

SCOPE OF WORK

1. **GENERAL REQUIREMENTS:** The work consists of providing all labor, materials, equipment and shipping to and from as required to remove and install a new wired load sensing system for our 55 ton Terex Crane located at USCG Industrial Production Facility – 4000 Coast Guard Blvd, Portsmouth, VA 23703.
2. **SCOPE OF WORK:** Install and complete operational test of load sensing system to include sensors that communicate with a load sensing monitor inside the cab of the crane.
3. **DESIGNATED CONTRACTING OFFICER'S QA EVALUATOR (QAE) REPRESENTATIVE:** The designated contracting officer's QAE representative and Point of Contact for this project is [REDACTED]
[REDACTED] Inquiries concerning any phase of the specification before or after award shall be made to [REDACTED]
4. **SITE VISIT:** All bidders are strongly encouraged to visit the site to field verify any/all quantities before submitting bids. All site visits must be scheduled 3 days in advance to allow Base Security time to clear visitors. Interested parties shall make arrangements for a site visit with [REDACTED] or [REDACTED] and provide with him with the following information:
 - Full name
 - Date of birth
 - Drivers license number
 - Citizenship
5. **CONDITIONS AFFECTING THE WORK:** The government will assume no responsibility for any understanding or misrepresentations concerning conditions made by any of its officers or agents prior to the execution of the contract, unless included in the request of quotes, the specification or related documents.
6. **AFTER AWARD OF THE CONTRACT:** The contractor must immediately notify the contracting Officer's QAE representative of his intended start date. The work shall be done in accordance with the specification.
7. **ORAL MODIFICATION:** No oral statement of any person other than the contracting officer shall in any manner, or degree, modify or otherwise affect the terms of this contract.
8. **WORKMANSHIP:** All work shall be accomplished with the best standard practices, and by workman thoroughly experienced in the required trades. The work shall be supervised by experienced personnel and shall be satisfactory to the Contracting Officer.

9. PERMITS: The contractor shall without additional expense to the government, obtain all appointments, licenses, and permits required for the prosecution of the work. The contractor shall comply with all applicable federal, state and local laws.

10. CLEAN UP: All trash and debris shall be removed from the site daily. The job site shall be left in a clean and neat manner.

11. WORK OUTSIDE REGULAR HOURS: If the contractor desires to carry on work on Saturday, Sunday, holidays or outside the station's regular hours, he may submit his request in writing to the Contracting Officer's QAE Representative for approval consideration. The contractor shall allow ample time to enable satisfactory arrangements to be made by the government for inspecting the work in progress.

12. UPON COMPLETION OF WORK: Contact the Contracting Officer QAE Representative to arrange for inspection/acceptance of work.

13. IDENTIFICATION OF CONTRACTOR PERSONNEL AND VEHICLES:

The contractor shall provide a detailed list of all employees to the QAE Representative five (5) days prior to commencing work. The employee list shall contain the employee's full name, date and place of birth, current address and last four (4) of SSN. The Base Portsmouth Security Officer will be given a copy of the employee list and a pass will be issued for entry. Each contractor provided vehicle or towed trailer shall show the contractor's name so that it is clearly visible on the vehicle. A valid state license plate and safety inspection sticker is required. All vehicles operated on government property shall be maintained in a good state of repair. Base Portsmouth also participates in the "Rapidgate" program as a means of efficiently accessing the base.

14. SAFETY REQUIREMENTS:

1. Responsibilities:

a. All contractors working on CG Base Portsmouth shall abide by all federal safety regulations as published by the Occupational Health and Safety Administration, 29 CFR 1910 (series) and 29 CFR 1926 (series). Contractor written safety programs shall be reviewed by the Base Safety Officer prior to starting work.

b. Written notification must be provided to the Base Safety Officer, [REDACTED] in their capacity as Base Fire Marshal of any activity that could potentially cause fire or explosion or that changes or reduces the capability of fighting a fire or explosion. Some examples of qualifying activities are: a fire hydrant or fire suppression system that must be taken out of service for any reason, electrical work that affects fire alarm systems, introduction of hazardous or flammable material onto the Base, and blocking of any egress routes or emergency vehicle

routes. Inclusion of this information in the contract constitutes written notification as long as the outsource review sheet is signed by Base Safety Officer.

- c. Copies of the following must be provided to the Base Safety Officer prior to starting work in affected areas: Confined Space Entry Permits, Hot Work Chits, and Dig Chits. Confined space clearance must be conducted by a certified marine chemist and permit required spaces will have a copy of the permit posted on site during work. Hot work will only be conducted with permission and a fire watch must be posted during work. A facility dig chit is required in addition to a Miss Utility dig chit. The systems on Base Portsmouth are not limited to what the City of Portsmouth has on file. In order to ensure electrical safety and integrity of systems, a facility chit is required.
- d. Lock Out/Tag Out requires notification and coordination with facilities and will not be conducted by a contractor on Base Portsmouth. A Facilities Division representative is required for all contractor Lock Out/Tag Out needs.

2. Rights:

- a. Every employee working on Base Portsmouth has the right to a safe and healthy work place. The contractor has the responsibility and right to stop unsafe work. QAE's and the Safety Officer may also institute a work stoppage relating to unsafe practices or immediate danger to life and health situations.