

PWS-AF Carpet Program Purchase

Bldg. 11070 Pacific Coast Club, Multi-Room, Vandenberg SFB, CA

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1.0 Background

This purchase shall include the installation of carpet flooring (roll goods/carpet tile), associated wall base (rubber base, carpet base) and other work noted below in **Building 11070 Pacific Coast Club, Rm(s) 101 Concourse, 102 Administrative Office, 103 Storage, 104 Office, 108 Telephone, 109 Coat Check Rm, 110 Coat Rm, 112 Restroom Vestibule, 116 Pre-Function Lobby**, Vandenberg SFB, CA.

2.0 Scope

2.1 Existing Furniture Moving/Lifting

Area indicated for flooring replacement is occupied. Contractor shall coordinate all work to be performed with the 30 CES POC (**Elizabeth Waters, 805-606-0068**) to ensure minimal disruption to building occupants. Contractor **will** be required to provide services to lift and/or move existing cubicle furniture or other furniture in the room where flooring is to be replaced.

Building occupants will be responsible to remove all items to include personal items, files, books, binders, computers, monitors and all electrical equipment from the cubicles prior to contractor's arrival. Contractor shall be responsible to lift and/or move all existing furniture as described to remove and install flooring.

Areas requiring cubicle furniture lifting include the following rooms/corridors:

- **Rm 102 Administrative Office**
- **Rm 103 Storage**
- **Rm 104 Office**

2.2 Flooring Removal

Contractor shall be responsible to remove all existing flooring as described. All existing wood base is to remain; protect as necessary to prevent any damage. All removed flooring shall be recycled at an appropriate recycling facility and contractor shall report quantities and recycling facility used for recycling at end of the job to the 30 CES POC noted above for state reporting requirements.

2.3 Subfloor Preparation

Removal and cleanup of subfloor shall be adequate to allow installation of specified flooring (or approved equal) to the manufacturer's specifications. Do not install carpet on surfaces that are unsuitable and will prevent a proper installation. Prepare subfloor in accordance with flooring manufacturer's recommended instructions. Repair holes, cracks, depressions or rough areas using a material recommended by the carpet or adhesive manufacturer. Free floor of any foreign materials and sweep clean prior to installation.

All concrete floors shall be moisture sealed using **Maxxon Commercial MVP One Moisture Mitigation Primer** product or approved equal. Approved equal shall have the following characteristics:

- Zero VOC's (0.0 g/l) and LEED compliant (LEED v2009 IEQ Credit 4.1)
- Single component (no mixing required)
- Blocks moisture up to 100% relative humidity, 25 lbs./1000 SF Moisture Vapor Emissions Rate (MVER)

- Less than 0.10 perm rating matching requirements of ASTM F3010 and ASTM E96

2.4 Specified Materials

Carpet Tile Areas: Carpet tile is to be installed in the following rooms:

- Rm 101 Concourse
- Rm 102 Administrative Offices
- Rm 103 Storage
- Rm 104 Office
- Rm108 Telephone
- Rm 109 Coat Check Rm
- Rm 110 Coat Rm
- Rm 116 Pre-Function Lobby

Carpet tile, as manufactured by Bentley Mills, is linear pattern with custom highlights (coordinating with Ballroom carpet), 18" x 36", tufted textured loop, Bentley Premium Type 6, 6 Nylon. Tiles shall be cushion back, NexStep Cushion.

Collection:	Western Edge
Style:	Hitchhiker
Color:	Mr. Mojo Risin 405227
Dye Method:	Solution Dyed
Machine Guage:	1/12 inch (47.2 ends/10 cm)
Fiber:	Bentley Premium Type 6,6 Nylon
Pile Density:	5,611 oz/cy
Stitches	10.2 / inch (40.2 ends/10cm)
Total Thickness:	0.31 inches (7.9 mm)
Total Weight:	90 oz/sy
Indoor Air Quality	CRI Green Label Plus
Radiant Panel	Passes Class 1, ≥ 0.45 W/sq cm (ASTM-E648)
Smoke Density	< 450 Dm corr (ASTME-6662), Flaming
Static	≤ 3.5 kV (AATCC-134), Step
Flammability	Passes Methenamine Pill Test (CPSC-FF1-70)

Quantities: The following quantities are provided for information only. The contractor is responsible for measuring and confirming all quantities prior to bidding project.

- Carpet: 435.0 SY
- Carpet Base: N/A.(wood base to remain)
- Rubber Base: 75 LF
- Rubber Transitions: 135 LF

Transition material shall be rubber or approved equal as noted below:

- Carpet Base: N/A
- Rubber Base: Burke Mercer, Color: 523 Black Brown or approved equal in Rm 102, Administrative Offices, Rm 109 Coat Check, Rm 110 Coat Room
- Rubber Transitions: Burke Mercer, Color: 523 Black Brown or approved equal
- NOTE: Existing wood base to remain; protect during all work.

Luxury Vinyl Tile (LVT) Areas: Luxury vinyl tile is to be installed in the following rooms:

- Rm 112 Vestibule (Restrooms)

Mannington Access LVT, 6" x 40", wood pattern, Frosted Oak, Color: SX5W5020.

Quantities: The following quantities are provided for information only. The contractor is responsible for measuring and confirming all quantities prior to bidding project.

- LVT: 70 SF
- Carpet Base: N/A.0 LF
- Rubber Base: N/A.0 LF
- Rubber Transitions: As noted above

Transition material shall be rubber or approved equal as noted below:

- Rubber Transitions: Burke Mercer, Color: 523 Black Brown or approved equal
- NOTE: Existing wood base to remain; protect during all work.

B11070 PCC Walkoff Mat: Carpet, as manufactured by J + J Flooring, Runway (7000), 1422 Ready-to-Wear. Install as shown on floor plan.

- Walk Off Mat: 20.0 SY
- Carpet Base: N/A.0 LF
- Rubber Base: N/A.0 LF
- Rubber Transitions: As noted above

Transition material shall be rubber or approved equal as noted below:

- Carpet Base: N/A
- Rubber Base: N/A
- Rubber Transitions: Burke Mercer, Color: 523 Black Brown or approved equal
- NOTE: Existing wood base to remain; protect during all work.

B11070 PCC Rolled Goods (GFE): The Government has rolled goods, recently installed in Rm 117 Ballroom. Excess carpet shall be used/installed in Rm 113 Powder Room. Carpet is government furnished equipment (GFE). Install as shown on floor plan.

- Walk Off Mat: 25.0 SY
- Carpet Base: N/A.0 LF
- Rubber Base: 25.0 LF
- Rubber Transitions: As noted above

Transition material shall be rubber or approved equal as noted below:

- Carpet Base: N/A
- Rubber Base: Burke Mercer, Color: 523 Black Brown or approved equal in Rm 113 Powder Room
- Rubber Transitions: Burke Mercer, Color: 523 Black Brown or approved equal
- NOTE: Existing wood base to remain; protect during all work.

Note: Contractor shall be required to vacuum all areas of work after carpet installation to remove all loose fibers, tape, trash from area of work.

3.0 Description of Services

3.1 General Services

Coordination and management of all new product, equipment and people required to create, deliver and install flooring within an Air Force location. This includes ongoing servicing of any items defective due to manufacturing error as well as for replacement or repair of any damaged item after purchase.

- 3.1.1 The contractor shall be responsible for all personnel, equipment, tools, materials, supervision, storage, assembly, transportation, incidentals and all other items and services necessary to provide and install flooring.
- 3.1.2 The contractor shall be knowledgeable of and shall comply with all applicable federal, state, and local laws, codes, permits, DoD, AF, and base requirements and instructions required for the performance of the duties in this Performance Work Statement (PWS).
- 3.1.3 The contractor shall ensure policies and procedures are established that protect the safety and welfare of customers, employees, and the community to minimize or eliminate safety or environmental risks. These policies shall be in compliance with Federal and Installation policies and procedures.
- 3.1.4 The contractor shall provide a contract manager who shall be responsible for the performance of the work. The name of this person and an alternate or alternates who shall act for the contractor when the manager is absent shall be designated in writing to the Contracting Officer (CO) within 10 days after contract award. The contract manager or alternate shall have full authority to act for the contractor on all contract matters relating to the daily operations of this contract on the installation.
- 3.1.5 The contractor shall provide a Project Manager with a minimum of 5 years of experience installing your company's product, responsible for project site management, scheduling, coordination and technical assistance to the Air Force representative as required throughout the project. Resumes and letters of intent shall be provided upon request.
- 3.1.6 All contractors shall submit a complete list of personnel in accordance with installation policy, including deliverymen, who will be expected to work on the installation. This list will contain Privacy Act information as required as well as the expectation that each individual will be able to present a current and valid state identification, to meet local Air Force security requirements. (Please note that many installations require this information be coordinated days in advance).
- 3.1.7 The contractor shall not employ persons for work on this contract if such employee is identified to the contractor by the CO as a potential threat to the health, safety, security, general well-being or operational mission of the installation and its population. Contractor personnel shall present a neat appearance and be easily recognized as contractor employees.

- 3.1.8 The contractor shall be an authorized installer of the specific Tier I carpet manufacturers specified on the project.
- 3.1.9 The vendor shall manage ordering, shipment, delivery and installation of all new carpet from manufacturer to final acceptance by the designated Government Acceptor.
- 3.1.10 The contractor shall provide customer service during normal duty hours, 0730-1630 hours, Monday through Friday; except for federal holidays.
- 3.1.11 Recognized US Federal Holidays are as follows: New Year's Day, Martin Luther King Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving and Christmas. If the holiday falls on a Saturday, it is observed on Friday. If the holiday falls on Sunday, it is observed on Monday.
- 3.1.12 When the contractor desires to work other than standard times, a written request shall be submitted to the Government Acceptor for approval. Written approval from the Contracting Officer must be received before proceeding with the work. The request shall be submitted at least five (5) work days prior to the proposed performance of work, and it shall indicate the day/days, time/amount of work, and reason why performance is necessary during nonstandard hours.
- 3.1.13 The contractor shall provide alternate work locations for employees or allow employees to take vacation during designated Government non-work days or other periods where government offices are closed.
- 3.1.14 All Air Force inquiries shall be responded to by a contractor representative within two business days.
- 3.1.15 Vehicle registration, proof of insurance and a valid driver's license shall be presented to gain base access.
- 3.1.16 The contractor shall be responsible for coordination of an escort through any controlled areas through the assigned Government Acceptor.
- 3.1.17 Lost vehicle and entry passes shall be reported immediately to the Security Police as well as the Government Acceptor in accordance with the local security forces policy.
- 3.1.18 The contractor shall be responsible for any storage of all new flooring, components, parts and assemblies prior to and during installation in accordance with the agreed upon delivery schedule.
- 3.1.19 The contractor shall maintain the capability to surge in the event of unforeseen circumstances such as extended duty hours, travel, classes and education, and mission related surges.
- 3.1.20 The contractor shall maintain continuity between the support operations at Vandenberg AFB, California, and all other assigned performance locations and the contractor's corporate offices. The contractor shall

provide the necessary resources to manage and administer the contract. The contractor shall, as a minimum, maintain a single point of contact for this effort to be available in person to 30 CES/CENM, (805) 606-2048, during the same business day.

- 3.1.21 The contractor shall provide for the management and support of personnel, to include: making necessary arrangements for employees required to travel; supporting personnel co-located on Vandenberg AFB, California, and other locations specified with additional resources, expertise, advice; necessary infrastructure to support work to be accomplished off-base; conducting personnel meetings; providing administrative support for employees in a timely fashion; and providing facility and staff security requirements.
- 3.1.22 All personnel attending meetings, answering Government telephones, and working in other situations where their contractor status is not obvious to third parties are required to identify themselves as such to avoid creating an impression that they are Government officials. They must also ensure that all documents or reports produced by contractors are suitably marked as contractor products or that contractor participation is appropriately disclosed.

3.2 Product Markings/Documentation/Tools

Items used after product acceptance used to identify or modify a particular product.

- 3.2.1 All documentation (Owner's manuals, warranty information, assembly instructions, maintenance and care instructions, operating instructions, etc.) shall be provided to and reviewed with the Government Acceptor and/or Government Project Manager upon completion of the installation.

3.3 Delivery Services

Transportation of all new products, loading, unloading, storage and all necessary movement from factory to final onsite set up.

- 3.3.1 The contractor Project Manager shall be responsible for on-site coordination of all staging and deliveries of their product, to include access to and operation of any equipment needed for unloading and movement of materials or product.
- 3.3.2 Contractor shall be responsible for determination of the appropriate delivery method and handling, based on site conditions to include the non- existence of loading docks and equipment at any given location. Special circumstances may be identified by and negotiated with the Contracting Officer.
- 3.3.3 Delivery shall be in accordance with the terms of the contractor's agreement. If the ordering activity designates an accelerated delivery schedule it will be identified in the contract.

- 3.3.4 A maximum of 30 days storage for new products shall be included in the contractor's agreement.
- 3.3.5 The contractor shall be responsible for following all safety and security guidelines within the area in which work is being performed, to include securing any contractor owned tools or equipment, and any on site storage being utilized.
- 3.3.6 The contractor shall maintain accountability and control of any keys provided and shall return them to the Government Acceptor upon completion of work. Duplication of keys or other means of access is not authorized.
- 3.3.7 The contractor shall prevent its personnel from entering any area other than the designated work area.
- 3.3.8 The contractor shall maintain a means of egress within all designated work areas to comply with fire codes.
- 3.3.9 The contractor shall ensure its personnel eat, drink, or smoke only in designated areas.

3.4 Installation and Removal Services

Manufacturer certified professionals to install flooring per the approved performance work statement.

- 3.4.1 Each installer shall be able to provide, or capable of obtaining support services to include removal and warehousing of the proposed flooring.
- 3.4.2 Contractor shall be liable for any damage to government property caused by the contractor or their representatives.
- 3.4.3 During installation the contractor shall protect all furniture and building materials, to include carpet to remain, existing within the space with industry approved protective coverings inclusive of craft paper, moving blankets and such type material. The contractor shall not use protective materials that will leave any type of residual print, outline or imaging on any furniture or building materials. Contractor shall not repair damage to finishes but will be responsible to pay for damages. The government will make repairs and back charge the installation contractor.
- 3.4.4 The contractor shall uncrate/unpack all new items and perform required installation in accordance with the manufacturer instructions.
- 3.4.5 Services shall include inspection of product for shipping damage. If damage is found it shall be the responsibility of the contractor to notify the authorized government representative and make all arrangements for replacement or repair of the item(s) damaged. Damaged items are not to be installed unless otherwise directed by the Government Acceptor.
- 3.4.6 Services shall include removal of packing materials from the installation.

- 3.4.7 All trash removed from the worksite shall be disposed of in accordance with state laws, and packaging and other recyclable materials shall be recycled where ever possible.
- 3.4.8 The contractor shall maintain environmental controls when working in any Air Force facility, to include but not limited to keeping doors shut and lights off when not in use and turning off vehicle engines when parked.

3.5 Inspection/Acceptance Checklist

Validation between the contractor and the Government Acceptor that all product has been installed according to manufacturer guidelines and customer specifications.

- 3.5.1 A post-installation walkthrough shall be coordinated with the contractor's authorized representative and Government Acceptor and/or Government Project Manager.
- 3.5.2 All areas requiring correction shall be documented in a punch list by the contractor and provided to the authorized government representative upon completion of a joint walk through by the contractor and authorized government representative.
- 3.5.3 A final walk through will be performed with the contractor and the Government Acceptor and/or Government Project Manager to ensure all punch list items have been addressed to the satisfaction of the Government Acceptor.
- 3.5.4 Upon completion of all contract requirements, the contractor will submit to the Government Acceptor the completed punch list with documentation of completed punch list items. The Government Acceptor will initial the punch list and return it to the contractor. The Contractor may then submit a final invoice in the Wide Area Workflow system (WAWF) (<https://wawf.eb.mil/>) and will attach an electronic copy of the signed punch list to the invoice submission.

4.0 Government Furnished Property/Support

- 4.1 Base support includes Government-controlled working space and utilities.

5.0 Site Conditions

- 5.1 Standard site conditions shall be considered those that include:
 - 5.1.1 Free and clear hard surface access to the receiving and installation location during regular working hours.
 - 5.1.2 Parking and off-loading area suitable for access by a semi-trailer combination or truck within 100 feet of the building entrance closest to product installation area.

- 5.1.3 Threat condition level of the base is **Alpha**. This requires contractor personnel to get base access in order to complete the product installation.
- 5.1.4 A staging area adequate to sort, stage and uncrate/unpack products.
- 5.1.5 Includes electric power, working lights, heating and air conditioning, and access to a working elevator if location is on a floor other than the first floor.
- 5.1.6 A building ready for the installation of flooring as described above.
- 5.2 Contractor shall notify the Contracting Officer of any deviations from the above standards, as well as any requests for equitable adjustment to the contract price.

6.0 Additional Services Information

- 6.1 Services shall include removal and/or disposal of all excess product and transport to the Air Force approved warehouse or other location as specified.

7.0 Base/Installation Specifics

- 7.1 All commercial trucks must enter through Lompoc Gate Vehicle Inspection Station, which is located at the intersection of Santa Lucia Canyon Road and Washington Avenue south of Highway 1 for inspection. In accordance with the Installation policies, base entry procedures must adhere to delivery vehicle process requirements mandated by the Wing. Once at Lompoc Gate, the driver must have a current base pass from Bldg. 17595, Visitor Control Center located at the Santa Maria Gate and be able to show:
 - 7.1.1 A current Vehicle Registration
 - 7.1.2 A current Proof of Insurance
 - 7.1.3 A valid and current Driver's License for the driver
 - 7.1.4 A valid and current Driver's License or other State Identification for any passenger(s) in the vehicle.
- 7.2 Gate Procedures:
 - 7.2.1 Once at Lompoc Gate Vehicle Inspection Station, be prepared to exit the vehicle and allow for vehicle inspection. At this time you may ask for directions to your final destination.
 - 7.2.2 If the final destination requires the driver to leave Lompoc Gate, and re-enter the base through an alternate gate, the pass received will be sufficient documentation for entry into both gates, within a pre-established time directed by the Security Forces representative.
 - 7.2.3 Arrival at the appropriate gate after the designated allotted time will result in non-admittance to the installation.

- 7.2.4 This procedure will occur each time a commercial truck requests access to the base.
- 7.3** Current Bill of Lading (BOL) to get delivery driver and the vehicle on base. BOL must include the AF installation name, date of anticipated delivery, and specific destination (including building number, street address, and point of contact information to include office telephone number).
- 7.4** Personnel should the following items when entering an installation:
 - 7.4.1 Current Registration for all vehicles
 - 7.4.2 Current Proof of Insurance for all vehicles
 - 7.4.3 Valid driver's license for each driver
 - 7.4.4 Valid driver's license or other state identification for each passenger
 - 7.4.5 Depending on the current Force Protection Condition, a government representative may be required to sponsor those people in person at Pass & ID, Bldg. 17595, Visitor Control Center located at the Santa Maria Gate.
 - 7.4.6 The sponsor must state the guest's purpose and destination. It is the responsibility of the contractor to validate this need with their government POC prior to their arrival so as to coordinate the arrival time accordingly. Sponsors may request that a pass be applicable for multiple days if needed.
- 7.5** To sponsor 10 or more people, a typed list of those people must be submitted by the Government Acceptor in Word or Excel format, stating LAST NAME then FIRST NAME of each person. The sponsor must submit that list to Pass & ID Bldg. 17595, Visitor Control Center, no fewer than three days prior to the anticipated arrival. Names listed must be complete names, (no nicknames), and correspond to the names on the state ID for each person.
- 7.6** Mission Essential Services: Contractors are not considered mission essential.
- 7.7** Prohibitions: Firearms may not be brought on base under any circumstances. Individuals with criminal records are not allowed on base. Contractor personnel are prohibited from sponsoring guests onto the installation.

8.0 Deliverables (CDRLs)

8.1 Product/Installation

- 8.1.1 Flooring, carpet tile
- 8.1.2 Luxury Vinyl Tile
- 8.1.3 Walk-off Mat
- 8.1.4 Adhesive
- 8.1.5 Sealant
- 8.1.6 Leveling compound
- 8.1.7 Transitions
- 8.1.8 Installation

9.0 Attachments

9.1 Facility Floor Plan