



STATEMENT OF WORK (SOW) FOR PROJECT

**CZQZ 22-0045**

**B71 Asbestos Abatement**

Air Force Special Operations Command

27<sup>th</sup> Special Operations Wing

Cannon Air Force Base, New Mexico

27<sup>TH</sup> Special Operations Civil Engineer Squadron

8 May 2023

# **TABLE OF CONTENTS**

Table of Contents.....	2
<b>Division 01 – General Requirements.....</b>	<b>3</b>
Part 1 – General .....	3
Part 2 – Technical Description of Project.....	6
Part 3 – Submittals/Deliverables .....	8
Part 4 – Close-Out .....	9
Part 5 – References .....	10
<b>Appendix A – Drawings and Photos .....</b>	<b>12</b>
<b>Appendix B – Specifications.....</b>	<b>13</b>
<b>Appendix C – Forms.....</b>	<b>14</b>
<b>Appendix D – Guides and Standards.....</b>	<b>15</b>

# **DIVISION 01 – GENERAL REQUIREMENTS**

## **PART 1 – GENERAL**

### **1.0 Description of Proposed Work:**

Work to consist of asbestos abatement and lead paint removal. Abatement shall remove all materials identified on attached testing results report. Also, removal of hazardous lead-based paint on pipes and utility components throughout the interior of Building 71 through remediation and encapsulation. Remediation to include stripping and proper disposal of loose lead-based paint from surfaces and encapsulation by painting over existing paint with water-based paint sealing off all potentially exposed hazards of lead.

All work will take place in the interior of Building 71. The pipes that are to be worked on are exposed and not within the walls.

All work to be done in accordance with EPA regulations, 40 CFR Part 763, Subpart G, and all applicable rules and regulations resulting in a complete and useable facility.

**1.1 Period of Performance:** The Period of Performance (POP) duration is not to exceed 90 days after Notice to Proceed (NTP) is issued per paragraph 1.4.3.

**1.2 General Requirements:** The Contractor shall perform all the tasks necessary to deliver the requirement in compliance with this Statement of Work (SOW), Specifications, and Drawings attached to the contract. The Contractor shall supply all labor, materials, transportation, equipment, and supervision to provide a complete, finished, functional product meeting the specifications provided. Refer to UFGS Section 01 14 00 Work Restrictions for this project.

**1.3 Administrative Requirements:** The Contractor shall identify a lead Program Manager who shall perform all program management functions and tasks necessary to satisfy the requirements consistent with operational quality, safety, security, and environmental standards as required in the Specifications listed: UFGS 01 30 00 Administrative Requirements, UFGS 01 35 26 Government Safety Requirements, and UFGS 01 45 00.00 10 20 Quality Control for Minor Construction. The Government shall provide insight and guidance to the contractor for all technical and programmatic activities performed under this contract.

1.3.1 On-Site Supervision: The Contractor shall provide the manpower, equipment, materials, services, and transportation necessary to ensure oversight services throughout accomplishment of this contract. It is the responsibility of the Contractor to establish and maintain open communications with the Contracting Officer (CO) and Contracting Officer Representative (COR) associated with accomplishment of this contract and as required in the specifications listed above in *Administrative Requirements*.

1.3.2 Staffing and Resources: The Contractor shall provide the manpower, equipment, materials, services, and transportation necessary to execute the project requirements in accordance with contract documents and within the period of performance.

1.3.2.1 Qualified Personnel: The Contractor shall ensure that only qualified, competent personnel carry out the tasks outlined in UFGS 01 35 26, Governmental Safety Requirements. Competent is defined as registered professional or, where registration is not applicable, trained and/or certified in their respective field. If a key personnel position is vacated, the contractor shall refill the position within 48 hours. Key personnel are as follows: Project Manager, Site Superintendent, Site Safety and Health Officer, and the Quality Control Manager. The employee filling each of these positions shall meet the minimum experience requirements of UFGS 01 30 00, Administrative Requirements, UFGS 01 35 26 Governmental Safety Requirements 1.6.1.1, and UFGS 01 45 00.00 10 20 Quality Control for Minor Construction. The contractor shall submit the qualifications of the employee(s) who will be assigned to each role.

#### **1.4 Execution:**

1.4.1 Designs: The Government will provide the Contractor with 100% Design Drawings and any available existing engineering plans, as-built drawings, diagrams, aerial photographs, and digitized map files to facilitate evaluation of the site/building, as needed. Use of any such available existing engineering plans, as-built drawings, diagrams and other data provided by the USAF does not relieve the Contractor of his/her responsibility for field measurement verification, utility locates, and validation of existing conditions in the effort of developing their own necessary design/construction drawings for this project.

1.4.2 Contractor Operation Hours: The Contractor shall establish a work schedule, which requires work to be performed from 7:00 AM to 4:00 PM, Monday through Friday. The Contractor shall provide to the CO or COR in writing any request to work additional hours or weekends, a minimum of 7 days prior to the requested time interval. The contractor shall receive written approval from the CO prior to any overtime being worked.

1.4.3 Award, Pre-Construction Conference and Notice to Proceed (NTP): The Contractor shall schedule a pre-construction conference within two (2) weeks after contract award. The pre-construction conference will be held in the 27 Special Operations Contracting Squadron (SOCONS) conference room or via teleconference, for coordination with appropriate base organizations and the requiring agency. The meeting shall be led by the CO and COR and will discuss all aspects of the required work. At a minimum, there should be a review of all material submittals, drawings, statement of work, schedule, safety and accident protection, coordination's required (i.e. power outages, work

permits), Hazardous Materials (HAZMAT) and waste storage/disposal, administrative issues, traffic control, as-built criteria, performance requirements, security procedures, and any questions the contractor may have. The pre-construction conference shall be held prior to issuing NTP on any project by the CO.

1.4.4 Pre-Construction Site Survey: Prior to the start of any on-site construction activities, the Contractor shall: conduct a project site condition survey with the 27 Special Operations Civil Engineering Squadron (SOCES) Construction Manager (CM) and COR. The Contractor shall note the condition of trees, shrubs, grassed areas, concrete, asphalt, and any structural damage that may exist immediately within or adjacent to the work site. Existing infrastructure that is not part of the project shall be maintained in working order. If damage occurs, it is the responsibility of the Contractor to restore the infrastructure to equal or better condition than it was prior to the damage. If the Contractor fails to note conditions, the government shall direct the Contractor's repairs and may require a full removal and replacement of the damaged infrastructure by qualified personnel.

1.4.4.1 Verification of Existing Conditions: Use of existing condition data provided by the USAF conveys acceptance and as such does not relieve the Contractor of liability associated with performance as the Engineer of Record. The Contractor shall be solely responsible for verification and validation of existing conditions, coordination of existing conditions in parallel with proposed requirements, and above and below-grade condition assessments. The Contractor shall visit the premises and take into consideration all conditions which might affect the work. The Contractor shall field verify all dimensions or examine covered connections before ordering materials or performing any work. Unless there are unforeseen site conditions which the contractor could not have been aware of prior to the commencement of the project, no consideration will be given to any claims based on lack of knowledge of existing conditions.

1.4.5 Construction: Upon the approval of CO, completion of the pre-construction survey per paragraph 1.4.3, and written NTP, the Contractor may commence the material approval submittal process. Upon signature and approval of AF Form 103, Work Clearance Request per paragraph 1.5.1, on-site construction activities may commence.

1.4.6 Safety: The Contractor shall comply with UFGS 01 35 26, Governmental Safety Requirements, the Occupational Safety and Health Administration (OSHA) standard Title 29 Part 1926 Construction, the current U.S. Army Corps of Engineers, "Safety and Health Requirements Manual", EM 385-1-1.

1.4.6.1 Temporary Fence: Job site fencing/barriers are required. The Contractor shall provide temporary fencing around the site perimeter and site signage

as determined by COR and the CO, in accordance with specification UFGS 01 50 00 Temporary Construction Facilities and Controls.

- 1.4.6.2 Construction materials and equipment shall not block facility egress points and emergency vehicle access in accordance with specification UFGS 01 50 00 Temporary Construction Facilities and Controls.
- 1.4.7 Use of Utilities: The Contractor shall provide sanitary facilities, and telephone service for their own use. Water will be supplied without charge via base fill station. The Contractor shall be responsible for providing all materials and operations necessary to make connections and/or hookups to these hydrants. Hydrant connections shall include backflow preventers provided by the Contractor. Prior to use, the backflow preventer must be routed through the COR to be approved by the Water and Fuel Systems Maintenance (WFSM) shop.

## **1.5 Work Planning/Coordination**

- 1.5.1 Work Permit/Utility Coordination: The Contractor shall submit the standard AF Form 103 Work Clearance Request required prior to starting any construction. A signed AF Form 103 is required prior to any work performed on the site. The AF Form 103 will be furnished to the Contractor upon award. Approval typically takes 7-10 days.
- 1.5.2 Utility Outages: If it becomes necessary to interrupt work activities in buildings and/or areas for construction purposes, the Contractor shall provide information and request permission, in writing, to the 27 SOCES CM/COR for coordination of outages 21 calendar days in advance. Requests shall stipulate specific utility system(s) to be affected, location of work, time at which shutdown will occur, and duration of the outage for each system. Outages shall be kept to a minimum both in number and duration. Please reference UFGS 01 14 00 Work Restrictions for more information.
- 1.5.3 Staging Area: At the contractor's request, the COR and 27 SOCES CM will identify space on the jobsite or in a base Contractor outdoor staging area/laydown yard where the Contractor may deliver and store non-hazardous materials within the installation. The Contractor may also provide their own field offices, and trailers, and they must be in accordance with specification UFGS 01 50 00 Temporary Construction Facilities and Controls.
- 1.5.4 Base Access and Security: The Contractor shall ensure that all employees comply with security requirements imposed by Cannon Air Force Base (CAFB) when entering, occupying and departing the base. All contractor personnel shall be screened prior to being granted base access. Base access will be given at the discretion of the 27 SOSFS. Initial base access can be obtained through the CO. The contractor and their employees (to include partners and subcontractors) shall be able to gain and maintain base access for the duration of the project.

## PART 2 – TECHNICAL DESCRIPTION OF PROJECT

**2.0 General:** The scope of work includes the abatement of building 71 to make the building suitable for habitable use. Concept Drawings to supplement all work described herein this SOW shall be provided by the Government before work start. Work includes but is not limited to stripping tile and mastic from designated floor areas, and painting over exposed pipes, ducts, and other utility components in designated areas. Work also includes the thorough cleaning of all doors and windows, plumbing, mechanical and electrical systems components, drop in ceiling panels and any other openly exposed components.

NOTE: Building alarm system shall be retained. Ensure system is not disturbed or removed during construction activities.

### **2.1 Demolition** (Reference sheet A101)

- 2.1.1 Floors: Demolish all carpet, vinyl tile and all other existing floor finishes in vault and workspace areas of floor as shown on attached asbestos location plan. Also, remove any / all adhesives used to adhere finish materials to the concrete slab in designated areas. (Approx. 174 s.f.)
- 2.1.2 Walls: Remove any loose paint or other finish materials at all walls, pipes and / or any other fixtures or features. (Approx. 50 s.f.)
- 2.1.3 Demolish / remove all exposed pipe insulation within the building.
- 2.1.4 Doors / Windows: Thoroughly clean all doors, windows and glazing within the building.
- 2.1.5 Casework and Accessories: Thoroughly clean all cabinets and other accessories throughout the building.

### **2.2 New Construction** (Reference sheet A101)

- 2.2.1 Civil/Structural: N/A
- 2.2.2 Architectural:
  - 2.2.2.1 Paint: All interior walls within the main building, lobby, vault areas, work area, lounge, upper-level mechanical space and entry vestibule. (Approx. 4,225 s.f.)
  - 2.2.2.2 Patchwork: Patch / repair all holes or damaged areas of drywall throughout the building interior prior to re painting.
  - 2.2.2.3 Floors: Patch / repair and reseal concrete floors throughout the building interior. (Approx. 174 s.f.)
- 2.2.3 Mechanical / Plumbing:
  - 2.2.3.1 Ductwork: clean the interior of all existing hvac ducts and registers installed in floor slab.

2.2.4 Electrical: N/A

**2.3 Recycling/Construction Debris Diversion:** See 27 SOCES Environmental Specification UFGS 01 57 19.

**2.4 Environmental Requirements:** The Contractor shall comply with all relevant and applicable Federal, State, and local environmental laws, regulations, and executive orders, and base regulations as documented in 27 SOCES Environmental Specification UFGS 01 57 19 and NMAC 20.6.2 which outlines provisions to help ensure Contractor compliance with environmental law and base requirements. Any project waste that does not meet these specifications shall be disposed of off base in accordance with (IAW) Federal, State, and local environmental laws, regulations, executive orders and procedures.

### PART 3 – SUBMITTALS / DELIVERABLES

**3.0 Format for Deliverables:** An electronic copy of all deliverables shall be provided, formatted for use on the latest version and compatible with the Government’s version of Microsoft Word, Excel, Adobe Acrobat and, if applicable, AutoCAD version. All deliverables shall be dated. Samples may be provided to the Contractor upon request. Refer to 01 33 00 Submittal Procedures for additional submittal information.

**3.1 Submittal Register:** A draft submittal register is provided for this project included within Appendix C. Provide submittals and maintain the Submittal Register throughout project construction POP, as required by the Specifications UFGS 01 33 00, Submittal Procedures. Additionally, Contractor shall comply with submittal requirements of the schedule of material submittals (SOMS), specifications and this SOW. Submittal requirements may change based on the means and methods chosen by the construction Contractor and are governed by the specifications. Contractor shall submit the Master Submittal Register to the CO and COR within fourteen (14) calendar days after the NTP.

3.1.1 All submittals shall be submitted to the CO and COR on an AF Form 3000, Material Approval Submittal (Appendix C).

3.1.2 The Contractor shall plan for, and submit submittals requiring Government approval prior to the acquisition of the material or equipment covered in the SOW.

**3.2 Government Review:** For all submittals and deliverables requiring Government review, the Contractor shall allow fourteen (14) calendar days for Government processing and review unless otherwise stated. Government approval shall be received prior to use/implementation of materials or equipment requiring government review.

3.2.1 Approved Submittals. The Government’s approval of submittals shall not be construed as a complete check but will indicate only that the general method of construction, materials, and other information are satisfactory. Approval will not relieve the contractor of the responsibility for any error that may exist.

3.2.2 Disapproved Submittals. The contractor shall make all corrections required by the Government and furnish a corrected submittal. Corrected submittals shall be submitted as required by the disapproved submittal, after receipt of disapproved submittal. If the contractor considers any correction indicated on the submittals to constitute a contract change, a notice shall be given promptly to the CO and COR.

**3.3 Contract Progress Schedule (AF 3064):** Within fourteen (14) calendar days of contract award the Contractor shall submit a project schedule showing all long lead material procurement timelines, major project milestones, definable features of work and shall clearly identify the critical path. Contractor shall provide this schedule on an AF 3064, and in accordance with UFGS 01 32 16.00 20, Small Project Construction Progress Schedules. The Contractor will submit an updated AF 3064 as directed by the CO and COR.

**3.4 Contract Progress Report (AF 3065):** The Contractor shall submit AF 3065, Contract Progress Report (Appendix C). This report shall be signed by the Contractor's on-site representative. The work elements and percentages of the total job identified on the AF 3065 shall be identical to the work elements and percentages on the AF 3064. The Contractor shall obtain the COR approval by signature of the actual reported progress prior to submission. The report shall also include the following:

- a) Current Project Status
- b) Expected work activities for the following month
- c) Problems and/or concerns
- d) Updated Submittal Register (Appendix C)

Each invoice submitted in WAWF shall be accomplished by an AF 3065 signed by the COR. The AF 3065 and invoice shall all cover the same time period. If the COR does not agree that the progress is as represented by the Contractor, they shall return the documents to the Contractor for correction.

## PART 4 – CLOSE-OUT

**4.1 General Requirements:** The Contractor shall perform all closeout requirements as shown in UFGS 01 78 00 Closeout Submittals and UFGS 01 78 23 Operations and Maintenance Data.

**4.2 Final Inspection:** The Contractor shall conduct a Final Inspection with 27 SOCES and 27 SOCONS and shall publish the findings in a Final Inspection Report. The contractor shall publish the Pre-Final Inspection findings in a Pre-Final Inspection (Punch List) Report. All punch list items shall be resolved prior to acceptance. At the Final Inspection, the Contractor shall present a completed DD Form 1354 to the 27 SOCES COR for signature and acceptance by the Base Civil Engineer (BCE). A draft DD Form 1354 can be found in Appendix C. Refer to UFGS 01 78 00 Closeout Submittals for additional closeout information.

**4.3 As-Built Drawings:** The construction Contractor shall ensure their as-built AutoCAD (computer-aided design) and GIS (geographic information systems) submittal is compliant with

the latest CAFB CAD/GIS standards, and AEC CAD Standards. CAFB CAD/GIS standard template files are available upon request.

**4.5 Warranty Information:** The Contractor shall provide a one (1) year warranty on labor and materials in addition to manufacturer warranties. The warranty shall be issued in accordance with FAR 52.246-21, Warranty of Construction. The warranty data shall be submitted to the Government within seven (7) calendar days of final inspection. The contractor shall also provide documentation on all manufacturer's extended warranties.

**4.6 O&M Data:** In compliance with UFGS 01 78 23, Operations and Maintenance Data, the Contractor shall submit one (1) hard copy and one (1) electronic copy containing operations and maintenance information prior to project closeout. The O&M data shall be submitted to the Government within seven (7) calendar days of final inspection.

**4.7 Final Payment:** Prior to final payment, the contractor shall submit and receive approval of all required submittals, including 100% completion of work listed on the AF 3064, and complete all work according to contract documents.

## PART 5 – REFERENCES

**5.0 References:** For the contractor's convenience, applicable specifications sections are referenced in this SOW; however, it is the contractor's responsibility for compliance with contract documents including this SOW, 100% drawings and provided specifications that are applicable to the means and methods chosen by the contractor. Should further guidance be required, the contractor shall submit a written request for information (RFI) for government review and response.

**5.1** The contractor shall comply with all applicable Federal, State, Local, DoD, and Air Force regulations, including supplements pertaining to base policies, safety, traffic control, and fire prevention. Additionally, all work associated with this project shall comply with:

- A. Unified Facility Criteria (UFC):  
[http://www.wbdg.org/ccb/browse\\_cat.php?o=29&c=4](http://www.wbdg.org/ccb/browse_cat.php?o=29&c=4)
- B. Unified Facility Guide Specifications (UFGS):  
[http://www.wbdg.org/ccb/browse\\_cat.php?c=3](http://www.wbdg.org/ccb/browse_cat.php?c=3)
- C. Architectural Barriers Act (ABA): <http://www.dol.gov/agencies/oasam/centers-offices/civil-rights-center/dlms2-0600>
- D. Air Force Criteria as published on the Whole Building Design Guide:  
[http://www.wbdg.org/ccb/browse\\_org.php?o=33](http://www.wbdg.org/ccb/browse_org.php?o=33)
- E. UFC 1-200-01 General Building Requirements - Review this document as it is applicable to all new and renovated Government-owned facilities for the Department of Defense. Review this document for current International Building Code (IBC) adoption, and other design criteria requirements

**END OF SECTION**

