

**DEPARTMENT OF JUSTICE  
FEDERAL BUREAU OF PRISONS**

**Federal Correctional Institution  
Bennettsville, SC**

**PROJECT 23Z3AP4 – REPLACE 6 WASHER**

**SCOPE OF WORK**

April 13, 2023



**FACILITIES DEPARTMENT**

**STATEMENT OF WORK  
REPLACE 6 WASHER – PROJECT 23Z3AP4  
FEDERAL CORRECTIONAL INSTITUTION  
Bennettsville, South Carolina**

**1. REQUIREMENT**

**1.1 OBJECTIVE**

The Contractor shall provide to the Federal Bureau of Prisons (FBOP) all necessary labor, equipment and materials and related services for the installation of (6) new Washer-Extractor at Federal Correctional Institution, Bennettsville located at 696 Muckerman Road. The contractor will provide washing machine, deliver, install and do startup on (2) new Milnor 42026V6Z, (1) new Milnor Model 36026V5J and (3) new Milnor Model MWF18J8 Washer-Extractor or approved equal.

**1.2 BRAND NAME OR EQUAL**

A Milnor 42026V6Z, 36026V5J and MWF18J8 Washer-Extractor or equal product will be accepted. Should a quotation be issued by a contractor for equal products, the contractor shall submit all product information/specification for the equal products in the contractor's bid/proposal. Failure to submit the product information/specifications with your bid/proposal will be considered non-responsive and the contractor's bid/proposal will not be considered.

**1.3 CONTRACTOR RESPONSIBILITIES:**

- A. Contractor shall be responsible for the procurement and delivery of all equipment, project management, labor, and certifications. The Government will perform/provide the water supply connection, drain connection and electrical connection.
- B. Contractor will be certified/authorized by the manufacturer to perform installations/repairs.
- C. Contractor shall take all necessary precautions to ensure against all damage to the existing property. Any damaged items shall be repaired or replaced by the Contractor, at no additional cost to the contract, nor the Government.
- D. Contractor shall coordinate with the Contracting Officer's Representative (COR) to coordinate an installation schedule.
- E. Contractor shall provide a designated Project Manager (PM) for administration of this project, and an on-site manufacturer/trade certified personnel (eg. Journeyman) while installation is in progress.
- F. Contractor will be permitted to wear jeans in the institution, however, green or khaki-color clothing will not be allowed. The clothes will be proper and suitable for the services that are being provided.
- G. Lunches will be consumed at the work site. Contractor shall ensure they have everything they need for their lunch when they check-in first thing in the morning.
- H. Federal smoking policy on Federal property states that smoking is only allowed in designated areas. This policy will be strictly enforced.
- I. The contractor will be responsible for notifying the Facilities Department if any interruption of service.

#### **1.4 GOVERNMENT RESPONSIBILITIES:**

A. The FBOP will provide a secure lay-down area for storage of all equipment and material deliveries from the Contractor. The FBOP does not take any responsibility for the security of such equipment and materials. The Contractor will work thru the COR to address any security issues relating to storage.

#### **1.5 UTILITIES**

A. The FBOP will provide electrical service for installation of washer.

B. The FBOP will provide restroom services. Contractor will use staff restrooms in the Facilities Area.

C. The FBOP will provide water. Contractor will provide all supplies and materials needed to complete this project, except for water, and power connections.

D. The FBOP will supply all material for making the connections for water, drain, and power.

E. The FBOP will make the connections for water, drain, and power.

#### **1.6 SECURITY/WORKING HOURS**

A. All work is to be completed between the hours of 8:00 AM - 3:00 PM, Monday - Friday, excluding weekends and federal holidays.

B. Any work required to be completed at any other time than noted above must be scheduled five (5) working days prior to the start of the work, and approved by the Facility Manager and Contracting Officer.

C. No work will be conducted on weekends, or federal holidays.

#### **1.7 DELIVERY OF MATERIALS**

A. All construction materials/equipment required for work on this project is required to be processed by the Contractor and coordinated with the COR for temporary storage.

B. All other construction related deliveries which are directly shipped to the contractor can be received between the hours of 7:30 AM - 1:00 PM, Monday - Friday, excluding federal holidays. At no point will a FBOP staff member receive or sign for a delivery if the contractor or his representative is not present to verify and accept the delivery.

C. Under no circumstances will the FBOP or its staff be responsible for the acceptance of any Contractor or company deliveries.

D. The Contractor shall be responsible to provide for loading and unloading contractor material and equipment. FBOP will not be used.

E. The Contractor shall not use the driveway ramp for the loading, unloading, or storage of any materials or equipment. The contractor will not impede/block the driveway ramp at any time during or after the work shift.

#### **1.8 STORAGE OF MATERIALS AND EQUIPMENT**

A. All construction material/tools shall be stored in a designated area mutually agreed upon between the COR and the contractor. All tools will be inventoried prior to entering the institution. At the start of each work day all

tools will be inventoried out on a daily tool inventory sheet and at the end of the work day all tools will be inventoried back in to ensure accurate accountability of all tools at the end of each work day.

#### **1.9 SECURITY CLEARANCE/CONTRACTOR BADGES.**

- A. All contractors/sub-contractors (no exceptions) working on the grounds of FCI Bennettsville will pass a security clearance prior to entry.
- B. The contractor will be responsible to provide the necessary information for security clearance on the paperwork for employees to a designated person (COR) that will be the point of contact.
- C. In the event a contractor's employee does not pass the security clearance, it shall be the contractor's responsibility to submit another employee for security clearance.
- D. All security clearances shall be submitted to a designated person (COR), a minimum of ten working days after receiving the packets. Security clearances will be in effect for the term of up to one year, prior to the expiration period ending September 30 of each calendar year.
- E. All contractors and sub-contractor employees will provide a check list of all employees on site-each day to the COR, verifying the number of workers on site each day and that all workers are pre-approved to be on the site.

#### **1.10 ADDITIONAL INFORMATION**

- A. Restrictions on Contract Workers - The contractor shall not supervise inmates, supervise Bureau of Prisons staff, participate in inmate accountability, requisition, sign for, or pick up supplies, formulate policy or procedures, or attend meetings, staff recalls or staff functions.
- B. Inmate Management - The provision of services under this proposed contract will require frequent and unsupervised contact with inmates. The contractor will not be responsible for the management of inmates except to ensure that those inmates involved in activities within the contractor's scope of work shall abide by all rules, in effect, to ensure the safety and well-being of all participants. The contractor will report any infractions of rules and regulations by any inmate to the Facility Manager or the COR.
- C. Institution Security - The Contractor agrees to adhere to all regulations prescribed by the institutions in regards to the safety, custody, and conduct of inmates. The Bureau of Prisons requires all non-employees to sign in and out of the institution for security reasons. Contractor will be required to attend a one-time orientation program, consisting of approximately four (4) hours, prior to performing any services under this contract. The date and time for this orientation will be mutually agreed upon by both parties, and reimbursement for attendance will be bid as a specific line item.
- D. Method of Performance - The contractor has sole responsibility and discretion for choosing and implementing the manner and method of performing tasks outlined in this Statement of Work as long as the requirements are met in accordance with the policies described above.

The requirement, although not directly supervised, shall be reviewed by institution Facilities staff to ensure contract compliance. The contractor's performance will be evaluated in accordance with FAR Part 42. Contract monitoring reports will be prepared by the COR and maintained in the contract file.

## **2. TECHNICAL SPECIFICATIONS**

### **2.1 INTRODUCTION:**

The performance called for in this Statement of Work (SOW) consists of providing all necessary labor, equipment and materials and related services to include the installation of a new washer. This work shall be performed in strict accordance with this SOW. All recommendations suggested by the manufacturer will be included in the installation.

### **2.2 SCOPE OF WORK**

A. Provide (2) new Milnor 42026V6Z Washer-Extractor or equal product. This washer will include air operated steam. The washer must have Rinsave water saver feature. The washer will be 480V/60/3 electrical service connection. The washer will be configured with the correctional package for security. The washer must have a washing capacity of 140lbs. Provide (1) Milnor Model 36026V5J 100 lb. Capacity Washer/Extractor Hard Mount; 150 G-Force Extract Speed; E-P Plus Controller; RinSave Water Saver Includes Prison Package, Electrical Service 480v/60cy/3ph. Provide (3) Milnor Model MWF18J8 45 lb. Capacity Washer/Extractor Soft-Mount; 300 G-Force Extract Speed; E-P Plus Controller; RinSave Water Saver, Includes Prison Package, Electrical Service 480v/60cy/3ph.

### **2.3 SUBMITTALS**

- A. Product Data
  - 1. Written list of all materials for use in this project.
  - 2. Manufacturer's literature, specifications, recommendations and installation instructions for dishwasher.
- D. Installer Certificate: Signed by manufacturer certifying that installer is approved, authorized, or licensed by manufacturer to install specified roofing system.
- E. Warranty: Sample copy of manufacturer's standard warranty stating obligations, remedies, limitations, and exclusions of warranty.
- F. Closeout Submittals:
  - 1. Installer's Certification: Certification that works under this Section has been installed in accordance with these specifications.
  - 2. Manufacturer's maintenance Instructions.

### **2.4 QUALITY ASSURANCE**

- A. Installer Qualifications: Installer specializing in installing dishwasher, and who is approved, authorized, or licensed by the manufacturer to install manufacturer's product.
- B. Identify materials with appropriate markings of applicable testing and inspecting.
- C. Pre-Construction/Pre-Installation Meeting:
  - 1. Before beginning work a Pre-Installation meeting will be held. The meeting will be attended by the contractor and all subcontractors and the following institution staff members Facility Manager, General Foreman, Safety Manager, Correctional Services Representative, Contracting Supervisor, and COR.

2. Conflicts among those attending the meeting shall be resolved and confirmed in writing before work is begun.

3. Agenda:

- a. Review methods and procedures related to work.
- b. Tour representative areas of Laundry, and inspect and discuss conditions and other preparatory work performed by other trades.
- c. Verify availability of materials, equipment, and facilities needed to make progress and avoid delays.
- d. Safety requirements.
- e. Additional items to be provided by the Contracting Officer regarding the contract.

4. Installation, material handling, and associated equipment shall conform to and be operated in conformance with OSHA safety requirements.

5. Provide a sufficient number of filled and operating fire extinguishers meeting current code standards.

6. Coordinate the work of other trades involved in the project for safe operations.

7. Determine areas on the job site to be used as work and storage areas.

## **2.5 DELIVERY, STORAGE, AND HANDLING**

A. Deliver washing machine to project site in original containers with seals unbroken and labeled with manufacturer's name, product brand and type date of manufacture, and directions for storing and mixing with other components.

## **2.6 PROJECT CONDITIONS**

A. Work will be completed in an operational Laundry area all requirements of infection control and sanitary controls should be used.

## **2.7 WARRANTY**

A. Standard Manufacturer's Warranty: Submit a written warranty, without monetary limitation, signed by manufacturer, agreeing to promptly repair resulting from defects in materials or workmanship for a period of not less than 1 years.

## **3. PRODUCTS**

### **3.1 MANUFACTURERS**

(2) Milnor 42026V6Z Washer-Extractor or equal product will be provided.

(1) Milnor 36026V5J Washer-Extractor or equal product will be provided.

(3) Milnor MWF18J8 Washer-Extractor or equal product will be provided.

## **4. EXECUTION**

### **4.1 EXAMINATION**

A. The contractor will examine the current location of the existing washer to evaluate the access and the location of the washer.

### **4.2 PREPARATION**

A. The FBOP will remove the existing washer.

B. The FBOP will provide connection for water supply, machine drain, ventilation, and power.

- C. Laundry Services will have contractor for chemicals make connection for chemicals.
- D. The contractor will deliver the new washer to the Outside Warehouse. The contractor will be responsible for the assembly & set up of the washer.
- E. The contractor will go thru a startup and operation of the washer with maintenance staff.
- F. The contractor will go thru proper operation of the washer with Laundry staff.

**END OF STATEMENT OF WORK**