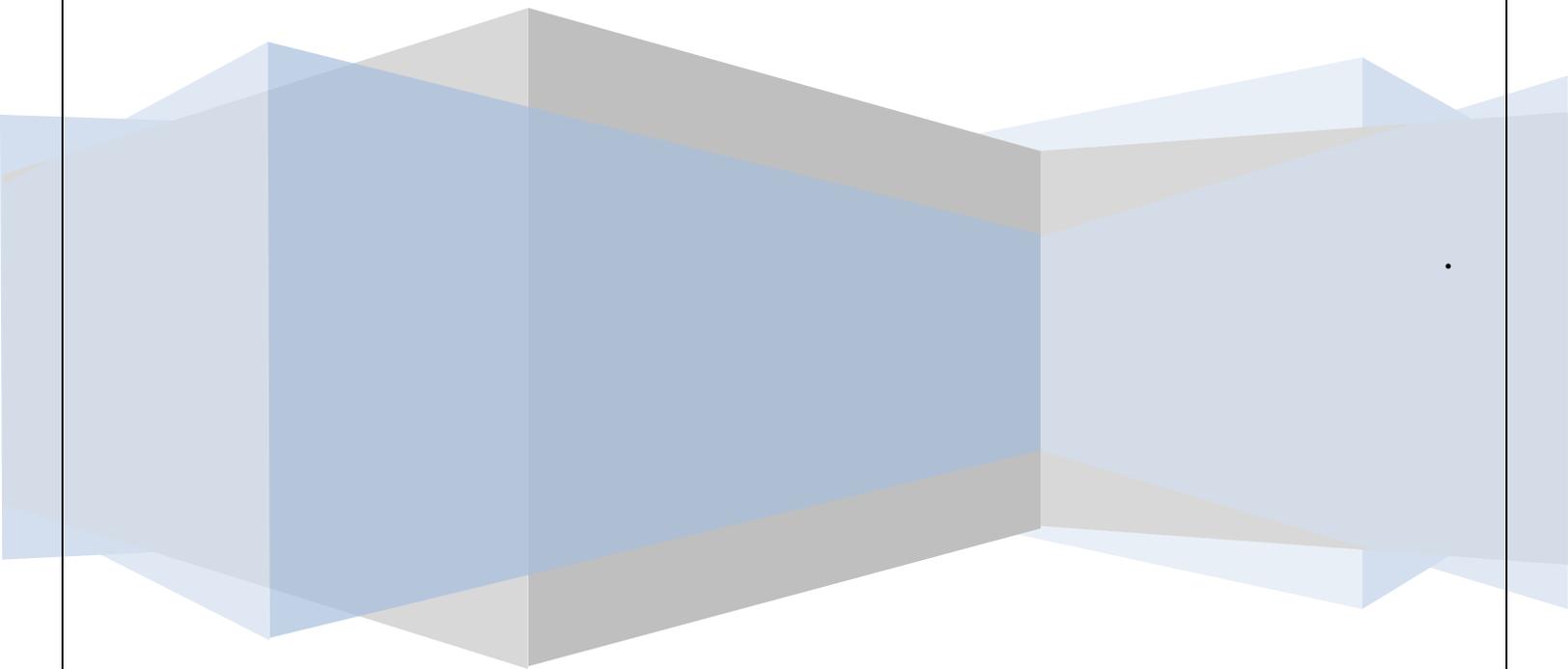


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STATEMENT OF WORK (SOW)

Wood treatment, cleaning and sealing of wooden pergolas

US Embassy Amman



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Wood treatment, cleaning and sealing of wooden pergolas
August 25th, 2016

1.0 INTRODUCTION

1.1 OVERVIEW: The Facilities Management of the US Embassy Amman is seeking the services of a professional wood treatment, cleaning and sealing contractor to wood treat, clean and seal wooden pergolas at several locations around a residence in the US Embassy. The contractor will provide approved professional labor and all required tools, machines and materials. The contractor responsibility is to submit his personnel for clearances. Those who do not get the clearance, the contractor should submit replacements. The contractor is to assure best practice of cleaning and sealing services and should be subject to Contracting Officer's Representative (COR) approvals. Works on site should be conducted from Sunday to Thursday; 08:00 till 16:00. Before bidding, the contractor should visit the site and familiarize him or herself with the works needed, materials requirements, work preparations and the size of work.

1.2 PROJECT PRACTICE: The surface preparation procedures should follow the best accepted and approved by (COR) practices. The (COR) instruction should dominate in this regard. The manpower provided should be professional and subject to (COR) approval. The manpower provided should be adequate to perform the required job within the timeline. After being awarded this contract, the contractor shall in adequate advance time submit the required materials including all kinds of tools and equipment. The same original wood appearance should be preserved. The contractor will be responsible for any damages. The contractor should clean all the work places after completion. Materials should be similar to the materials used in the Embassy. Embassy will provide water and power sources and contractor should provide suitable connections. Contractor should temporary move plants or awnings if needed to accomplish his work and then put them back.

Surfaces fall within this (SOW): all surfaces described below. The contractor is to take required measures to assure safety and accessibility of all users. Protective materials should be used where needed. Please note that the bids are required on lump sum basis for the two parts below separately. All surfaces within the below items should be part of this (SOW). The contractors should submit their **offer for each sub-location shown in below table**. Contract could be awarded in one or more parts or total.

No.	Location	Sub-Location	No. of columns	Length (m)	No. of horizontal beams	Length (m)	No. of crossing beams	Length (m)	Price (JD)
1	Residence 1 (CMR)	Front (south) side	26	4	26	6	117	4.5	
2		North side	40	2	16	1.5	0	0	
3		East side	98	3	89	4	18 small columns	1.5	
4	Residence 2 (MSGQ)		68	3	21	2	12	5 + 6 columns of 4 m length	
								total	

1.3 WORK PROCEDURES:

The pergolas are used for decorative purposes and also in part of them to carry climbing plants. They also contain some small amount of copper plates. It is the contractor responsibility to remove the plants as needed to do the job on all surfaces and put them back to original shape. The pergolas consist of vertical and horizontal wooden frames and columns. There are also orange painted horizontal metal pieces that falls within this (SOW). The contractor should clean them; paint them with primer and then same color top paint. The wood is turning black on some places and should be cleaned and treated to kill the mold before the sealing. Sealer should be water base and should preserve wood texture appearance and protect the wood from weather conditions. The following is the minimum requirements to conduct the works:

- 1.3.1 Apply mold killer to the wood faces to kill the entire mold on wood and remove black and non-original wood appearance.
- 1.3.2 Clean all the wood faces with high pressure washer of 5000 PSI to bring it to the original wood texture shape and color.
- 1.3.3 Apply water base sealer for all wood faces to protect it from sun and rain.
- 1.3.4 Clean and polish the copper pieces.
- 1.3.5 Clean, remove rust and paint with primer and top coat the orange metal pieces.

SOW for Wood treatment, cleaning and sealing of wooden pergolas.

Unclassified

2.0 PERIOD OF PERFORMANE

The works should be completed as per this (SOW) in 21 working days. The starting date will be the date mentioned on the Notice to Proceed letter.

3.0 WARRANTY

Contractor should give a written warranty on materials and workman ship including color change or mold growing repair for **two years** starting from the date of final handover. Warranty should cover both repair needed materials and labor.

4.0 ADMINISTRATION

- 4.1 POINT OF CONTACT (POC): The Contractor shall appoint a project manager to act on behalf of the Contractor as the (POC) for all communications between the Contractor and (COR).
- 4.2 CONTRACTING OFFICER'S REPRESENTATIVE (COR): The designated COR for this Task Order is the Facilities Manager (FM). All administrative matters, and request for technical clarifications and assistance regarding this Task Order shall be directed to the (FM) Telephone 06/5906151.
- 4.3 PAYMENTS: Invoice shall be submitted to the (COR) upon completion of all works and after handing over to the (COR). Invoice shall include the contract number.
- 4.4 TERMINATION: If, for convenience to the Embassy, any phase or task of the delivery order is deemed unfeasible by Embassy, the United States Government may at this point pay the Contractor of this project for the work done to date and terminate the remaining portion of the delivery order.
- 4.5 The Contractor shall NOT conduct any work that is beyond this Statement of Work (SOW) unless directed in writing by the Contracting Officer (COR). Any work done by the Contractor beyond this (SOW) without direction from the (COR) will be at the Contractor's own risk and at no cost to the Government.

Construction Safety Regulations

At the U.S. Embassy, Amman

OVERVIEW:

Monitoring of Post Managed construction projects for safety, health and environmental management rests on the POSHO (Post Occupational Safety and Health Officer) and/or Assistant POSHO who will review the site for health and safety plan, coordinate with the contractor for implementing the plan, and inspect the construction site to verify the contractor's safety and health plan is being fully implemented. If the POSHO and/or APOSHO observes any violations of the contractor's safety and health plan, he/she have the authority to stop the work until appropriate control measures are in place. The contractor will be responsible to report any mishap to the POSHO and/or APOSHO. The contractor shall complete the official the Department of State mishap reporting forms provided by the POSHO and/or APOSHO.

PURPOSE:

The intent of this Scope of Work is to inform contractors of their general responsibilities for post managed construction projects. Safety regulations and standards in this SOW serve as a guideline to the Contractor for follow when working on the intended construction project. Construction activities rank high in accident rate occupations. With introduction of simple safety measures, many construction mishaps may be avoided or the impact greatly reduced.

SCOPE OF WORK

- Per [15 FAM 935](#), contractors must provide their employees with a safe and healthful condition of employment.
- The contractor shall follow the [CONTRACTORS' GENERAL RESPONSIBILITIES](#)
- Contractor shall provide a comprehensive safety plan when bidding for construction project Scope of Work that will be reviewed by the POSHO and/or APOSHO.
- The Contractor shall attend a safety briefing with the POSHO and/or APOSHO to review the contractor's safety plan before mobilizing to execute the project.
- The contractor shall ensure proper safety; health and environmental requirements of the US Corps of Engineers- Safety and Health Requirements Manuel [EM 385-1-1](#) applicable to their project are followed.

- The contractor shall **provide** all required personal protective equipment (PPE) for all the workers on site, and shall **enforce** the use of the appropriate gear for specific hazards.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

The contractors shall be briefed in the initial safety briefing on Post's PPE standards and their responsibilities while performing work at post.

- Protective equipment for eyes, face, head, and extremities, protective clothing that includes safety shoes, respiratory devices, and protective shields and barriers, shall be used wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.
- Each affected employee shall use appropriate eye or face protection when exposed to eye or face hazards from flying particles, molten metal, liquid chemicals, acids or caustic liquids, chemical gases or vapors, or potentially injurious light radiation.
- Each affected employee shall use appropriate respiratory protection when potentially exposed to air contaminated with harmful dusts, fogs, fumes, mists, gases, smokes, sprays, or vapors and when such hazards cannot be reduced or eliminated by effective engineering controls.
- Each affected employee shall wear protective helmets when working in areas where there is a potential for injury to the head from falling objects. Protective helmets shall also be worn to reduce electrical shock hazards when near exposed electrical conductors which could contact the head.
- Each affected employee shall wear protective footwear (safety shoes) when working in areas where there is a danger of foot injuries due to falling and rolling objects, or objects piercing the sole, and where such employee's feet are exposed to electrical hazards.
- Each affected employee shall wear protective ear wear whenever noise exposures equal or exceed an 8-hour time-weighted average sound level (TWA) of 80 decibels and when engineering controls cannot reduce or eliminate the hazard.

- Each affected employee shall wear protective gloves when working in areas where hands are exposed to hazards such as those from skin absorption of harmful substances; severe cuts or lacerations; severe abrasions; punctures; chemical burns; thermal burns; and harmful temperature extremes.
- The Contractor shall follow the BARRICADING AND FENCING safety regulations when applicable.
- The Contractor shall follow the ELECTRICAL SAFETY and LOCKOUT / TAGOUT safety regulations when applicable.
- The Contractor shall follow the FALL PROTECTION safety regulations when applicable.
- The Contractor shall follow the HAZARD COMMUNICATIONS safety regulations when applicable.
- The Contractor shall follow the HAND AND POWER TOOL SAFETY regulations when applicable.
- The Contractor shall follow the SCAFFOLDING safety regulations when applicable.
- The Contractor shall follow the NOISE safety regulations when applicable.
- The Contractor shall follow the HOT WORK PERMIT safety regulations when applicable.
- The Contractor shall follow the TRENCHING AND EXCAVATIONS safety regulations when applicable.
- The Contractor shall follow the CONFINED SPACE ENTRY safety regulations when applicable.