

**Statement of Work (SOW)/Requirement/Objectives For Carpet Removal and Replacement in Room 1200 at Building 884 at
Gunter Annex at Maxwell Air Force Base (AFB)
Project # none / Work Order (WO)# 29167**

15AUG19

1.0 SCOPE: The United States Government (USG) has a requirement to install remove and replace carpet in room 1200, building 884. at Gunter Annex at Maxwell Air Force Base (AFB), Alabama. The contractor shall furnish all plant, labor, materials, and equipment necessary to perform work order 29167 in accordance with (IAW) this statement of work (SOW). Contractor is responsible for verifying all measurements and material quantities.

1.1 APPLICABLE DOCUMENTS: See Appendix A.

2.0 SPECIFIC REQUIREMENT:

2.1 CONTRACT LINE ITEM (CLIN): The contractor shall purchase carpet from mandatory U.S. Air Force (USAF) contracts FA8057-17-C-0002, FA8057-17-C-0003, FA8057-17-C-0004, or FA8057-17-C-0005. See Appendix B.

2.1.1 Color choices:

CONTRACT#	COMPANY	COLLECTION NAME	COLOR CODE	COLOR NAME	PRICE
FA8057-17-C-0002	Shaw	No Rules Collection	6309	Indiana Chai	
FA8057-17-C-0003	J+J Flooring	Passages Broadloom	2047	Route	
		Passages Broadloom	2049	Alley	
		Passages Broadloom	1209	Reboot	
FA8057-17-C-0004	Mohawk Group	New Basics III	719	Carbon Char	
		New Basics III	559	Annodized Lapis	
FA8057-17-C-0005	CMA-Milliken	none selected			

2.1.2 The contractor shall deliver all required items to the appropriate building:
501 East Moore Drive, Building 884, Room 1200, Maxwell AFB – Gunter Annex, AL 36114

2.1.3 The contractor shall unload all carpet into the room the carpet will be installed in.

2.2 CLIN: The contractor shall remove and install carpet approximately 1,115 square yards of carpet. See Diagram 1. Price:

2.2.1 The contractor shall remove and dispose of all items relating to the installation of new carpet, such as protective shipping containers and boxes.

2.2.2 The contractor shall vacuum floors in the area where they install new carpet when finished with the installation.

2.2.3 There are no loading docks associated with the buildings.

2.2.4 The carpet installation is on the ground floor of building 884.

2.2.5 The contractor shall remove all old carpet.

2.2.6 Installation shall be coordinated four weeks in advance.

2.2.6.1 Carpet installer shall coordinate carpet delivery with furniture installation in order for the carpet to be installed while the modular furniture removal and installation is happening to provide as little downtime to customer employees as possible.

2.2.7 Installer shall keep work contained in work area.

2.2.8 After carpet installation and area cleanup, the installer shall arrange an inspection. Any defects in the carpet or installation shall be noted and repaired as soon as possible.

2.3 The contractor is responsible for patching and repairing any item or finish damaged during installation to match existing. All existing facilities must be protected. The area is to be impeded as little as possible during the installation process. The contractor is responsible for any damage caused by his own personnel, including subcontractors, performing under this SOW.

2.4 Contractor is responsible for scheduling and coordinating various trade activities. Contractor is responsible for assuring that all work accomplished and materials used are IAW industry standards and installed to manufacturer's specifications.

2.5 A time-phased schedule of all work per this SOW shall be provided after award of contract and before work begins. Work shall be coordinated with building personnel, customer, and contracting office for scheduling.

2.6 All equipment installed or supplied shall be new. No refurbished, recertified, reconditioned, remanufactured, or 'gray' items will be accepted.

3.0 GENERAL REQUIREMENTS

3.1 LOCATION: Gunter Annex, Maxwell AFB, AL.

3.2 PERFORMANCE: All work shall be completed within 90 calendar days after the receipt of the Notice to Proceed (NTP) or contract award. Materials shall be ordered no later than 30 September 2019 with a confirmation provided. Work hours shall be between the hours of 7-5 and M-F unless approved by the Contracting Officer.

4.0 DELIVERABLES -- SPECIFIC REQUIREMENTS

4.1 AS-BUILT DRAWINGS: Necessary if there are any significant changes to floor plan. Prior to final acceptance of installation work, "as-built" drawings are required. All new drawings shall include all the changes made to the original configuration of the areas where the contractor installed new materials or made use of existing equipment.

4.2 WARRANTIES: Contractor shall furnish all manufacturer warranties for any component incorporated into this project; any component installed in or made a part of the existing infrastructure; and any exterior or interior finishes.

5.0 SECURITY AND ACCESS REQUIREMENTS:

5.1 CONTRACTOR NOTIFICATION RESPONSIBILITIES: The contractor shall notify the 42d Air Base Wing Information Protection Office within thirty (30) days before on-base performance of the service. The notification shall include:

- a. Name, address, and telephone number of contractor representatives.
- b. The contract number and contracting agency.
- c. The reason for the service (i.e., work to be performed).
- d. The location(s) of service performance and future performance, if known.
- e. The date service performance begins.
- f. Any change to information previously provided under this paragraph.

5.2 OBTAINING AND RETRIEVING IDENTIFICATION MEDIA: As prescribed by Air Force Federal Acquisition Regulation Supplement (AFFARS) 5352.242-9000 *Contractor Access to Air Force Installations* (NOV 2012), the contractor shall additionally comply with the following requirements:

- a. When reporting to the registration office, the authorized contractor individual(s) shall provide a a valid state or federal issued picture identification.
- b. Ten duty days prior to arrival the contractor must mail or fax a visit authorization letter to the project manager or designated Government point of contact (POC) listing the name; driver license number and state of issue; date of birth and place of birth of the individual(s) who will be working on the base. Contractor will be responsible for obtaining written permission/signature from each person's name submitted for a background check to be completed. If a background check cannot be completed entry onto the installation cannot be granted. Contact the project manager for further guidance.
- c. The issuing office will verify all base identification passes are returned and/or accounted for. The issuing office will forward a memorandum to the contractor individual authorized to sign the Request for Base Identification Credentials indicating the badges have been turned in. The DD Form 577 (signature card) for the contractor authorized requestor will be destroyed and the individual will no longer be authorized to sign DD Form 1172 (Application for Uniform Services Identification Cards).

5.3 VEHICLE INSPECTION: All commercial vehicles will be directed to Gate 3 (Kelly Street) or Gate 4 (Congressman W. L. Dickinson Drive for Gunter) for processing through the Commercial Vehicle Inspection (CVI) Area, when operational. During non-duty hours and holidays, commercial vehicle inspections will be conducted at Gate 1 (Maxwell Boulevard) or Gate 4 only. Inspection members will conduct thorough inspections of the interior and exterior of the vehicle for items prohibited from the installation such as explosive devices, weapons and ammunition, drugs, and open or closed alcohol containers.

5.4 REPORTING REQUIREMENTS: The contractor shall comply with Air Force Instruction (AFI) 71-101, Volume-1, *Criminal Investigations*, and Volume-2, *Protective Service Matters*, requirements. Contractor personnel shall report to 42d Air Base Wing Information Protection Office, any information or circumstances of which they are aware may pose a threat to the security of DoD personnel, contractor personnel, resources, and classified or unclassified defense information. Contractor employees shall be briefed by their immediate supervisor upon initial on-base assignment and as required thereafter.

5.5 TRAFFIC LAWS: The contractor and their employees shall comply with base traffic regulations set forth in AFI 31-218, *Motor Vehicle Traffic Supervision*, and AFMAN 31-113, *Installation Perimeter Access Control*. Personnel in violation may be issued a DD Form 1408 (Armed Forces Traffic Ticket) or DD Form 1805 (United States District Court Violation Notice) from the Central Violations Bureau.

5.6 RANDOM INSTALLATION ENTRY/EXIT CHECKS: Entry/exit vehicle checks are conducted by order of the 42d Air Base Wing (ABW) Commander. These checks are conducted for the purpose of safeguarding the base and protecting government property by discovering and seizing stolen property, classified information, and contraband. Refusal to submit to an installation (entry/exit) vehicle check may result in the loss of base driving privileges, revocation of base registration, or debarment action.

5.7 CELLULAR PHONE OPERATION POLICY: The use of cellular phones while operating a motorized vehicle is prohibited on Maxwell-Gunter. Although discouraged, drivers are authorized to use devices, i.e. ear bud or ear boom, which allows their cellular phone to be operated hands-free. The device must not cover both ears. This policy applies to everyone driving on Maxwell-Gunter AFB. Personnel in violation may be issued a DD Form 1408 (Armed Forces Traffic Ticket) or DD Form 1805 (United States District Court Violation Notice) from the Central Violations Bureau.

5.8 WIRELESS ELECTRONIC DEVICES: The contractor will not establish their own Information Technology (IT) systems or networks (Local Area Networks [LAN], Wide Area Network [WAN], Cellular phone/USB Modem as WAN, Wi-Fi as WAN, etc.), or camera system without the direct permission of the Program Manager governing communications and responsible information systems office (42d Communications Squadron).

5.9 FIREARMS AND AMMUNITION: Transporting weapons or ammunition, concealed or otherwise, IS NOT permitted by any non-law enforcement personnel on Maxwell AFB/Gunter Annex at any time regardless of state issued concealed weapons/LEOSA permits. Violations may result in criminal prosecution under the applicable federal laws.

5.10 ILLEGAL WEAPONS: The below weapons are considered illegal, unless specifically authorized by competent authority, and are prohibited on Maxwell AFB/Gunter Annex. Violations may result in criminal prosecution under the applicable federal laws.

- a. Switchblade knives or knives with any type of automatic blade release
- b. An incendiary/explosive weapon (e.g., grenades, flash bangs)
- c. Fireworks
- d. Homemade mortars, aka "tennis ball launchers" or similar

6.0 GOVERNMENT PERSONNEL

6.1 Contracting Officer (CO) - The CO is the only person authorized to approve changes in any of the requirements under the SOO and any provisions contained elsewhere in the contract. In the event the Contractor implements any such changes at the direction of any person other than the CO, the change is considered to have been made without authority.

6.2 Contracting Officer Representative (COR) – Technical Representative - The COR is a representative from the requiring activity and is appointed in writing by the Contracting Officer to monitor contract performance. The COR represents the Contracting Officer regarding all matters of a technical nature only and has no direct or implied authority to change the terms of the contract. The COR is the direct interface with Contractor personnel during the performance of this requirement.

6.3 Contract Facilitator (CF) -- The CF is a Government Employee or designated contractor assigned to interface with the contractor. The CF is authorized to provide technical direction within the scope of the contract. All technical direction shall be issued to the contractor via a Technical Directive (TD) countersigned by the Contracting Officer. The CFs for this contract are:

Mr. Ray Klinger
Phone: (334) 416-6152
501 East Moore Drive, Bldg. 884
Maxwell AFB-Gunter Annex, AL 36114

Mr. Brendan Crimi

Phone: (334) 416-5348
501 East Moore Drive, Bldg. 884
Maxwell AFB-Gunter Annex, AL 36114

Ms. Peggy Owens
Phone: (334) 416-5284
501 East Moore Drive, Bldg. 884
Maxwell AFB-Gunter Annex, AL 36114

6.3.1 The CF may assist the contractor in the interpretation of technical requirements and performance of the effort required. The CF shall have no authority to impose additional requirements or to change or delete existing requirements of the contract. Any clarification provided by the CF concerning the work to be performed shall not be construed as a change to the contract. Any changes to the original Scope of Work shall be in writing from the CO prior to work being performed.

6.4 Inspection and Acceptance: Inspection and acceptance of services will be performed at Maxwell AFB/Gunter Annex, by inspector, user, COR, and CF. Inspection and acceptance will be conducted in accordance with this SOW.

APPENDIX A

32 Code of Federal Regulations (C.F.R.) Part 989, *Environmental Impact Analysis Process (EIAP)*
Department of Defense (DoD) Military (MIL) Standard (STD) 3007F, 13 Dec 06, *Standard Practice for Unified Facilities Criteria and Unified Facilities Guide Specifications*
Air Force Handbook (AFH) 32-7084, 1 Mar 99, *AICUZ Program Manager's Guide*
Air Force Instruction (AFI) 14-205, 15 Jan 15, *Geospatial Information and Services (GI&S)*
AFI 32-10112, 19 Oct 07, *Installation Geospatial Information and Services (Installation GI&S)*
AFI 32-1021, 25 Feb 16, *Planning and Programming Military Construction (MILCON) Projects*
AFI 32-1022, 30 Dec 15, *Planning and Programming Nonappropriated Fund Facility Construction Projects*
AFI 32-1023, 19 Nov 15, *Designing and Constructing Military Construction Projects*
AFI 32-1024, 14 Jul 11, *Standard Facility Requirements*
AFI 32-1032, 24 Sep 15, *Planning and Programming Appropriated Funded Maintenance, Repair, and Construction Projects*
AFI 32-7001, 16 Apr 15, *Environmental Management*
AFI 32-7040, 04 Nov 14, *Air Quality Compliance and Resource Management*
AFI 32-7061, 12 Mar 03, *The Environmental Impact Analysis Process*
AFI 32-7062, 18 Dec 15, *Comprehensive Planning*
AFI 32-7063, 18 Dec 15, *Air Installations Compatible Use Zones Program*
AFI 32-7065, 19 Nov 14, *Cultural Resource Management*
AFI 32-7066, 26 Jan 15, *Environmental Baseline Surveys in Real Estate Property Transactions*
AFI 32-7070, 21 Apr 16, *Air Force Noise Program*
AFI 32-7091, 18 Mar 16, *Environmental Management Outside the United States*
Air Force Manual (AFMAN) 32-1084, 25 Feb 16, *Facility Requirements*
Military Handbook (Mil-HDBK)-1022A, 1 Nov 99, *Petroleum Fuel Facilities*
Unified Facilities Criteria (UFC) 3-120-10, 1 Jul 07, *Interior Design*
UFC 3-260-01, 17 Nov 08, *Airfield and Heliport Planning and Design*
UFC 3-400-01, 4 Aug 08, *Energy Conservation*
UFC 3-460-01, 17 Jun 15, *Design: Petroleum Fuel Facilities*
UFC 3-580-01, 1 Jun 16, *Telecommunications Building Cabling Systems Planning and Design*
UFC 3-600-01, 8 Aug 16, *Fire Protection Engineering for Facilities*
UFC 4-010-01, 1 Oct 13, *DoD Minimum Antiterrorism Standards for Buildings*
UFC 4-020-01, 11 Sep 08, *Security Engineering Facility Planning Manual*
UFC 4-020-02FA, 1 Mar 05, *Security Engineering: Concept Design*
UFC 4-020-03FA, 1 Mar 05, *Security Engineering: Final Design*
UFC 4-020-04FA, 1 Mar 05, *Security Engineering: Electronic Security Systems*
UFC 4-021-01, 1 Jan 10, *Design and O&M: Mass Notification Systems*
UFC 4-022-01, 25 May 05, *Security Engineering: Entry Control Facilities/Access Control Points*
Public Law 109-58, 8 Aug 05, *The Energy Policy Act of 2005*
Public Law 92-582, 27 Oct 72, *The Brooks Act: Federal Government Selection of Architects & Engineers*
American Society for Testing and Materials (ASTM) Publications as applicable
International Mechanical
Sheet Metal & Air Conditioning Contractors' National Association (SMACNA) Code
Environmental Protection Agency (EPA) Regulation, Clean Air Act Title VI 1990, Section 608 "Refrigerant Recycling Rule"
American National Standards Institute (ANSI)/Electronic Industries Alliance (EIA)/Telecommunications Industry Association (TIA) 568-C.0-3
American Society of Heating Refrigeration and Air Conditioning (ASHRAE) Guidelines
Alabama Department of Environmental Management (ADEM) State and Local Codes
National Electrical Code (NEC), current edition
Federal Aviation Administration (FAA) Regulation, Circulars, Guidance, and Standards
National Fire Protection Association (NFPA) Standard 241, "Standard for Safeguarding Construction, Alteration, and Demolition Operations," current edition
Maxwell Air Force Base (AFB) Safety and Traffic Regulations and Policies
Maxwell AFB Lead-Based Paint Protocol

APPENDIX B

Shaw	
CONTRACT#	FA8057-17-C-0002
WEB:	www.shawcontractgroup.com
POC:	Farrah Finley
PHONE:	(888) 393-2830 ext 2273
EMAIL:	airforce.customer@shawinc.com

J+J Flooring Group	
CONTRACT#	FA8057-17-C-0003
WEB:	jjflooringgroup.com
POC:	Kay Henderson
PHONE:	(800) 241-4586 ext 8389
EMAIL:	usaf@jjflooringgroup.com

Mohawk	
CONTRACT#	FA8057-17-C-0004
WEB:	www.mohawkgroup.com
POC:	Stacey Ridley
PHONE:	(706) 879-6582
EMAIL:	stacey_ridley@mohawkind.com

CMA-Milliken	
CONTRACT#	FA8057-17-C-0005
WEB:	www.cma-gsa.com
POC:	Paul Snyder, Betty King
PHONE:	(888) 669-9772
EMAIL:	airforcecarpetbpa@cma-purchasing.com

DIAGRAM 1: Floorplan

