

STATEMENT OF WORK  
FOR  
SERVICES

SITE PREPARATION AND FENCING WITH GATES  
AT  
NORTHERN NAVAJO MEDICAL CENTER  
SHIPROCK, NEW MEXICO

MARCH 30, 2023

SHIPROCK SERVICE UNIT

1. **INTRODUCTION:**

1.1. The Northern Navajo Medical Center (NNMC), at elevation 5,200 ft. in Shiprock, New Mexico is located in the Four Corners area of the United States where New Mexico, Arizona, Colorado and Utah meet. Northern Navajo Medical Center is one of five facilities located within the Shiprock Service Unit. The Shiprock Service Unit is the largest service unit of the Navajo Nation. NNMC requires professional services and expertise to perform the following work:

- a. Provide an area for conex and staging area, North of the NNMC Maintenance department.

2. **PROJECT BACKGROUND:**

2.1. NNMC is expanding in some areas of the 25+ year old hospital, we require staging area for our contractors to use and keep their equipment and conex storage secured and fenced.

- a. Level and grade area for staging, secured with chain link fence and 2 access gates.

3. **PROJECT DESCRIPTION:**

3.1. Maintenance Staging area requires ground leveling and permanent chain link fence area (80 ft X 80 ft X 6 ft height) with two (2) gates, each 12 ft wide. NNMC plans to use this area as contractor staging area and parking.

- 3.2. All work will be performed by certified and qualified technicians familiar with site preparation.
- 3.3. Site work must be communicated to general public with signage and email notices.

4. **CRITERIA:**

4.1. The project includes but not limited to the following work:

- a. Conduct all work in safe and efficient manner.
- b. All tools, materials (includes electrical), labor, equipment, and all other project needs to completion is the contractor's responsibility.
- c. Coordinate with all NNMC staff assigned.

4.2. Codes and Standards: contractor to perform work and all services according to codes and standards;

- a. Adhere to Pre-Construction Risk Assessment (PCRA), Construction Permit criteria and all other guidelines administered by NNMC.
- b. Contractor shall provide all necessary and required PPE shall be worn at all times.
- c. Contractor to follow COVID-19 protocols.

5. **GENERAL REQUIREMENTS:**

5.1. All work based on Method of Procedure needs to be communicated to Project Manager prior to work beginning and all NNMC safety procedures will be adhered to (PCRA, Above Ceiling Permit)

5.2. Contractor will check in with Project Manager to obtain a Contractor ID badge which will take approximately 15- 30 minutes.

5.3. Pre-Construction Risk Assessment and Infection Control Risk Assessment required before work is started.

- 5.4. All contractor working hours will have to be discussed and agreed upon with facility prior to work starting. The Contractor shall furnish a schedule of the dates agreed upon with the Project Manager at least one day in advance.
- 5.5. All work needs to be conducted in a professional manner.
- 5.6. Contractor project results and goal – provide compacted Aggregate Base Course parking area and concrete slab for parking structure.
- 5.7. Contractor is responsible for any damages to government property caused by contractor staff, equipment and their duties.

6. **SPECIAL REQUIREMENTS:**

- 6.1 All work will be conducted in a manner to prevent contamination to work and adjacent areas, precautionary and best practices shall be used working in and near a health facility environment.
- 6.2 Work areas shall be kept neat, practicing good housekeeping every day.
- 6.3 Any change in cost to project shall be brought to the attention of the Project Manager and Contracting Officer Representative (COR) before proceeding. All costs to complete project from start to finish is to be included in original project bid.

7. **Period of Performance:**

- 7.1. The period of performance (POP) shall be decided on the award. POP shall be within project start date to October 1, 2023.

8. **Contact Information:**

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| 8.1. Jonah Shorty, Maintenance Supervisor (COR, Project Manager #1) | 505-368-6158 |
| 8.2. Quentin Benally, General Engineer (Project Manager #2)         | 505-368-6155 |
| 8.3. Marvin Bitah, Quarters Maintenance Supervisor                  | 505-368-6153 |
| 8.4. Chris Begay, USRO Supervisor                                   | 505-368-6152 |

Staging Area, North of Maintenance Department – Fenced with 2 Gates, approximately 80' x 80'

