

**Statement of Work (SOW) for FEMA
Water and Maintenance Service - Group Sites - DR-4611-LA**

1. Introduction

This requirement is for Public Water Utility Services to provide at all FEMA Group Site constructed for DR-4611-LA in support of the Direct Temporary Housing Assistance Program. The Federal Emergency Management Agency (FEMA) shall use local City/County Water Utility Company to provide all personnel, equipment and maintenance required to provide Public Water Utility Services at group sites.

2. SITE LOCATIONS

Utility and Maintenance Services shall be provided at the following two (2) locations:

- 119 Gage Court, Houma, LA 70364
- 2097 West Park, Shriever, LA 70395

3. UTILITY CONTRACTOR RESPONSIBILITY

Provide all required material to supply Public Water Utility Services at each group site:

- Provide maintenance for Public Water Utility Services issues at contracted FEMA group sites.
- Bill FEMA for all locations in arrears on a monthly basis
- Provide a direct Point of Contact to address all FEMA issues

4. FEMA RESPONSIBILITY

Provide the following for each group site:

- Provide a direct Point of Contact to address all FEMA issues
- Provide monthly payment for services provided by utility company
- Provide notification when and if cancellation of service is required

5. VENDOR OBLIGATION TO OBTAIN ALL REQUIRED LICENSES, PERMITS, AND BONDS

Prior to the Contract start date, and except where precluded by local law or ordinance, the Vendor shall make and complete all arrangements with the appropriate officials in the city, county, and state and/or tribal in which the government facilities are located.

The federal government will not intervene in any state licensing or permit issues on behalf of the Vendor.

6. CONTRACTOR POINT OF CONTACT

The Public Water Utility Company shall assign a point of contact(s) (POCs) for communication with government officials and for coordination of Public Water Utility Services at each group site.

The Vendor shall provide the CO and COR the POC(s) name, telephone number, pager number (if any), cellular phone number, facsimile number, email address, and office address of the POC immediately upon notification of issuance/award of the Contract.

Payment and Invoicing

An original and one copy of each invoice dated the same date and referencing the task order number will be submitted as follows: Original invoice to the FEMA Finance Center (FFC) electronically to: FEMA-Finance-Vendor-Payments@fema.dhs.gov in read-only format, and the supporting documentation will be supplied as an attachment. Please include the Purchase Order Number on all submitted invoices.

Contract Clauses

52.217-8 Option to Extend Services. (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within five (5) days before the task order expires.

52.217-9 Option to Extend the Term of the Contract. (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within five days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 15 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause. (c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 15 months.