

RFQ # N40192-16-Q-7001

STATEMENT OF WORK FOR PREFABRICATED OFFICE SPACE

SCOPE OF WORK: The contractor shall provide all personnel, labor, materials, transportation, and equipment to provide two (2) 360 SF portable office spaces and associated equipment. These items shall be fully burdened to include mobilization and demobilization. The price shall include delivery, set-up and removal.

SUMMARY:

Date In-Place: 20 November 2015

Date of Demobilization: CLIN 0001, CLIN 0004, CLIN 0005: 23 December 2015

Quantity: (2) 360 square foot (or similar)

Location: Andersen AFB, Guam

GENERAL REQUIREMENTS:

- A. Each structure shall include overhead lighting, power receptacles, adequate air conditioning and electrical systems, properly labeled central power breaker panel and a three (3) inch weather protected cable access pass-through. Structures shall include a minimum of two (2) exterior exits with two (2) keys per exit and exterior outdoor lighting and interior battery powered emergency exit signs. Structures shall have level flooring, a proper drainage system and shall be elevated to ensure no flooding.

Every interior section shall include: locking interior access doors with two (2) keys, one (1) ABC fire extinguisher, and a minimum of four (4) grounded electrical power outlets per 320 square feet of space. Structures larger than 640 square feet shall provide interior access by means of a common corridor which connects to the exterior doors. Locking exterior access doors may be substituted for interior access between sections.

- B. **Safety:** Vendor will provide a securing mechanism that prevents damage to surrounding areas and keeps the structures in place during sudden inclement weather or high wind conditions. Vendor must follow all safety and traffic procedures while operating on base.
- C. **Set-Up/Tear-Down:** Customer will support up to five (5) days of manpower to escort vendor during setup of structures and five (5) days of manpower escort vendor during teardown of the structures.
- D. **Frequency:** Vendor may make multiple pre-coordinated deliveries.

- E. **Additional requirements:** The contractor shall be responsible for the delivery, mobilization and arrangement of the portable office space to the specified location on Andersen AFB, GU. The contractor shall be responsible for the pickup, shipment and demobilization of the portable office space upon the end of the contract in accordance with all local laws and regulations.

The contractor shall clean up all debris and discard all material associated with the mobilization and demobilization of the portable office space.

F. **Notes:**

- a. Contractor personnel shall abide by all security requirements of the base installation command.
- b. In the event of an incident that involves damage to contractor or government property, or personnel, the contractor shall immediately:
 - i. Respond to the incident within 12 hours for maintaining of the office space.
 - ii. Inform the contracting officer within 24 hours after the occurrence.
 - iii. The contractor will provide details of the accident in writing to the contracting officer and the command safety office.
- c. A competent, English-speaking foreman or superintendent, with the authority to act on behalf of the contractor, must be present at the delivery site at all times when work is going on.
- d. Contractor shall maintain unescorted base access for all its personnel performing installation. A government official will act as escort for all controlled areas where installation occurs.

G. **Security:**

- a. All personnel employed by the contractor in the performance of this SOW and any representative of the contractor entering the Government installation in the performance of this SOW, shall abide by all security regulations of the installation and in order to register at the Pass Office for a base pass. Citizens from certain countries are currently banned from entering U.S. installations; Security Forces maintains a list of these banned countries. This includes individual contractor employees; therefore any contractor employee who is a citizen of one of these countries will not be allowed to access the installation. The list of excluded countries is subject to change without modification or amendment of the SOW or contract.
- b. The contractor must have all employees badged at the Andersen AFB Pass and Registration Section to work on this contract. All personnel will undergo a background check (note: there is a minimum 72 hours required for processing checks). Any persons denied entry during the background check, will not be permitted on the base for any reason. All contractor personnel who are cleared for entry will receive a contractor's badge and register all vehicles in accordance with current guidelines.