

**Statement of Work
Prefabricated Vestibule
70Z03823QS0000005**

1.0 General

The United States Coast Guard (USCG), Aviation Logistics Center (ALC) has a requirement for delivery and installation of a Small Vestibule, approximately 6' X 7' with aluminum storefront door and hardware (roof included), outside building 79, Operations Division (OPS).

2.0 Requirements

Performance under this Purchase Order shall be performed at:

USCG Aviation Logistics Center
Operations Division Office Bldg 79
1664 Weeksville Road.
Elizabeth City, NC 27909

The Contractor shall deliver a prefabricated 6' x 7' aluminum frame and glass small vestibule, with storefront door and hardware. Contractor will deliver the vestibule to building 79, outside of operations division entrance way, and install on provided concrete pad, along with prefabricated roof to match. The vestibule shall meet building codes and standards required here at USCG Base Elizabeth City. The Contractor will check all machine functions for proper fit and finish, operation, and safety.

3.0 Policies and Regulations:

3.1 Access to USCG Base Elizabeth City

ALC is a tenant command of Base Elizabeth City. The Contractor shall be met at the gate by a Government representative and shall be continually escorted by the representative for the duration of the visit. Base access requires 100% hands on ID checks. Drivers of vehicles must show a state driver license, valid vehicle registration, and current proof of insurance. All vehicles are subject to random search under Title 18 U.S.C 1382.

3.2 Compliance with Local Regulations, Instructions, Directives:

Contractor personnel shall comply with all local base regulations, instructions, directives, orders, and special procedures as promulgated by the Commanding Officer, USCG Base Elizabeth City (and all tenant commands), Elizabeth City, NC. All visitors to ALC shall review the ALC Visitor/Contractor Safety & Environmental Health Brochure information which is included after page 3 of this SOW.

3.3 Removing Employees for Misconduct or Security Reasons

The Contracting Officer may direct the Contractor to remove any Contractor employee from USCG facilities for misconduct or security reasons. Removal does not relieve the Contractor of the responsibility to continue providing the services required under the order. The Contracting Officer will provide the Contractor with a written explanation to support any request to remove an employee.

3.4 Tobacco Policy

The USCG prohibits the use of smoking tobacco and smokeless tobacco in the workplace to protect the health of all its workers. The workplace includes any area inside or outside of a building or facility

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under the custody and control of the USCG where work is performed by active-duty personnel, civilian employees, or personnel under contract to the USCG. The use of tobacco is prohibited in all USCG Government vehicles (including Cushman type), in all USCG aircraft, floating unit, or any other aircraft contracted for use in the USCG. The use of tobacco products (smoking and smokeless) is permitted only in designated areas as defined in USCG ALC Instruction 6280.1 (series). Contractors may only use tobacco products in designated smoking areas and are accountable for appropriately discarding their smoking material and/or spit tobacco. Tobacco spit and residue shall be held in containers with sealing lids to prevent odor and accidental spills and disposed of in a sanitary manner that prevents public exposure. Employees caught violating the tobacco policy may be subject to immediate removal IAW section 5.2.

3.5 Environmental, Safety, And Occupational Health (ESOH)

The Contractor is solely responsible for compliance with all federal, state and local laws, including but not limited to the Occupational, Safety and Health Act (OSHA) (Public Law 91-596) and the resulting standards, OSHA Standard 29 CFR 1910 and any ALC Instructions as applicable, and the protection of their employees. Note: ALC Instructions are annotated because many of the USCG/ALC standards exceed the OSHA standard criteria. If a conflict is noted, the most stringent requirement takes precedence. The USCG shall assume no liability or responsibility for the Contractor's compliance or non-compliance with such requirements. In addition, the Contractor is required to flow down the safety requirements/specifications to all subcontracts/subcontractors. Safety requirements listed herein that do not concern Contractor's operations or services shall be considered self-deleting as mutually agreed by the Contracting Officer and the Contractor.

3.5.1 The Contractor shall be subject to safety inspections of its work sites by the USCG. Contractor safety records shall be available upon request by the Contracting Officer. The Contractor shall be liable for, and shall indemnify and hold harmless the USCG against, all actions or claims pertaining to the "personal" safety requirements of employees. The Contractor shall provide all personal protective equipment (respiratory protection, hearing protection, gloves, steel-toed shoes, safety glasses, protective clothing, etc.). In addition, the USCG is not responsible for medical examinations, hearing testing, substance abuse testing, or any other type of testing for Contractor employees.

3.0 INSPECTION AND ACCEPTANCE:

The Point of Contact will accomplish inspection and acceptance of all work. Work is to be done in a neat and professional manner with minimal disruption.

3.0 POINT OF CONTACT:

The Point of Contact for this job will be Lee Pipkin, ALC/ Facility Manager. He can be reached at telephone number (252) 335-6532, Office Phone, or (252) 333-5447 Cell Phone.