

**STATEMENT OF WORK (SOW)
FOR
Mini Split AC's Station Bayfield WI.**

1.0 GENERAL

1.1 BACKGROUND

Station Bayfield currently has window A/C's that do not provide ample amount of cold air during the summer months. During the winter months the station has a boiler system that does not keep up with the fridge temps. Mini Split A/C's need to be able to heat and cool.

1.2 SCOPE

Install new A/C mini splits in five different locations throughout the station A/C's shall provide both heat and cool air. Invertors shall be installed on the roof of the station and all through holes will be sealed to prevent water leakage.

1.3 APPLICABLE DOCUMENTS

2.0 SPECIFIC REQUIREMENTS/TASKS

- Furnish and install Two (2) Multi Head Heat Pump Invertors and Five (5) high Head indoor units.
- Invertors to be located on roof and the indoor units to be in Three (3) bedrooms, galley and office.
- Interconnecting line sets and communication cable between individual indoor units and exterior units.
- Condensate piping from indoor units to exterior.
- Extend electrical from panel with breakers, conduit and wiring.
- Seal all roof penetrations.
- Complete checkout and adjustments.
- All required tools and equipment for the complete job.
- Dispose of all hazmat, trash and waste generated from project.

3.0 CONTRACTOR PERSONNEL

It is the responsibility of the contractor to propose qualified contractor personnel to perform all requirements specified in the SOW. As a general rule, the government should not specify education, experience or other qualifications for contractor personnel. In some instances, however, it may be necessary for the government to specify contractor qualifications, certifications, and/or education.

3.1 QUALIFIED PERSONNEL

The Contractor shall provide qualified personnel to perform all requirements specified in this SOW.

3.2 CONTINUITY OF SUPPORT

The Contractor shall ensure that the contractually required level of support for this requirement is maintained at all times. The Contractor shall ensure that all contract support personnel are present for all hours of the workday. If for any reason the Contractor staffing levels are not maintained due to vacation, leave, appointments, etc., and replacement personnel will not be provided, the Contractor shall provide e-mail notification to the Contracting Officer's Representative (COR) prior to employee absence. Otherwise, the Contractor shall provide a fully qualified replacement.

3.43 EMPLOYEE CONDUCT

Contractor's employees shall comply with all applicable Government regulations, policies and procedures (e.g., fire, safety, sanitation, environmental protection, security, "off limits" areas, wearing of parts of DHS uniforms, and possession of weapons) when visiting or working at Government facilities. The Contractor shall ensure Contractor employees present a professional appearance at all times and that their conduct shall not reflect discredit on the United States or the Department of Homeland Security. The Project Manager shall ensure Contractor employees understand and abide by Department of Homeland Security established rules, regulations and policies concerning safety and security.

3.4 REMOVING EMPLOYEES FOR MISCONDUCT OR SECURITY REASONS

The Government may, at its sole discretion (via the Contracting Officer*), direct the Contractor to remove any Contractor employee from DHS facilities for misconduct or security reasons. Removal does not relieve the Contractor of the responsibility to continue providing the services required under the contract. The Contracting Officer will provide the Contractor with a written explanation to support any request to remove an employee.

4.1 PERIOD OF PERFORMANCE

The period of performance for this contract shall not exceed August 30th, 2022

4.2 PLACE OF PERFORMANCE

The primary place of performance will be the Contractor's facilities with frequent visits to the United States Coast Guard at 209 S 1st Street Bayfield WI. 54814

4.3 HOURS OF OPERATION

Contractor employees shall generally perform all work between the hours of 0700 and 2200 CST, Monday through Sunday (except Federal holidays). However, there may be occasions when Contractor employees shall be required to work other than normal business hours, including weekends and holidays, to fulfill requirements under this SOW.

4.4 TRAVEL

Contractor travel shall not be required for this requirement.

5.0 GOVERNMENT FURNISHED RESOURCES

The Government will not furnish any resources to the Contractor in support of this contract.

6.0 CONTRACTOR FURNISHED PROPERTY

The Contractor shall furnish all facilities, materials, equipment and services necessary to fulfill the requirements of this contract, except for the Government Furnished Resources specified in SOW 2.0 and SOW 5.0.

7.0 GOVERNMENT ACCEPTANCE PERIOD

The COR will review deliverables prior to acceptance and provide the contractor with an e-mail that provides documented reasons for non-acceptance. If the deliverable is acceptable, the COR will send an e-mail to the Contractor notifying it that the deliverable has been accepted.

7.1 The COR will have the right to reject or require correction of any deficiencies found in the deliverables that are contrary to the information contained in the Contractor's accepted proposal. In the event of a rejected deliverable, the Contractor will be notified in writing by the COR of the specific reasons for rejection. The Contractor may have an opportunity to correct the rejected deliverable and return it per delivery instructions.

7.2 The Contractor shall have 14 business days to make corrections and redeliver.