hours of such notification.

1.9.3 Firearms: The contractor shall not possess firearms, ammunition, or fireworks in the recreation area or residence at any time.

1.10 Termination of Contract: At the convenience of the Government the Park Attendants contract may be terminated for unsatisfactory performance, or failure to satisfy probation, by written notice to the contractor by the Contracting Officer. Only the Contracting Officer has the authority to terminate a contract.

1.10.1 Grounds for Termination: Inappropriate conduct or unacceptable actions of a contractor may be grounds for termination of the contract. Examples of actions meriting termination include, but are not limited to:

- a) Theft, misappropriation, personal use, and/or improper security and accountability of use fees or Government services, property, equipment, facilities and/or supplies. Any of these acts may also result in criminal prosecution.
- b) Consumption of alcoholic beverages and/or intoxication while on duty, and possession or use of illicit drugs at any time.
- c) Discrimination, harassment, profanity, or other inappropriate behavior perpetrated against customers, Corps of Engineers personnel, or other Contractors.
- d) Recurring written and/or verbal complaints from visitors and/or USACE personnel on Attendant's attitude, lack of cooperation and/or resistance to implementation of policies and program as directed by the QAR or their authorized representative.
- e) Inability to perform duties and job responsibilities in accordance with the Performance Work Statement and provided Park Attendant Manuals.
- f) Violations of public health and safety, including failure to follow USACE Covid-19 mitigation protocols.
- g) Failure to maintain a neat, clean, well-groomed personal appearance.
- h) Failure to abide by Title 36 CFR, Chapter III, Section 327.

1.10.2 Duty of Contractor to Finish Contract: The Contractor may not terminate the contract. If the Contractor fails to complete the contract through the specified term, the Contractor could be subject to re-procurement cost.

PART 2
GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, AND SERVICES

2. **GOVERNMENT FURNISHED ITEMS AND SERVICES:** All necessary work materials will be furnished to the contractor at the orientation meeting, and subsequently thereto upon any additions or revisions
- 2.1 **Facilities:** Site for self-contained living quarters with electric, water, and sewer hookups or disposal for performance of work. Campsite has a fire ring and picnic table.
- 2.2 **Utilities:** All buildings have electricity provided for the contractor to perform the duties outlined in this contract.
- 2.3 **Equipment/Materials:**
- a) The Government **will** furnish a utility vehicle (Club Car) for use by the contractor when performing contract work in the recreation area. The contractor is in no way relieved of any requirements of this contract when the utility vehicle is not available for any duration or for any reason. This vehicle shall not be operated outside of the recreation area or used for personal business. This vehicle shall only be operated on designated roadways, gravel pads and on lawn areas as required in performance of contract work.
 - b) Two-way radio communication equipment. Administrative supplies - forms, reports, office supplies, handout materials, etc. Custodial supplies and materials, signs, garbage bags, litter bags, toilet paper, paper towels, sanitary napkin disposal bags, cleaning agents, cleaning supplies, gloves, etc. Hand tools - wheelbarrow, shovels, rakes, brooms, mops, etc. Miscellaneous supplies such as uniforms, vehicle identification markings and keys.
 - c) **Fee Collection materials:** Tablet, fee books, vehicle and trailer passes.
- 2.4 **Property:** Government-furnished property will be transferred to the contractor and made available at the work site. While in the possession of the contractor, the contractor is accountable for Government-furnished property. Expendable items, materials and supplies should be used up in the performance of work identified in the contract. Unused expendable items will be returned to the Government upon completion or cancellation of the contract. The contractor shall be liable for loss or damage to Government-furnished property or for expenses incidental to such loss or damage when such loss or damage results from willful misconduct, negligence, or failure to use Government-approved operating procedures.
- 2.5 **Attire:** The Government will provide a minimum of one polo shirt, one baseball cap and one jacket per employee.
- 2.6 **Keys:** The contractor will be furnished a set of keys to those buildings and areas where access is necessary to perform the work described herein or determined to be necessary by the QAR.

PART 3
CONTRACTOR FURNISHED ITEMS AND SERVICES

3. CONTRACTOR FURNISHED ITEMS AND RESPONSIBILITIES:

- 3.1 General:** The contractor shall furnish all supplies, equipment and services required to perform work under this contract that are not listed under Part 2 of this PWS.
- 3.2 Equipment:** contractor must provide a cell phone in order to remain in contact with any Corps Employee that may need their assistance while performing the duties outlined in this PWS.
- 3.3 Residency Requirements:** The contractor shall furnish, and for the duration of the contract while on duty, reside in a fully operable, well-maintained, "self-contained", recreational vehicle (RV) of sufficient size (42 ft. maximum) to serve as temporary living quarters at a site provided by the Government in the campground. The unit must have a potable water and wastewater system, bathing facilities, cooking facilities, and appropriate food storage facilities. The contractor shall be responsible for supplying all materials and labor for hooking up the RV to the existing water, sewer, and electric lines at the Government-furnished site.

*****NOTE:** Without prior approval from the QAR the Park Attendants shall be the sole occupants of their site. Family members and friends shall not live with the contractor without approval.

- 3.4 Vehicle:** The contractor shall provide and maintain a fully operable vehicle which can be operated independently of the RV, for the purpose of personal or contract related transportation or local travel.

PART 4
SPECIFIC TASKS

4. Specific Tasks: Fee Collection

- 4.1 Basic Services:** The contractor shall provide Park Attendant services for Riley Creek Recreation Area as outlined in this contract.
- 4.2 Orientation Meeting and Training:** Contract personnel are required to attend an orientation meeting at Albeni Falls Project Office at 8:00 AM on the first five days of work. The meeting will last for at least five full 8-hour days and will be conducted both in the office and the recreation area. Contract personnel may also be required to do homework and attend additional training meetings at the Project Office and at the job site throughout the term of the contract.
- 4.3 Park Operations:**
- 4.3.1 Inspection and Surveillance:** The contractor shall inspect park facilities and maintain park surveillance any time the contractor is performing contract work, as defined in this contract.
- 4.3.2 Park Office Operation and Fee Collection:** The contractor shall operate the Park Office for the purposes of providing visitor information and collecting campground fees in accordance with the requirements specified below. The contractor is required to properly register campers, provide vehicle passes and permits, and process fees using the provided computer and/or tablet in the case that a management decision is made to collect extra vehicle fees or other fees on-site at the park. Two contractor personnel may be required to operate the office during any busy periods for efficient operation of the office.
- 4.3.3 Camper Registration and Fee Collection:** Fees are collected using the R1S website or application on visitors' personal devices or the government-provided data-enabled Apple iPad, with the contractor either assisting visitors who may not be familiar with the website or application, or monitoring visitors who temporarily utilize the provided iPad to pay any necessary fees. The contractor shall make as many trips through the park as needed to ensure that: (1) all camping units and extra vehicles have paid the required overnight fees at the Park Office during the posted hours each day, (2) campsite occupancy and report information is current and accurate, (3) all units and vehicles camp in accordance with rules, regulations, and policies, and (4) all vehicles, camping units, and boat trailers have been issued appropriate vehicle passes and display them properly. It is the contractor's responsibility to know what is happening in their park.
- 4.3.4 Recreation One Stop (Formerly NRRS):** Duties include, but are not limited to the following: maintaining current on-site records, confirming all registered site owner information is accurate and updated in the Recreation One Stop system, posting reservations, checking site availability for customers, check-in registration processing, receiving daily reports, making reservations for customers on-site, etc. The contractor will be oriented and trained on all aspects of the campground management program by the government.
- 4.3.5 Visitor Information:** The contractor shall distribute information and provide courteous assistance to both camping and day use visitors.
- 4.3.6 Registration Procedures:** The contractor registers campers, issues vehicle and trailer passes, makes advanced reservations, and collects and processes fees in accordance with the specific procedures furnished at the orientation training.

- 4.3.7 Administrative Requirements:** The contractor shall maintain in writing all required forms, reports, records, and data as specified in the Park Attendant and Fee Manuals. Park Attendant and Fee Manuals are provided at the orientation training.
- 4.3.8 Property Accountability:** The contractor is responsible for maintaining all accountable government property at its original condition and returning in the method requested by the QAR. Property includes iPads, radios, keys, and other miscellaneous issued accountable property. A list will be provided and documented upon issuance.
- 4.3.9 Visitor Assistance:** The contractor shall distribute copies of rules, regulations, and other items; assist campers in locating sites; answer questions and provide information; and advise campers of applicable regulations and conditions. The contractor will not grant exceptions to regulations or policies without prior approval from a permanent Corps Ranger. The contractor is responsible for informing all visitors of rules and regulations in a respectful manner, and reporting non-compliance to Ranger staff.
- 4.3.10 Ranger Assistance:** The contractor may be required to provide statements, logs, and other information to be used in the preparation of written incident reports to be completed by government employees.
- 4.3.11 Safety Inspections:** Each day the contractor shall conduct and document a thorough safety inspection of all park facilities, including but not limited to playground equipment and bathrooms.
- 4.3.12 Radio Procedures:** The contractor shall remain within hearing distance of the Government-furnished radio in order to respond to calls from Corps Rangers while on duty.
- 4.3.13 Lost and Found:** The contractor shall process lost and found items reported or detected by the individual, the contractor, the public, or Corps employees. Lost and found items include abandoned property left in the day use area, which must be collected nightly and stored as directed by the QAR.
- 4.3.14 Firewood Box and Flags:** The contractor is responsible for unlocking and locking the firewood box in the park when on fee shifts. The box should be unlocked and locked at the same time flags are raised and lowered (dawn to dusk) or as otherwise prescribed by the QAR. The contractor must unlock and lock the box every day unless instructed by the QAR or a designated employee not to do so. Flags need to be raised and lowered only when the provided lighting structure is out of order.
- 4.3.15 Propane Tank Reading and Maintenance:** The contractor is responsible for reading the gauge on the propane tanks in the park each week and recording the reading on a form provided by the government. Any time the reading is 30% or lower the contractor must notify a Ranger. Each tank and its concrete pad is required to be cleaned of dirt, litter, debris, and needles.
- 4.3.16 Parking Cars:** The contractor shall manage overflow vehicle traffic to the appropriate overflow parking locations using established procedures during heavy use times. The contractor should report parking issues to Ranger staff who will provide direct assistance when possible.
- 4.3.17 Club Car:** The Club Car shall be cleaned of all dirt, debris, ash and trash on the last day of shift.
- 4.3.18 RV Dump Station:** The RV dump station shall be inspected at least once each day and cleaned as often as required to maintain a clean and sanitary condition. No solid debris such as sticks or rocks shall be flushed into the disposal unit. If the dump station becomes full or plugged, the contractor shall turn off the water to the facility, post an "Out of Order" sign, and notify the on-duty ranger immediately.

4.3.19 Irrigation: Riley Creek has an automated irrigation system that handles the majority of the necessary watering. As needed the contractor shall use portable sprinklers and hoses provided by the Government to water the area surrounding the new and old Park Offices and park attendant site. All designated lawn areas shall be irrigated as often as required to maintain green healthy vegetation. The appearance of burnt spots, dry areas, or dull green color in the lawn will be considered as evidence of lack of compliance with the watering requirements. All sprinklers shall be placed and/or adjusted so that no water will strike or interfere with roads, parking lots, buildings, visitors, visitors' belongings, and vehicles. The contractor shall remove and store all sprinklers and hoses whenever not in actual operation. The contractor shall fully coordinate and cooperate with Government personnel and other contractors in scheduling irrigation so as not to interfere with mowing, other ongoing work, or visitor activities in the park.

4.3.20 Sporting Equipment Checkout: During scheduled Park office hours, the contractor shall check-out sporting equipment provided by the Government for use at the multipurpose area.

4.4 Opening and Closing Procedures:

4.4.1 Opening Procedures: The contractor is responsible for cleaning and setting up the Park Office, including contacting R1S Support to set up necessary technical equipment, as well as the initial cleaning of the campsites, restrooms, day-use areas, and any debris that has fallen onto the sidewalks before the park opens for the season. The contractor will also replace all broken clips and reservation holders, from a government supply, as needed on site posts. These duties are shared by all contractors on site, and specific duties will be assigned by the QAR or a representative. During the season, the contractor shall open the park promptly at 7:00 AM each day. Required duties to open the park include opening the entrance gate if needed, unlocking the firewood box and day use facilities, and raising the flags if needed.

4.4.2 Closing Procedures: The contractor closes the park promptly at 10:00 PM each day. Required duties to close the park include lowering the flags at dusk if needed, clearing visitors from the day-use areas, documenting unregistered vehicles parked after hours without a pass, locking the firewood box, and locking the entrance gate at 10:00 PM if instructed to do so. The contractor cleans the interior and exterior of the Park Office as often as required and the last day on shift to maintain a clean, fresh smelling, and sanitary condition. At the end of the season, the contractor shall clean the park office and shut down the campground. Any office supplies that may be damaged during the winter months should be packed in an organized manner and kept in the park office for pick up, and any cleaning supplies that may freeze or be damaged over the winter should be removed from the restrooms, neatly boxed, and placed in the pumphouse. Closing duties will be divided amongst 41 and 43 positions.

4.5 Campsite Cleaning:

- a) The QAR or their representative will outline standards of cleanliness for all cleaning tasks. General standards include maintaining a litter-free environment, removing all equipment left behind by prior campers, maintaining clear and clean picnic tables, and emptying fire pits so that they are clear of waste and excessive ash or debris.
- b) Each campsite should be cleaned each time the site becomes vacant in order to provide a clean and sanitary facility for the next camper. Campsites should be inspected daily and cleaned as often as required to remove debris from the tables and ashes from the fire rings. Any unauthorized or makeshift fire rings shall be entirely removed.
- c) The fire rings must be cleaned by removing ashes, caked-on debris and other refuse daily or each time the site becomes vacant, in accordance with the QAR's standards of cleanliness. The contractor shall not remove gravel from any ground-mounted fire ring during cleaning procedures. The grounds within the campsite impact zone should be smoothed over, cleaned of litter, debris, needles, and ashes. The area within

a 4-foot radius around the fire ring or grill is required to be cleaned down to mineral soil to reduce fire hazard.

- d) All nails and ropes/string are to be removed from trees unless advised otherwise by a permanent ranger.
- e) The picnic tables shall be cleaned to remove all debris, litter, grease, etc., to provide a clean and sanitary appearance.

4.6 Specific Task: Custodial Services

4.6.1 Seasonal Cleaning Schedule:

4.6.2 Off Season Cleaning Schedule (See Technical Exhibit #8 for off-season schedule): During the off-season all restroom facilities described below shall be cleaned once and checked throughout the day to ensure paper products are stocked, trash receptacles are empty and that the floors are clear of discarded paper material. Floors must be swept or mopped as needed to maintain a clean and sanitary appearance. If any issues are found or reported to the contrary the contractor, upon notification, will immediately return the facility to a clean, stocked and sanitary condition. It is recommended that the restrooms and showers be cleaned from 1000-1200 in order to prevent cleaning during high use.

4.6.3 On Season Cleaning Schedule (See Technical Exhibit #8 for on-season schedule): During the on-season all restroom facilities described below shall be cleaned twice and checked throughout the day to ensure paper products are stocked, trash receptacles are empty and that the floors are clear of discarded paper material. Floors must be swept or mopped as needed to maintain a clean and sanitary appearance. If any issues are found or reported to the contrary the contractor, upon notification, will immediately return the facility to a clean, stocked and sanitary condition. It is recommended that the first restroom cleaning occur from 1000-1200 and the second from 1900-2100 in order to prevent cleaning during high use.

4.6.4 Restroom Services: The contractor shall maintain restrooms in a clean, sanitary, and tidy condition. This includes waterborne bathrooms and showers. The contractor shall unclog all plumbing fixtures located above the floor slab including but not limited to: toilets, urinals, sinks, floor drains, and the drinking fountains.

The contractor shall:

- a) Ensure that the restroom is clean, sanitary, and fresh smelling, devoid of cobwebs, spiders, and insects. Appearance or smell to the contrary will be considered as evidence of non-compliance with cleaning specifications.
- b) Set up appropriate "CLOSED" signs at building entrances during cleaning, remove signs 15 minutes after completion of cleaning.
- c) Never enter a restroom when it is occupied by anyone of the opposite sex, even if they approve. If a person of the opposite sex refuses to wait and enters during cleaning, the contractor shall immediately exit and wait for them to leave.

4.6.5 Stocking Supplies: The contractor shall ensure all restrooms are stocked sufficiently so that supplies do not run out.

4.6.6 Clean Drinking Fountains: The contractor shall clean and disinfect all polished metal surfaces, including the orifices and drain as well as exterior surfaces of the fountain. Drinking fountains shall be free of streaks, stains, spots, smudges, scale, and other obvious soil.

- 4.6.7 Clean Water Hydrants:** The contractor shall clean the concrete or gravel drain pads for all water hydrants as often as required to maintain a clean and sanitary condition, free of all debris, refuse, litter, and food remnants.
- 4.6.8 Remove Trash:** All trash containers shall be emptied during each restroom cleaning cycle and returned to their initial location. Boxes, cans, paper and other obvious trash placed near a trash receptacle shall be removed. Any obviously soiled or torn plastic trash receptacle liners should be replaced. The trash must be deposited in the nearest dumpster provided for this service. Trash receptacles shall be left clean, free of foreign matter, and free of odors. The Government reserves the right to add or remove trash receptacles at its sole discretion without additional compensation due to the contractor.
- 4.6.9 Restroom Exteriors:** Restroom building exteriors shall be swept or washed to remove any accumulation of cobwebs, insects, insect nest, bird nests, or dirt. Walkways shall be swept to the end of the walkway.
- 4.6.10 Pipe Chase and Utility Rooms:** The contractor shall clean the walls, floors, sinks, pipes, shelves, water heaters, equipment, and electrical cabinets to leave a clean, dust-free and cobweb-free appearance.
- 4.6.11 Pump House:** The contractor shall clean the interior and exterior of the pump house. The interior is cleaned, without using water, to remove dust, dirt, insects, and webs. Exterior walls and eaves must be cleaned to remove insects, nests, webs, dirt, and debris.
- 4.6.12 Cigarette Receptacles:** The contractor shall inspect the cigarette receptacles located at the restrooms and Park Office as often as necessary to maintain them in a butt and litter free condition. The contractor shall fill the can with sand to ensure a safe receptacle for cigarette butts.
- 4.6.13 Restroom Closure:** In the event the restroom is closed by the Government for any reason during the term of the contract, the contractor is responsible for maintaining up to ten (10) single stall chemical toilets during the period of closure. The contractor maintains the chemical toilets in a fully stocked, clean, and sanitary condition for the full duration of the closure. The contractor will not be responsible for pumping out the toilet vaults, or adding the chemical required.
- 4.6.14 Beach:** The beach must be cleaned and the sand leveled daily to remove all litter, debris, aquatic weeds, animal droppings, etc.
- 4.7 Day Use Operation:**
- 4.7.1 Day Use Area:** The Day Use Area is defined as all areas outside of the campground loops. This includes, but is not limited to, Doggie Island, the beach area, the horseshoe pit and sport court area, picnic area, picnic tables and playground area.
- a) **Playground Surface Upkeep:** The contractor shall loosen the playground sand weekly to maintain a soft, loose surface. This is a critical safety requirement.
 - b) **Horseshoe Pits:** In addition to the daily litter pickup, every week the horseshoe pit's sand shall be leveled and cleaned of all extraneous material (weeds, rocks, debris, etc.).
 - c) **Sports Court:** The park attendant shall clean the sports court weekly, to remove needles, dirt, gravel, litter, and other debris.

- d) **Volleyball Court:** In addition to the daily litter pickup, the volleyball court sand shall be leveled and cleaned of all extraneous materials weekly (weeds, rocks, debris, etc.).
- e) **Fishing Piers:** The park attendant shall check the fishing piers daily to remove litter and clean all extraneous material (weeds, rocks, debris, fish parts, etc.) on the piers.

4.7.2 Fire Rings and Grills: The fire rings and/or waist-high grills shall be cleaned by removing ashes and other dirt material before they reach the lowest “weepholes” located about 2/3 up from the base of the rings. Caked-on debris on fire rings and/or waist high grills should be removed. Ashes shall be placed into refuse dumpsters only after they have cooled sufficiently to pose no threat of starting a dumpster fire. Any unauthorized or makeshift fire rings shall be entirely removed. The Park Attendant shall not remove gravel from any ground-mounted fire ring during cleaning procedures.

4.7.3 Picnic Tables and Pads: The picnic tables shall be cleaned to remove all debris, litter, grease, etc., to provide a clean and sanitary appearance. The grounds around the picnic table shall be cleaned of litter, debris, needles, and ashes.

4.7.4 Litter Collection: The contractor should pick up, collect, and dispose of litter from the entire recreation area as often as necessary to maintain the recreation area in a litter-free condition.

4.7.5 Refuse Collection: All garbage cans must be inspected as often as necessary to ensure the cans are emptied, and a new bag inserted, whenever they are ¾ full of refuse.

4.7.6 Sweeping: Sidewalks, walkways, trails, stairways, and dumpster pads should be cleaned as often as necessary to remove needles, dirt, gravel, litter, and other debris, using a leaf blower if needed. Sweeping of roadways and parking lots is not a requirement of this contract and will be performed by others.

4.7.7 Dog Waste Disposal Stations: The contractor is required to check the supply of Doggie bags and replace with Government supplied bags as needed. The large garbage can bags must be replaced daily with Government supplied bags regardless of content, unless the bag is empty.

4.8 Group Shelter Operation: Fee Collection

4.8.1 Group Picnic Shelter Operation: The contractor shall maintain a current schedule of reserved events for the picnic shelter including dates, functions, groups, and number of persons from the RIS reservation system. The Park Attendant shall post the "Shelter Reserved" sign by 8:00 a.m. on any days for which the shelter has been reserved, and ensure that the shelter is clean and available. The "Shelter Reserved" sign shall also be removed by 8:00 p.m. on any day posted. For each reserved event, the contractor shall make personal contact with the individual in charge of the function and verify the reservation. Afterwards they must note if any damage, litter, or other infractions were observed so Corps Rangers may conduct the appropriate follow-up.

4.9 Group Shelter and Amphitheater: Custodial Services

4.9.1 Cleaning the Picnic Shelter: The picnic shelters shall be cleaned by 8 a.m. daily to maintain a clean and sanitary condition. The Park Attendant shall clean the interior and exterior of the picnic shelter including walls, floors, rafters and picnic tables.

4.9.2 Amphitheater Operation: The park attendant shall clean the amphitheater weekly to remove needles, dirt, gravel, litter, and other debris from the steps, stage, and surrounding trails.

4.10 Covid-19 Safety Requirements

- 4.10.1 Mitigation Strategies:** The contractor must follow all USACE mitigation strategies and guidance put in place by the Government, including but not limited to: social distancing, proper wearing of a face covering, and increased sanitization standards in shared office spaces. This may include meeting vaccination requirements, if mandated by federal law and regulations. This guidance may change over the course of the summer based on federal regulation.
- 4.10.2 Reporting Safety Hazards and Concerns:** Concerns regarding USACE mitigation strategies should be addressed to the QAR or to Josh Stearns, Albeni Falls Dam Safety Coordinator.

PART 5
APPLICABLE PUBLICATIONS

5. PUBLICATIONS

- 5.1 Corps of Engineers Manual, EM 385-1-1:** All work is required to be performed in accordance with safety requirements set forth in the most current Corps of Engineers Manual, EM 385-1-1, entitled "Safety and Health Requirements Manual" and supplements thereto, copies of which will be provided to the contractor. First aid kits and fire extinguishers are available for emergency use in each restroom building and Park Office. The contractor shall immediately report to the QAR or designated representative any unusual and/or potentially hazardous conditions or facilities requiring maintenance or repair which are observed during the performance of work. Safety Data Sheets (SDS) will be available at the worksite for Government furnished materials. All waste products and containers shall be disposed of in accordance with the applicable SDS.
- 5.2 Title 36, Code of Federal Regulations:** The contractor must abide by all applicable rules and Regulations set forth in Title 36, Chapter III, Part 327 and the Restrictions Memo signed by the Operations Project Manager.
- 5.3 Restrictions Memo:** This memo is specific to Albeni Falls Dam and its particular restrictions. A copy is included in each Park Attendant Manual.

PART 6

DEFINITIONS AND ACRONYMS

DEFINITIONS.

CONTRACTOR (Park Attendant). The person awarded the contract to provide Park Attendant services to the government as outlined in this contract.

CONTRACTING OFFICER. The Contracting Officer is the only person with the authority to enter into, administer, and or terminate contracts, make related determinations and findings on behalf of the government.

DESIGNATED REPRESENTATIVE. For this contract designated representative refers to a permanent ranger unless otherwise designated by the QAR.

DELIVERABLE. Anything that can be physically delivered, but may include non-manufactured things such as Deposit Summary Report and Extra Vehicle list.

QUALITY ASSURANCE REPRESENTATIVE (QAR). An employee of the U.S. Government appointed by the Contracting Officer to administer a contract. This individual has authority to provide technical direction to the Contractor as long as that direction is within the scope of the contract, does not constitute a change, and has no funding implications. This individual does NOT have authority to change the terms and conditions of the contract.

QUALITY ASSURANCE SURVEILLANCE PLAN (QASP). The QASP is an organized written document specifying the surveillance methodology to be used for surveillance of contractor performance.

RECREATION FEE CASHIER. The person who is responsible for auditing all fee collection duties.

SANITARY CONDITION. For the purposes of this contract sanitary condition means a chemical agent has been applied to remove germs and biological hazards.

SELF-CONTAINED RECREATIONAL VEHICLE (RV). For the purposes of this contract a self-contained RV is defined as a travel trailer, motor home, or fifth wheel trailer, which may be lived in without any electrical, water, or sewage hookups.

ACRONYMS

AFARS	Army Federal Acquisition Regulation Supplement
AR	Army Regulation
CFR	Code of Federal Regulations
CO	Contracting Officer
DFARS	Defense Federal Acquisition Regulation Supplement
DOD	Department of Defense
EM	Engineers Manual
FAR	Federal Acquisition Regulation
NRRS	National Recreation Reservation Service
POC	Point of Contact
PRS	Performance Requirements Summary
PWS	Performance Work Statement
QAR	Quality Assurance Representative
QASP	Quality Assurance Surveillance Plan
QC	Quality Control
QCP	Quality Control Program
RV	Recreational Vehicle
TE	Technical Exhibit

PART 7

ATTACHMENT/TECHNICAL EXHIBIT LISTING

7. Attachment/Technical Exhibit List:

- 7.1. Technical Exhibit 1 – Performance Requirements Summary
- 7.2. Technical Exhibit 2 – Deliverables Schedule
- 7.3. Technical Exhibit 3 – Facility Specification
- 7.4. Technical Exhibit 4 – Self-Contained Recreation Vehicle Description
- 7.5. Technical Exhibit 5 – Project Map
- 7.6. Technical Exhibit 6 – Park Attendant Work Schedule
- 7.7. Technical Exhibit 7 – Season/Office Hours

TECHNICAL EXHIBIT 1
Performance Requirements Summary

The contractor service requirements are summarized into performance objectives that relate directly to mission essential items. The performance threshold briefly describes the minimum acceptable levels of service required for each requirement. These thresholds are critical to mission success.

<u>Performance Objective</u>	<u>Standard</u>	<u>PERFORMANCE THRESHOLD</u>	<u>Method of Surveillance</u>
Basic Services	Perform operations in accordance with Paragraphs 4.1	90 %	Random, assessment of deliverables
Orientation Meeting and Training	Perform operations in accordance with Paragraphs 4.2	100%	Direct observation, random, assessment of deliverables
Park Operations	Perform operations in accordance with Paragraphs 4.3.1 – 4.3.20	90%	Random, assessment of deliverables, validated customer complaints
Opening and Closing Procedures	Perform operations in accordance with Paragraphs 4.4.1 – 4.4.2.	90%	Random, assessment of deliverables
Campsite Cleaning	Perform operations in accordance with Paragraph 4.5.	90%	Random, assessment of deliverables, validated customer complaints
Custodial Services	Perform operations in accordance with Paragraphs 4.6 – 4.6.14	90%	Random, assessment of deliverables, validated customer complaints
Day Use Operation	Perform operations in accordance with Paragraphs 4.7 – 4.7.7	90%	Random, assessment of deliverables
Group Shelter Operation: Fee Collection	Perform operations in accordance with Paragraph 4.8.1	90%	Random, assessment of deliverables
Group Shelter and Amphitheater: Custodial Services	Perform operations in accordance with Paragraphs 4.9. – 4.9.2	90%	Random, assessment of deliverables
Covid-19 Safety Requirements	Perform operations in accordance with Paragraphs 4.10. – 4.10.2	100%	Random, assessment of deliverables

TECHNICAL EXHIBIT 2

Deliverables Schedule

<u>DELIVERABLE</u>	<u>FREQUENCY</u>	<u># OF COPIES</u>	<u>MEDIUM/FORMAT</u>	<u>SUBMIT TO</u>
Proof of Bond	Week of Training	1 Copy	Electronic or Hard Copy	QAR
Proof of Insurance	Week of Training	1 Copy	Electronic or Hard Copy	QAR
Financial Summary Report	Weekly	1 Copy	Electronic or Hard Copy	QAR
Financial Detail Report	Weekly	1 Copy	Electronic or Hard Copy	QAR
Certified Mailing and Check/MO Receipt	Weekly	1 Copy	Electronic or Hard Copy	QAR
Credit Card Receipts	Weekly	1 Copy	Electronic or Hard Copy	QAR
Supply Orders	Weekly	1 Copy	Electronic	QAR
Daily Arrival Report	Daily	1 Copy	File in Office	QAR
Camper Onsite Report	Daily	1 Copy	File in Office	QAR
Recreation Area Report	Monthly	1 Copy	Electronic or Hard Copy	QAR
Dumpster Inspection Form	Monthly	1 Copy	File in Office	QAR
Safety Inspection Form	Monthly	1 Copy	Hard Copy	QAR
Invoice	Monthly	1 Copy	Electronic or Hard Copy	QAR
Minor Incident Report	As Needed	1 Copy	Electronic	QAR
Work Orders	As Needed	1 Copy	Electronic	QAR

TECHNICAL EXHIBIT 3

Facility Specifications

Facility Specifications.**RILEY CREEK RECREATION AREA FACILITIES**

- (40) Acres total park area, campground heavily timbered, day use area
- (67) Campsites: All sites are fee and have utility hookups. Each site has one picnic table, a fire ring and a water faucet.
- (3) Park attendant sites, with electrical, water, telephone, and sewer
- (26) Picnic tables in day use areas*
- (14) Fire rings and waist high grills in day use areas
- (1) Restrooms without showers
- (3) Restrooms with showers
- (1) RV dump station
- (1) Swim area
- (1) Boat ramp with 2 docks
- (2) Playgrounds
- (1) Volleyball Court
- (1) Sports Court
- (1) Horseshoe Court with 8 pits
- (2) Fishing Piers
- (1) Bicycle trail
- (1) Entrance gate
- (1) Park Office (Camper Registration and Fee Collection)
- (9) Garbage cans, 32 gallons each*
- (12) Recycle Cans*
- (5) Refuse dumpsters, 1.5 cu yd each*
- (8) Refuse dumpsters, 3.0 cu yd each*
- (3) Domestic water hydrants
- (7) Drinking fountains
- (1) Public pay telephone booth
- (1) Pump house
- (5) Bulletin Boards

Average Annual # of Visitors
40,000

Average Annual # of Campers
8,250

***NOTE: Numbers may change during the course of the recreation season.

For more information on Riley Creek refer to www.nws.usace.army.mil. This is the Seattle District web page. Go to Albeni Falls Dam under Recreation and select Recreation Areas once there. Select Riley Creek Recreation Area.

TECHNICAL EXHIBIT 4
Self-Contained Recreation Vehicle Description

The contractor shall provide a complete description of the self-contained recreation vehicle intended for use at the Government site as referenced in attached Statement of Work. This description shall accompany and be provided with offer as follows:

MAKE: _____

MODEL: _____

Length: _____

Meets Self-contained classification: YES _____ NO _____

Other Comments: _____

Additional Information: For additional information contact Sarah Kivela at (208) 437-3133; Ext. 252.

Sarah Kivela
Albeni Falls Dam
2376 E Hwy 2
Oldtown, ID 83822
208-437-3133 x252

TECHNICAL EXHIBIT 5

TECHNICAL EXHIBIT 6

Work Schedule

TECHNICAL EXHIBIT 7

Season/Office Hours

Off-Season:

FY2023

May 06, 2023 to May 24, 2023

May 31, 2023 to June 15, 2023

Park Office Hours: (6 p.m. – 8 p.m.) *Subject to change

On-Season:

FY2023

May 25, 2023 to May 30, 2023

June 16, 2023 to September 17, 2023

Park Office Hours: (6 p.m. – 8 p.m.) * Subject to change

(End of Summary of Changes)

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0001	Riley Creek 41 FFP Provide all personnel, living quarters, and transportation necessary to maintain park facilities in a clean and sanitary condition for the health and sanitation of park visitors and to provide customer service in a manner that will encourage return visits as defined in the performance work statement. FOB: Destination PSC CD: Z1PA	1	Job		

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
0002	Riley Creek 42 FFP Provide all personnel, living quarters, and transportation necessary to maintain park facilities in a clean and sanitary condition for the health and sanitation of park visitors and to provide customer service in a manner that will encourage return visits as defined in the performance work statement. FOB: Destination PSC CD: Z1PA	1	Job		

Requirement no longer
Needed.
N/A

NET AMT

ITEM NO	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
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0003	Riley Creek 43 FFP Provide all personnel, living quarters, and transportation necessary to maintain park facilities in a clean and sanitary condition for the health and sanitation of park visitors and to provide customer service in a manner that will encourage return visits as defined in the performance work statement. FOB: Destination PSC CD: Z1PA	1	Job		
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Requirement no longer
Needed.
N/A

NET AMT