

STATEMENT OF WORK

FOR

**BUILDING 165 GENERATOR
PROJECT NO. SPBN 232003**

MAY 2023

**MASSACHUSETTS AIR NATIONAL GUARD
OFFICE OF BASE CIVIL ENGINEER
102nd INTELLIGENCE WING
OTIS AIR NATIONAL GUARD BASE
JOINT BASE CAPE COD, MASSACHUSETTS 02542-1330**



**FOR UNITED STATES PROPERTY AND FISCAL OFFICER
MASSACHUSETTS NATIONAL GUARD**

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DIVISION I

SECTION 01-11-00 SUMMARY OF WORK

PART 1 - GENERAL

1. GENERAL

1.1. This section covers the administrative requirements of this project. The Contractor shall ensure compliance with all information contained within. The proposed project is located on Otis Air National Guard Base (OANGB) at JOINT BASE CAPE COD (JBCC) Massachusetts.

1.2. Government roles and responsibilities:

1.2.1. The Contracting Officer (KO) is the only individual with the authority to authorize changes within this project that will have an effect on the scope and/or monetary value (increase or decrease) of contract.

1.2.2. The Contracting Officer's Representative (COR) is the individual designated and authorized in writing by the Contracting Officer to perform specific technical or administrative functions on contracts. The key role of the COR is to observe, document, and communicate Contractor performance to both the KO and Contractor.

1.2.3. Government Inspector(s) is the individual(s) assigned to monitor daily progress of project performance.

1.3. Scope of work:

1.3.1. The Contractor will be held responsible for all requirements described in the contract documents and all work including that of sub-contractor(s), if any, shall be done in accordance with the contract documents. Failure to familiarize with their requirements will not relieve the Contractor of their responsibility to comply.

1.3.2. The organization of the specifications into divisions, sections, and articles, and the arrangement of the drawings shall not control the Contractor in dividing the work among sub-contractors or in establishing the extent of the work to be performed by any trade.

1.3.3. The proposed project is to support the 102d Intelligence Wing (102IW) located at Joint Base Cape Cod (JBCC), Massachusetts. This is a statement of work identifying the required outcome of this project. The Contractor shall furnish all plant, labor, materials, equipment, and qualified personnel to perform all necessary travel and services required to complete the requirement herein described.

1.3.4. The Department of Defense (DoD) utilizes the Unified Facilities Criteria (UFC) for guidance regarding the repair and maintenance of federal facilities. UFC 1-200-01, *DoD Building Code*, incorporating Change 1, dated 1 October 2020, refers the reader to international, local, and more detailed UFC guidance. Additionally, UFC 3-540-01, *Engine-Driven Generator Systems for Prime and Standby Power Applications*, dated 1 August 2014, incorporating Change 3 (dated 26 January 2023)—

Attachment 1, applies to this requirement. Federal facility criteria can be referenced at the following website: <https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc>

1.3.5. The Contractor is responsible for all measurements and field verification of given measurements.

2. Installation of generator at Building 165—The Contractor shall—

2.1. Provide material submittals to the Base Civil Engineer (BCE) prior to procurement. List of material submittals is provided on AF Form 66 (**Attachment 2**).

2.2. Remove and dispose of approximately 700 L.F. of chain link fence.

2.3. Remove and dispose of 9ft x 18ft concrete pad in existing location.

2.4. Provide 12ft x 32ft x 6-in thick reinforced concrete pad.

2.4.1. Pad requires contractor to:

2.4.1.1. Excavate 12-in of soil beneath pad location.

2.4.1.2. Provide, install, and compact 12-in layer of clean gravel.

2.4.1.3. Layout and provide forms for concrete pour.

2.4.1.4. Provide 8-in WWM.

2.4.1.5. Provide #5 bar @ 12-in O.C. each direction.

2.5. Procure and provide all material, labor, and equipment necessary to install and perform operational check of a 300-kW generator.

2.5.1. 102d personnel will remove existing 150-kW generator.

2.5.2. Contractor shall disconnect, remove, and dispose of wires from *interior* transfer switch that run to current pad-mounted generator.

2.5.3. Contractor shall procure, place, and secure new generator to existing pad IAW manufacturers recommendations and UFC guidance listed in the SOW.

2.5.4. New generator shall have:

2.5.4.1. 3P, 480/277

2.5.4.2. Incl. Standby Fuel Tank

2.5.4.3. Incl. Remote Annunciator

2.5.4.4. Incl. Soundproof Enclosure

2.5.5. Install and connect generator IAW manufacturer's guidance. If manufacturer's guidance differs from UFC guidance, UFC guidance shall be adhered to.

2.6. Utilize existing conduit to make all required connections for new generator to existing *exterior* transfer switch.

2.7. Provide all wiring, conduits, materials, labor, and equipment necessary to install remote annunciator panel in Electrical Room. See **Attachment 3** for room location.

2.8. Once all components of generator and annunciator panel are installed, the contractor shall perform start-up and demonstrate proper function of the generator.

3. The Contractor will be responsible for a clean job site daily to ensure no material is left on the ground, around the building or in any manner that would allow it to blow away. A designated staging area will be determined and all deliveries and material will be stock piled in one location.

4. The Contractor shall ensure all safety precautions, building/electrical/mechanical codes and OSHA are followed as required.

5. VERIFICATION OF QUANTITIES

5.1. The Contractor shall review the scope of work for the project including all details and technical aspects, verify quantities of materials and shall inspect and review the existing site conditions for any discrepancies. The Contractor is required to immediately notify the Contracting Officer of any discrepancies, in writing, prior to submitting a quote (pre-award phase) and immediately upon identification while performing work under this project (post-award phase).

6. SUBMITTALS

6.1. The Contractor is required to submit material submittals for the contract within ten (10) business days after acceptance of the award (or as directed by the Contractor Officer). Data shall be collected into a single submittal for each element. Each material submittal shall include data/specifications for the material being submitted, as well as a copy of the completed AF Form 3000 (Material Approval Submittal). Identify the line item that corresponds with the AF Form 66 (Schedule of Material Submittals) for each material submitted for approval. All submittals shall be sent to the COR and Contracting Officer for review and approval. The Government will review submittals and respond within five (5) business days after receipt of the completed AF Form 3000 and AF Form 66.

6.2. Project Schedule with associated cost value (also known as Schedule of Values). The Contractor shall, within five (5) days after award, submit a project schedule to the Contracting Officer Representative and Contracting Officer. Government shall have five (5) business days to review project schedule with acceptance or rejection (with comments) back to Contractor.

6.3. Hazardous Waste Management Plan. The Contractor shall—

6.3.1. Material Safety Data Sheets. Contractor shall submit all Material Safety Data Sheets (MSDS) for any materials to be utilized by the Contractor prior to the commencement of work. MSDS information shall be submitted to the COR and Contracting Officer no later than ten (10) business days prior to the commencement of work. The Government will review all MSDS information and provide the Contractor with acceptance or rejection (with comments) within five (5) business days after receipt of the information.

6.3.2. Identify potential hazardous materials that may be used during the contract in Part 1 of the Hazardous Waste Management Plan.

6.3.3. Identify hazardous materials that were actually used during the performance of the contract in Part 2 of the Hazardous Waste Management Plan.

6.4. Written Guarantee. The Contractor shall submit a copy of a written guarantee to the Contracting Officer and COR within five (5) business days after award. The written guarantee shall be signed by the Contractor and Installer, agreeing to repair or replace defective materials and workmanship for a period of one (1) year, which starts on the date of project completion. Project completion date shall be approved by the COR and Contracting Officer to ensure all contractual obligations are successfully completed by the Contractor. Failure to provide a written guarantee may constitute a Termination for Default.

6.5. BWP AQ 06. Contractor shall be required to file form BWP AQ 06, Notification Prior to Construction or Demolition, with the Massachusetts Department Environmental Protection Agency a minimum of ten (10) days prior to the commencement of work. The Contractor shall provide written verification of this action to the Base Environmental Office, Contracting Officer's Representative (COR) and the Contracting Officer.

6.6. Permits. Contractor shall obtain and submit copies, to the Base Environmental Management Office, Contracting Officer's Representative (COR), and the Contracting Officer, of all required permits, including but not limited to a National Pollutant Discharge Elimination System permit (NPDES), etc., prior to the commencement of work.

6.7. The Contractor shall refer to individual sections of this specification for other required submittals prior to the commencement of work.

7. MATERIALS AND WORKMANSHIP

7.1. The Contractor shall furnish and install all materials as required to complete the intent of this contract.

7.2. All materials utilized for this project shall be new and of the most suitable quality that conforms to these specifications or for the purpose intended, unless otherwise noted.

7.3. All work shall be performed by skilled personnel with sufficient knowledge, certifications, licenses, experience and training necessary to execute work assigned to them.

7.4. All work shall be completed in accordance with all recognized standards of quality. Any work that does not conform to recognized standards of quality, in the opinion of the Contracting Officer and COR, shall be re-executed by the Contractor at their own expense.

7.5. The Contractor shall ensure that any subcontractors instruct their personnel on the requirements and matters of this contract.

7.6. The Contractor shall be held responsible for their sub-contractors.

8. QUALITY CONTROL AND QUALITY ASSURANCE

8.1. The Contractor is responsible for quality control of the materials, equipment, and performance under this project.

8.2. The Government is responsible for quality assurance as it relates to the quality of materials, equipment and performance under this project.

9. WARRANTY AND OPERATIONAL AND MAINTENANCE (O&M) MANUALS.

9.1. Contractor must assemble any/all warranties (Contractor and Manufacturer) and Operation and Maintenance (O&M) Manuals. Contractor shall package and submit to the COR in the following manner:

9.1.1. Warranty and O&M Manuals shall be bound in hard backed three ring binders with an index, sub dividers, and reinforced sheets.

9.1.2. Contractor shall submit the Warranty and O&M Manual Package to the COR within seven (7) days of project acceptance.

9.1.3. Government has fourteen (14) days to review and verify that the Warranties and Operation and Maintenance Manuals are complete.

9.1.4. The Contractor shall refer to each section within this Statement of Work to fully comply with other submittal requirements.

10. **HAZARDOUS/REGULATED MATERIALS**

10.1. The Contractor shall remove and dispose of all hazardous/regulating material in accordance with all applicable local, state, and federal regulations. Identification of hazardous/regulating materials if applicable to this project will be further identified and addressed in other sections of this document.

11. **MONITORING, FIELD SCREENING AND NOTIFICATIONS**

11.1. When and where required by the projects scope of work and specifications the Contractor will be required to hire, at their own expense, an independent Massachusetts Licensed Site Professional (LSP) to be on-site when soil is exposed, after the removal of buildings, structures, piping, etc., prior to backfill for observation and field screening.

12. **CLEANING**

12.1. The Contractor shall furnish all materials, equipment, labor, etc. necessary to maintain a clean and orderly facility work areas at all times.

12.2. The Contractor shall ensure that subcontractors instruct their personnel on this matter.

13. **SUSPENSION OF WORK**

13.1. The Contracting Officer reserves the right to suspend the Contractor's work under this project during periods of severe weather not suitable for the type of work to be done under this project as well as times of Federal or State emergencies. The reasons listed in this paragraph pertaining to the Government's right to suspend work are not all inclusive.

14. **PAYMENT PROCESS**

14.1. Contractor shall provide a "DRAFT" invoice to the COR and the Contracting Officer within five (5) days of period of performance for review and approval.

14.2. Invoice requests shall be annotated on the Application for Payment and Invoice form, with an updated Contract Progress Schedule (AF Form 3064) and an updated Contract Progress Report (AF

Form 3065). The Subcontractor Pay Sheet, if applicable, shall also be submitted with each invoice request.

14.3. Once the COR and Contracting Officer approve the draft invoice request, the Contractor shall submit their payment request to Wide Area WorkFlow (WAWF), as instructed in the Defense Federal Acquisition Regulation Supplement (DFARS) clause 252.232-7006 (WAWF Payment Instructions).

END OF SECTION

SECTION 01-14-00
WORK RESTRICTIONS

1. GENERAL

1.1. This section covers work restrictions associated with performance of this project. The Contractor shall ensure compliance with all information contained within.

2. SECURITY REQUIREMENTS

2.1. Otis ANG Base is a "Closed" facility. Entrance to the base is controlled and security is strictly enforced. A Base Access Matrix will be provided to you for your action prior to the pre-construction conference. This document must be completed and returned prior to the pre-construction conference or no later than 10 days prior to start of work. Any changes, and/or additions must be identified and submitted no less than 72 hours prior to request access time. Contractor's personnel will obtain necessary passes from the Base Pass and ID Office, Building 753. Prior coordination with the Pass and ID Office is required (508-968-4593). The Contractor shall ensure that all their employees, subcontractors and their employees and suppliers are registered for base entrance and that they shall remain within the designated areas of work as identified at the pre-construction meeting.

2.2. The Contractor shall notify the COR, in person, when work crews are on the site. The COR will then notify the Contracting Officer and appropriate Government personnel.

2.3. The Contractor is cautioned that these requirements will be strictly enforced and any delays and/or costs associated with not adhering to this requirement will be at the Contractor's own expense.

2.4. The Contractor shall comply with the Computer Security Act of 1987 and all Department of Defense (DOD) and Air Force (AF) requirements for access to Sensitive but Unclassified Information.

2.5. The Contractor is responsible for providing properly cleared personnel, providing security briefings, and ensuring compliance by its employees with the government and contractor security regulations. This includes the safekeeping, wearing, and visibility of a contractor provided picture name badge, and any special agency badges clearly identifying the person as a contractor.

2.6. The Contractor shall ensure the return of all badges, and any other government property, upon task completion, or when personnel depart a task.

2.7. The Contractor shall coordinate with the site point of contact (POC) on all security issues and to gain access to the base and all areas necessary to execute this upgrade.

2.8. The Contractor will provide the necessary security clearance information to the site POC no later than two (2) weeks prior to installation commencement for contractor personnel being granted access to any work locations.

2.9. All contracted personnel will comply with established security procedures for entering the installation and its facilities, including special security procedures for entry to restricted or controlled areas.

2.10. The government reserves the right to refuse entry to any individual at any work location.

2.11. All personnel, the vehicles and property under their control are subject to search upon entering or exiting the installation, or at any point while on the installation. Any vehicles or personnel found in possession of prohibited items will be removed, and/or barred, from the installation and released to the appropriate civil authorities.

2.12. All construction equipment, commercial vehicles, etc. shall only be allowed entrance to the installation through the main gate located off of Route 28 in Bourne, Massachusetts.

2.13. If encountered or noticed, contractors should report suspicious activity or other violations of the law to Security Forces at (508) 968-4879.

3. HOURS OF WORK

3.1. Normal working hours at Otis ANG Base are 7:00 A.M. to 4:30 P.M., Monday through Friday, excluding Federal Holidays. If the Contractor desires to work any times, other than normal operational hours, i.e. weekends or holidays, the Contractor must request permission, in writing, from the Contracting Officer and Base Civil Engineer a minimum of five (5) business days prior to the proposed work and must receive approval prior to the requested work time.

3.2. Wing Information Line (508-968-4433): Inclement weather and/or other conditions may limit access to the installation (base closure for the 102d Intelligence Wing) will be broadcast for your information and planning purposes on the Wing Information Line. The Wing Information Line is updated by 5:30 A.M when limited access will be enforced. Non-essential personnel will be turned away at the gates as appropriate for the condition identified in the message.

END OF SECTION

SECTION 01-35-23 OWNER SAFETY REQUIREMENTS

1. GENERAL

1.1. This section covers the owner safety requirements of this project. The Contractor shall ensure compliance with all information contained within.

2. SAFETY AND FIRE PROTECTION

2.1. The Contractor shall take all necessary precautions to meet proper safety standards and regulations of all local, state and federal laws.

2.2. All OSHA regulations and requirements shall apply to all work performed on Otis ANG Base.

2.3. The Contractor shall conform to any additional restrictions outlined by the Base Safety Officer and the Fire Department during the course of the contract to ensure the safety of its employees and the general public.

2.4. The emergency telephone number for the Installation is 911. Caller shall identify the fact that you are located on the Installation as JBCC in Falmouth/Sandwich, Cape Cod, and not Otis, Massachusetts.

3. **FIRE PREVENTION AND PROTECTION PLAN**

3.1. The Contractor shall strictly adhere to the attached JBCC Fire Prevention Standard 911 while performing work on any area of JBCC.

4. **SAFETY MEETINGS**

4.1. The Contractor shall set up a safety meeting with all personnel prior to commencement of all construction activities and shall notify the COR of the meeting schedule.

4.2. The Contractor shall prepare, sign, and submit safety meeting minutes to the Contracting Officer for inclusion in the contract file.

5. **HEAD AND EYE PROTECTION**

5.1. All required head and eye protection shall be worn by the contractor and contractor personnel at all times. This information shall be posted as such and shall ensure that all personnel, vendors and visitors use head and eye protection when appropriate for the task.

6. **LIFE OF CONTRACT REQUIREMENTS**

6.1. The Contractor shall comply with OSHA 1910.120 and all other applicable federal, state and local regulations during the life of the contract.

7. **SAFETY POLICIES AND PROCEDURES**

7.1. References governing the required safety policies and procedures:

7.1.1. 1.29 CFR OSHA 1910 and DoD Rules and Regulations

END OF SECTION

SECTION 01-35-43

ENVIRONMENTAL PROCEDURES

PART 1 - GENERAL

1. **ENVIRONMENTAL PROTECTION**

1.1. For the purpose of this specification, environmental pollution is defined as the presence of chemical, physical or biological elements of agents which adversely affect human health or welfare; unfavorably alter ecological balance of importance to human life, affect other species of importance to man or degrade

the utility of the environment for aesthetic and recreational purposes. The control of environmental pollution requires consideration of air, water and land, and involves noise, solid waste management and management of radiant energy and radioactive materials, as well as pollutants, or hazardous materials.

2. APPLICABLE REGULATIONS

2.1. In order to prevent and to provide for abatement and control of any environmental pollution arising from the construction activities of the contractor and their subcontractors in the performance of this contract, they shall comply with the applicable federal, state and local laws and regulations concerning environmental pollution control and abatement, in effect on the award date and period of performance.

3. PROTECTION OF LAND RESOURCES

3.1. It is intended the land resources within the project boundaries of work performed under this contract be preserved in their present condition or be restored to a condition after completion of all construction that will appear to be natural and not detract from the appearance of the project. Insofar as possible, the contractor shall confine their activities to areas defined by the plans or specifications.

3.2. Restoration of Landscape Damage—excluding required clearing of trees and brush, any trees or other landscape feature scarred or damaged by the contractor's equipment or operations shall be restored as nearly as possible to its original condition at the contractor's expense. The Contracting Officer will decide what method of restoration shall be used and whether damaged trees shall be treated and healed or removed and replaced.

3.3. Post-construction Cleanup or Obliteration—the Contractor shall obliterate all signs of temporary construction facilities such as haul roads, work areas, structures, foundations of temporary structures, stockpiles of excess of waste materials, or any other vestiges of construction resulting from this contract as directed by the Contracting Officer.

4. PROTECTION OF WATER RESOURCES

4.1. The Contractor shall not pollute ground water, streams, lakes or reservoirs with fuels, oils, bitumen, calcium chloride, painting materials, acids or other harmful materials. It is the responsibility of the Contractor to investigate and comply with all applicable federal, state, county and municipal laws concerning pollution of ground water, rivers and streams. All work under this contract shall be performed in such a manner that objectionable conditions will not be created in the project.

4.2. In accordance with the Storm Water Phase II Final Rule, small construction activities disturbing between 1 and 5 acres must obtain a National Pollutant Discharge Elimination (NPDES) Permit and implement practices to minimize pollutant runoff. Construction sites may be responsible to comply with State, Tribal, and/or local construction runoff control programs. The Phase II Final Rule does not fully define requirements outlined in NPDES. Therefore, the contractor shall file a Notice of Intent with the United States Environmental Protection Agency (EPA) and/or state, tribal, and/or local government (where required) when construction will disturb greater than one acre of land. The contractor shall develop a Storm Water Pollution Prevention Plan (SWPPP) that identifies Best Management Practices (BMPs) minimizing and/or eliminating the discharge of pollutants from subject construction site. Lastly, the contractor shall submit to the EPA and/or state, tribal, and/or local government (where required) a Notice of Termination (NOT) when final stabilization in completion of the project has been achieved as defined in the permit.

5. PROTECTION OF FISH AND WILDLIFE

5.1. The Contractor shall at all times perform all work and take such steps required to prevent any interference or disturbance to fish and wildlife. The Contractor will not be permitted to alter water flow or otherwise disturb native habitat adjacent to the project area which, in the opinion of the Contracting Officer or COR, are critical to fish and wildlife. Fouling or polluting of water will not be permitted. Wash waters and wastes shall be processed, filtered, ponded or effectively treated prior to their release into any body of water.

6. CONSTRUCTION MATERIALS

6.1. Asbestos Containing Materials (ACM) shall not be used on the Installation.

6.2. All insulating material, composites, chemicals, paints and fire proofing formulations shall be approved by the EMO, BCE and the FD prior to installation.

6.3. Other than battery operated smoke detectors, temporarily installed during construction, the contractor shall not utilize materials containing radioactive material.

6.4. All electrical equipment shall be polychlorinated biphenyl (PCB) and Mercury free.

6.5. Leaded solder, paints or lead containing materials shall not be used on the Installation. Metallic lead, used for flashing or other approved purposes is allowed.

6.6. Restricted Ozone Depleting Chemicals (ODC) shall not to be used on the Installation.

END OF SECTION

SECTION 01-41-00
REGULATORY REQUIREMENTS

1. GENERAL

1.1. This section covers the regulatory requirements of this project. The Contractor shall ensure compliance with all information contained within.

2. CODES AND REFERENCES

2.1. All work shall be completed in accordance with all applicable Local, State and Federal codes and regulations including but not limited to the latest edition of the National Electrical Code (NEC), Massachusetts Electrical Code, National Electrical Safety Code (NESC) and the National Electrical Contractors Association (NECA), American Society of Civil Engineers (ASCE) American Society of Mechanical Engineers (ASME), American National Standards Institute (ANSI) and American Society for Testing and Materials (ASTM) and JBCC Fire and Emergency Services, Fire Prevention Standard 911-1.

3. PERMITS

3.1. The Contractor shall be responsible for obtaining, and submitting, all required local, state and federal permits, and notifications, to complete the contract.

3.2. If required, the Contractor shall notify Dig Safe at 1-888-344-7233, a minimum of 72 hours prior to construction, to demarcate the location of all existing utilities at the site.

3.3. If required, the Contractor shall notify the Otis ANG Dig Safe Office at 1-508-968-4405, a minimum of 96 hours prior to construction, to demarcate the location of all existing utilities at the site.

3.4. If required, the contractor shall notify the Federal Aviation Administration (FAA) to obtain permission for lifts, etc. prior to the commencement of work.

4. **MASSACHUSETTS JOINT BASE CAPE COD (JBCC) and OTIS AIR NATIONAL GUARD BASE (OTIS ANGB) REQUIREMENTS**

4.1. When entering the Massachusetts Joint Base Cape Cod (JBCC) property there are requirements that shall be adhered to. These requirements are as follows:

4.1.1. All commercial vehicles must enter the installation through the Main Gate. The Main Gate is located by entering at the Massachusetts Joint Base Cape Cod rotary.

4.1.2. While on the installation, use of a cell phone while operating a vehicle or other motorized equipment is prohibited by DoD regulations unless the operator is utilizing a hand free device. Should you need to use a cell phone while driving please pull to a safe area and place the call.

4.1.3. All trucking vehicles shall be covered so as not to allow any material to come free.

4.1.4. All personnel, the vehicles and property under their control are subject to search upon entering or exiting the installation, or at any point while on the installation. Vehicles, or personnel found in possession of prohibited items will be barred or removed from the installation and released to the appropriate civil authorities.

4.1.5. The installation speed limit is 40 mph unless otherwise posted. Motor vehicle regulations are strictly enforced and, excessive violations may result in the loss of driving privileges on the installation.

4.1.6. The installation speed limit is reduced to 15mph and strictly enforced adjacent to military troop movements, (i.e. personnel, vehicle convoys, etc.) over installation roadways.

4.1.7. If encountered or noticed contractors should report suspicious activity or other violations of the Law to Security Forces at (508) 968-4879.

4.1.8. Failure to follow the On Base Requirements is grounds for removal from the Joint Base Cape Cod, Massachusetts.

END OF SECTION

SECTION 01-50-00
TEMPORARY FACILITIES AND CONTROLS

1. **GENERAL**

1.1. This section covers temporary facilities and control requirements of this project. The Contractor shall ensure compliance with all information contained within.

2. PROTECTION AND CONTROLS

2.1. The Contractor shall provide all required temporary protection and shall take the necessary precautions to ensure that no debris, materials, equipment or personnel shall endanger the safety of Government personnel at, or adjacent to, the work site.

2.2. If the work involves having personnel or equipment operating on base roads, the Contractor shall incorporate all safety precautions normally employed on public road construction work. This may include but not be limited to wearing hard hats, safety vests, furnishing flag persons, barricades, etc.

3. UTILITIES

3.1. The electricity and water utilities will be supplied by the Government at specific sites on the Base. Any and all means and methods of conveyance from the specified site to the job site shall be the responsibility of the Contractor. If any digging is required, both Dig Safe and the Base Dig Safe Office will need to be notified and a Base Dig Safe permit will need to be obtained.

3.2. Gas and telephone utilities, if desired, shall be purchased directly from the local suppliers with the Contractor responsible to provide all necessary equipment.

3.3. The installation and removal of materials and equipment for the conveyance and use of any utility such as GFI outlets, water spigots/valves, piping etc. shall be the responsibility of the Contractor.

4. STORAGE FACILITIES

4.1. The Government will designate an exterior area of limited size to be used by the Contractor as a staging area for the storage of materials and equipment. All materials and equipment delivered to the site shall only be stored in the designated area. An alternate site may be utilized only with the written approval of the Contracting Officer and Base Civil Engineer.

4.2. The Contractor shall be responsible for the security of all materials, tools, equipment and shall not hold the Government responsible for any damages or losses.

5. FIELD OFFICE

5.1. The Contractor shall, prior to the commencement of work, submit a letter in writing, to the Contracting Officer and Base Civil Engineer seeking permission to install a temporary office facility at one of the facilities that will receive advanced metering devices. The letter shall indicate facility location, construction type, size, etc. of the proposed temporary office facility. If approved, the Contractor shall install said office facility at a location specified by the Contracting Officer and the Base Civil Engineer.

6. ADVERTISING

6.1. There shall be no advertising signs or billboards posted on any part of the job site.

6.2. The Contractor shall not post to company websites, publications, newsletters, or other media, any images, data, or information that may reveal sensitive Government operations, personnel, equipment, and/or classified or controlled unclassified information. When in doubt, company press releases related to this contract shall be coordinated through the Contracting Officer and Contracting Officer's Representative.

7. **BARRICADES AND WARNING SIGNAGE**

7.1. The Contractor, at their own expense, shall provide, install and maintain barricades, fences, warning signs, lighting, etc., complying with MADOT standards to protect the job site from traffic, pedestrians and/or animals. The Contractor will be held responsible for all damage to the work site or adjacent areas due to failure to provide, install and maintain such protection devices.

7.2. All signs, open excavations and parked equipment shall be illuminated at night with flashing warning lights.

8. **EROSION AND SEDIMENT CONTROL**

8.1. The Contractor shall, prior to the commencement of work, furnish and install erosion and sediment control devices, including but not limited to stabilized construction entrances, earth berms, silt fencing, hay bales, etc., in accordance with the Contractor's Storm Water Pollution Prevention Plan (SWPPP).

8.2. The Contractor shall be required leave-in-place, repair and maintain all erosion and sediment control devices until all work has been completed and the site has been restored and stabilized.

8.3. Within 30 days of the site being restored and stabilized the Contractor, at the direction of the Base Environmental Management Office and Contracting Officer's Representative, the Contractor shall remove any erosion control devices.

9. **REQUESTS FOR PHOTOGRAPHY**

9.1. Photography/Videos of any kind are not authorized at any time while within the confines of the 102d Intelligence Wing, unless specifically authorized in writing. Requests must be submitted in writing to the Contracting Officer, request must include the rationale for the request.

END OF SECTION

SECTION 01-77-00 **CLOSEOUT PROCEDURES**

1. **GENERAL**

1.1. This section covers the closeout requirements of this project. The Contractor shall ensure compliance with all information contained within.

2. **RELATED DOCUMENTS**

2.1. The Technical Provisions and other record documentation for this project, including any supplementary conditions, changes, plans, etc. shall apply.

3. **SUMMARY**

3.1. This Section specifies administrative and procedural requirements for project closeout, including but not limited to:

3.1.1. Inspection requirements and procedures.

3.1.2. Record (as-built plans, etc.) document submittals.

3.1.3. Operating and Maintenance submittals.

3.1.4. Warranty submittals.

3.1.5. Final site cleaning.

3.1.6. Specialized closeout requirements for specific construction and installation activities are included in the appropriate sections in the Statement of Work for this project.

4. **SUBSTANTIAL COMPLETION**

4.1. The Contractor shall submit, in writing to the Contracting Officer, a request for an inspection to certify the substantial completion of a specific work item. The request shall include the following:

4.1.1. A list of incomplete items, the value of the incomplete construction, and reasons the work was not completed.

4.1.2. Advise the Contracting Officer of pending insurance change-over requirements.

4.1.3. Submit specific warranties, final certifications, and similar documents required by the contract.

4.1.4. Submit record as-built drawings, maintenance manuals, damage or settlement survey, property survey, and similar final record information required by the contract.

4.1.5. Upon receipt of a request for inspection, the Contracting Officer will either proceed with inspection and prepare the Certificate of Substantial Completion (CSC) or advise the Contractor of the construction that must be completed or corrected prior to issuance of the CSC.

4.1.6. The Contracting Officer will repeat inspections when requested, and assure that the work has been substantially completed.

4.1.7. The results of the completed inspection will form the basis of requirements for final acceptance.

5. **FINAL ACCEPTANCE**

5.1. Upon the completion of the project, the Contracting Officer and COR will re-inspect the work upon notice, from the Contractor, that the work, including inspection punch list items from prior inspections, has been completed, excepting completion of items of work that has been delayed because of documented circumstances acceptable to the Contracting Officer.

5.2. Upon the completion of re-inspection, the Contracting Officer will prepare a certificate of final acceptance, or notify the Contractor of work that is incomplete and/or other obligations that have not been fulfilled and are required for final acceptance.

5.3. Re-inspection shall be repeated as necessary.

5.4. Contractor will provide a notarized Release of Claims to the Contracting Officer upon completion of performance. Final payment for performance will not be accepted or processed without this requirement being fulfilled.

6. RECORD DOCUMENT SUBMITTALS

6.1. The Contractor shall not use record documents for construction purposes and shall provide access to these documents for reference during normal working hours.

6.2. The Contractor shall protect all record documentation from deterioration and/or loss in a secure fire-resistive location.

6.3. The Contractor shall maintain a clean, undamaged set of blue or black line white-prints of all record drawings and shall mark the set to show the actual as-built conditions where the construction varies from the work as originally shown.

6.4. The Contractor shall mark whichever drawing is most capable of showing conditions fully and accurately and shall give particular attention to concealed elements that would be difficult to measure and record at a later date; where Shop Drawings are used, record a cross-reference at the corresponding location on the Contract Drawings.

6.5. Mark record sets with red erasable pencil; use other colors to distinguish between variations in separate categories of the work.

6.6. Mark new information that is important to the Government, but was not shown on the Contract Drawings or Shop Drawings.

6.7. Make note related Change Order numbers, where applicable, on items marked.

6.8. Organize record drawing sheets into manageable sets, bind with durable paper cover sheets, and print suitable titles, dates and other identification on the cover of each set.

7. CLEANING

7.1. General cleaning during construction is required by the general requirements of these documents. The Contractor shall complete the following cleaning operations at each individual facility upon completion and installation of the advanced metering system for that facility.

7.1.1. Request for an inspection to acquire the Certification of Substantial Completion shall only be requested upon completion of the whole project, not individual facilities.

7.2. Clean all affected facilities after completion of individual site.

7.3. Remove all temporary protection and controls installed during construction.

7.4. Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials or bury debris or excess materials on the Government's property. Do not discharge volatile, harmful or dangerous materials into drainage systems. Remove all waste materials from the site and dispose of in accordance with all applicable Federal, State and Local regulations.

END OF SECTION