



**STATEMENT OF WORK
FDC SEATAC
REPAIR/REBUILD CHILLER PLANT #2**

I. SPECIFICATIONS:

A. INTRODUCTION

The Federal Bureau of Prisons, Federal Detention Center (FDC) SeaTac intends to award to a responsible entity for the provision of skilled service to repair/rebuild one Trane Brand Centrifugal Chiller Plant at FDC SeaTac, located 2425 S. 200th Street, SeaTac, Washington, 98198.

B. SCOPE OF WORK

B.1 Due to an identified heat exchanger tube bundle compromise, FDC SeaTac's #2 Trane Brand Chiller Plant will require a repair/rebuild activity. Awarded contractor shall provide all labor, supervision, parts, materials, tools, equipment, and any specialized outside services to repair #2 Trane Brand CVHE-500 Chiller. The work shall be completed in accordance with manufacturers recommendations, utilizing all new parts and materials that meet or exceed manufacturers specifications, and consisting of all facets of the "Centravac Major Inspection and Renovation Service Steps and Procedures."

B.2 Method of Performance:

The contractor has sole responsibility and discretion for choosing and implementing the manner and method of performing the tasks outlined in this Statement of Work as long as they don't impede or violate any Local, State, or Federal regulatory policies and/or laws. The institution Contracting Officer, and/or Contracting Officer's Representative (COR) shall monitor and review contractor performance to ensure contract compliance. The contractors' performance will be evaluated in accordance with FAR Part 42.

B.3 All work shall be completed, equipment tested, and adjusted per manufactures recommendations and accepted by the institution's COR prior to closure of the project.

C. CHILLER REBUILD REQUIREMENTS

Following the chiller manufacture's recommended maintenance guidelines, the contractor shall:

- a. Dismantle the chiller heat exchanger.
- b. Inspect the tube bundle and where applicable seal up, i.e. plug faulty tubes.
- c. Reassemble the heat exchanger and test to determine repairs are satisfactory.

D. TESTING AND QUALITY ASSURANCE

D.1 Upon chiller repair completion, the contractor shall:

- a. Perform an operational load test with a vibration analysis.
- b. Make all necessary adjustments and verify that all systems, components, sensors, switches, and safety features operate properly as designed by the manufacture.
- c. Insure all post repair operational tests yield data results that meet or exceed manufacture specifications to the satisfaction of the COR before release of contractor liability is granted.

D.2 Contractor shall provide a warranty of not less than (1) one year on all parts, materials and labor, and not less than (5) five years on motors and/or compressors, for any defects associated with the chiller rebuild.



E. CONTRACTOR RESPONSIBILITIES

- E.1 All contractor provided field technicians assigned to do the prescribed work shall be certified by the chiller manufacturer (Trane). Proof of certifications must be provided by the contractor to the COR prior to project start.
- E.2 Upon chiller reassembly, the contractor shall use all new gaskets, seals, O-rings, insulation, and gasket sealers that meet, and/or exceed the manufacturer's specifications.
- E.4 Contractor shall comply with all applicable Federal, State, and Local safety standards providing their on-site field technicians with all necessary safety equipment to include, proper personal protective equipment, Lock-Out / Tag-Out equipment, and any "job-site specific" safety equipment deemed necessary to safely complete the project described in this Statement of Work.
- E.5 The contractor shall comply with all applicable Federal, State, and Local laws for the safe transportation, storage, use, documentation, and disposal of all chemicals that may be used on the job. Likewise, all used chemicals, chemically hazardous debris (to include used rags), must be safely collected in approved receptacles and removed by the contractor in accordance with the aforementioned regulatory entities.
- E.6 The Contractor shall provide Material Data Sheets (MDS) on all hazardous/flammable chemical products that would be required or recommended for used to complete the project. If the institution Safety Manager deems any of the products inappropriate for use within the institution it shall be the Contractor's responsibility to find an alternative material/chemical to use.
- E.7 The contractor shall comply with all applicable Federal, State, and Local safety standards providing their on-site workers with all necessary safety equipment to include proper personal protective equipment, and any "job-site specific" safety equipment deemed necessary to safely complete the project described in this Statement of Work.
- E.8 Contractor shall reclaim refrigerant per applicable Federal, State, and Local laws, and have it tested by a certified laboratory to determine if it is acceptable for reuse and/or recycle. Any unusable refrigerant will be replaced with new refrigerant. In conjunction with this procedure, a detailed report of the total amount of refrigerant reclaimed and/or lost must be provided.
- E.9 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.
- E.10 Contractor is responsible to submit a progress schedule at the Pre-Construction Conference, in addition to a Schedule of Values, in accordance with industry standard. Contractor is responsible to submit an updated progress schedule for review and approval at each monthly progress meeting.
- E.11 Contractor shall coordinate with the Contracting Officer's Representative (COR) to coordinate an installation schedule
- E.12 Contractor shall be responsible to remove all debris, all old existing equipment, and waste materials from the job site and be disposed of in accordance with all Federal, State, and local laws prior to the COR's final evaluation. FDC SeaTac will not provide trash accommodations of large volume of material.

F. FDC SEATAC'S RESPONSIBILITIES

- F.1 UTILITIES



FDC SeaTac will provide drinking water, use of restrooms, and use of electrical outlets typically needed for operating small power hand tools including battery chargers.

- F.2 Upon contract award FDC SeaTac will provide to the Contractor all necessary security clearance documents for institution access.
- F.3 FDC SeaTac will provide staff escorts for contractor assigned field technicians and will make available access to all necessary institution room locations required for the chiller repair/rebuild process. Be advised, assigned staff for contractor escorts are subject to limitations based on daily institution needs and workloads. Manpower planning and collaboration between the COR and the contractor's on-site supervising authority concerning escort needs shall be at the COR's advisement and discretion.

II. CONTRACTOR SECURITY/WORK REGULATIONS

G. CONTRACTOR SECURITY REQUIREMENTS:

- G.1 As prescribed by the Federal Bureau of Prisons, the awarded contractor will be required to submit applicable security clearance documents on all assigned FMs entering the institution to do the work.
- G.2 All security clearance documentation must be institution reviewed and approved prior to contractor institution access.
- G.3 In the event a contractor selected FM should not clear the institution's security clearance process, it will be the responsibility of the contractor to provide another qualified candidate. By law, the Federal Bureau of Prisons cannot, and will not, release any background results to an employee's employer as to why he or she was not able to clear the security review process.
- G.4 Contractor FMs approved to enter the institution to fulfill project work will be required to attend a "Pre-Construction Meeting" to include a brief Safety and Security Orientation before project workstarts.

H. WORKING HOURS AND INCIDENTAL PROTOCOLS

- H. 1 FDC SeaTac's normal business hours of operation is Monday through Friday between 6AM-2PM, excluding federal holidays. Due to institutional work shift protocols contractor FMs may be required to wait a few minutes until the shift transition is completed. Likewise, FMs will be required to secure work by no later than 1:45PM each day.
- H.2 Access to institution areas where work will be carried out will be available during normal authorized working hours, however such areas may become limited or unauthorized in the event of a secure incident and/or emergency. Because of this, on-site work hours may not constitute a full 8 hour work day. The contractor will not be penalized for work delays as a result of such.
- H.3 Assigned FMs should be mindful that security and logistical protocols for typical institution access can take up to 15 minutes. It is therefore advised the contractor FMs be in the institution lobby by 6:00AM and ready to enter when permitted to do so.
- H.4 In the event of an institution emergency, the on-site FMs may be instructed to stop and secure all work, tools, and equipment. They then will either be escorted to a safe holding location or escorted out of the institution until the event is resolved. Typically, work may resume once the incident is cleared.

I. DELEVERY OF MATERIALS:

- I.1 All project materials and/or contractor equipment needed to perform the work requiring temporary on-site staging will be coordinated with the COR.



- I.2 Any project related equipment and/or material deliveries which are direct shipped to the institution on behalf of the contractor can be received at the institutions' Rear Gate between the hours of 6:30AM – 1:00PM, Monday – Friday, excluding federal holidays.
- I.3 At no point will an institution staff member sign for or allow a shipment of project related items to be off loaded on institution property if the contractor has not clearly communicated to the institution's Contracting Officer or the assigned COR of such direct shipment deliveries. Likewise, FDC SeaTac staff will not be held accountable for the acceptance of any damaged contractor related deliveries. The contractor shall be present to conduct delivery inspections and assume responsibility for the outcome of them.
- I.4 The contractor shall be responsible for providing their own means of loading and unloading contractor materials and equipment, and at no time shall contractor materials or equipment be staged in a way that will block, impede, or otherwise hinder the typical operations of the receiving dock and rear gate area.

J. STORAGE OF MATERIALS, TOOLS, AND EQUIPMENT:

- J.1 All contractor tools shall be inventoried prior to entry and exit from the institution.
- J.2 The contractor may be approved to store materials, tools, and/or equipment on-site for a period of time that supports project objectives. Such items shall be reviewed and approved by the institution's security authority and advised as to where such items can be staged or stored. Typically, the contractor is expected and allowed to bring in a securable, single point access storage container(s), such as a Job or Gang Box that will be secured in a logical storage area for the duration of the project. Size of the storage container(s) shall be agreed upon by the COR and contractor.
- J.3 All contractor provided containers will be secured using a padlock protocol with two locks to secure it. One shall be a contractor lock and the other lock provided by the institution. If necessary, a heavy duty chain provided by the contractor may be used to facilitate the locking requirement. All materials and equipment stored within the container will be maintained in a safe an orderly fashion. Stored materials cannot be stored at a height that would create a fall hazard.
- J.4 By BOP policy, all contractor tools are to be accounted for before the end of every work day or shift. Contractor tools being stored in a job container(s) shall be inventoried and secured in this same manner. A tool inventory form shall be used to facilitate accountability.
- J.5 At the start of each work day, job box container(s) shall be visually inspected for compromise and their contents verified as all present and accounted for by the contractor FM and by his or her assigned escorting staff member.
- J.6 At the end of the work day, all tools will be inventoried back in to their respective storage container(s) using the container's assigned tool inventory sheet.
- J.7 The inventory procedure shall require, at minimum, the presence of one contractor FM and his or her escorting Facilities Department staff member. Both individuals are to concur that all tools are accounted for before locking it shut.
- J.8 Contractors are permitted to bring in power extension cords into the institution if needed. However, extension cords are considered "high risk tools" that can facilitate inmate escape. Due to this security concern, contractors will not be allowed to keep extension cords on-site, i.e. (in tool storage containers) at



any time. Instead, all necessary power cords will be inventoried in and out through the institution's front lobby every day they are required for the duration of the project.

- J.9 All contractor owned ladders approved for use within the institution, regardless of the size, shall be stored in a pre-determined area and secured to a stationary fixture with a heavy link chain and lock which would prevent removal. Padlocks will be provided by FDC SeaTac.

K SAFETY AND PERSONAL PROTECTIVE EQUIPMENT:

- K.1 The on-site FMs working within the designated job site shall have and wear applicable Personal Protective Equipment (PPE) as prescribed by Occupational Safety & Health Administration (OSHA) regulations and industry standards. It is the responsibility of the primary contractor to provide such equipment to their employees.

L OTHER CONSIDERATIONS:

- L.1 Contractors will not be allowed to bring in mobile phones or cameras. Company laptop computers configured to program and troubleshoot equipment can be coordinated with the COR for authorized entry and use. However, use of institution LAN for internet connectivity will not be feasible. Mobile "Hot Spot" data communication nor Wi-Fi connectivity will be authorized. The institution's Facilities Department has a digital camera which will be used to photo document the project work. The contractor may request copies of the project photos taken.
- L.2 Contractor FMs may bring their lunch into the institution and consume it on-site if they so choose or elect to exit the institution for lunch. Re-entry to the institution may present some challenges if a security related incident had developed and is in progress. FMs may need to wait until the incident has been cleared.
- L.3 A FM who will require departure of the institution due to an incurred injury or illness on the job will be allowed to do so. An investigation and documentation of the incident by the institution's Safety Department will be initiated. The primary contractor shall be contacted and advised of the situation. If deemed necessary, the primary contractor shall be responsible for acquiring a suitable FM replacement as soon as reasonably possible if the injured FM is not able to return and complete the project work. This alternate person will be required to clear the institution's standard Criminal History Check protocol before he or she is permitted to access the institution and begin work.
- L.4 All work shall be carried out in such a way as to cause minimal interference in the normal operations of the institution. Contractor FMs shall comply with all institution regulations regarding safety and security. The COR or Contracting Officer may, if circumstances dictate, instruct the primary contractor to remove a particular assigned FM from the project if he or she is found to be incompetent, careless, insubordinate, or in essence unprofessional in the delivery of contracted services, and whose continued assignment to work at the institution would be deemed contrary to the safe and secure operations of the institution.
- L.5 **Institution Lock-down Protocols:**
In the event FDC SeaTac should be placed in a "Lock-Down" status that will impact the contractor's ability to access the institution and conduct normal work activities, The institution's Facilities Department shall make an attempt to contact the primary and/or the primary's sub-contractor to advise of the situation as soon as possible. However, timing of a lockdown event is usually spontaneous, thus communication of it action is not always shared or known right-a-way, especially when the event happens outside of typical dayshift hours. This situation may result in contractor FMs showing up to go to work and finding institution access has been restricted due to this status. In such cases, the primary contractor will be notified of the situation and given the following options;



- a. Have FMs wait and/or return later in the business day if the lockdown removal time is known and it would still allow for a reasonable amount of productive performance time. Or,
 - b. Be moved to the next normal business day.
- L.6 Any deviations from this Statement of Work will be considered a Change Order Request and must be authorized through the institution's Contracting Officer prior to the implementation of the requested change.
- L.7 It is the contractor's responsibility to repair and/or replace any damage to equipment or to the institution caused by contractor negligence during the course of the project. Acceptance of such corrective actions will be to the satisfaction of the institution's executive oversight and at no cost to the Federal Government.
- M.** In accordance with the Bureau of Prisons Acquisition Regulation (BPAP) 37.103 (e):
- a. This service is a contractual arrangement and not a personnel appointment.
 - b. Payment is based on an end product or accomplishment of a specific result.
 - c. The service does not constitute an employer/employee relationship.
 - d. The contractor will not be subject to Government supervision, except for security related matters. However, contractor performance shall be monitored.