STATEMENT OF WORK (SOW)

Repairing, Sanding and Finishing Wood Floor and Line Painting
For
DoDEA Pacific Korea District Schools

Osan Middle School, Daegu Elementary School, Seoul Elementary School and Seoul High School Locations

1.0 Scope of Work:

1.1 Contractor shall furnish all labor, material, equipment, transportation and supervision to Repairing, sanding, and finishing wood floor finish and line painting at: Osan MS Gym (Bldg 492, Osan Air Base, Korea), Daegu ES Gym and Stage (Bldg. 3000, Camp George, Daegu, Korea), Seoul ES Gym (Bldg. 7000, Yongsan Garrison, Seoul Korea) and Seoul HS Gym (Bldg. 3642, Yongsan Garrison, Seoul Korea).

2.0 Personnel:

2.1 Contract Manager: The contractor shall assign in writing, a Contract Manager and an alternate capable of reading, writing, speaking and understanding English. The Contract Manager shall perform Contractor Quality Control Inspection (QCI). The Contract Manager, or alternate, will represent the contractor’s firm in all contractual and quality related issues.
2.2 Operating Personnel: The contractor’s personnel shall possess a minimum of one-year technical expertise in the installation of this type of system.
2.3 Government Personnel: The District Superintendent’s office/DSO, also known as the “Government” shall provide a Quality Assurance Evaluator (QAE). This QAE will be the liaison between the Government and the Contractor in the performance of this contract. The Government QAE for this project will be Mr. Myong Son Yi, Korea District Facility Manager.

3.0 Safety Considerations:

3.1 Contractor will abide by current Korean and U.S. Government safety standards. The contractor is required to ensure that all employees receive briefings from the Contractor for on-the-job safety considerations and proper procedures to follow should a mishap occur.
3.2 The contractor shall comply and adhere to the applicable requirements set forth in the EM-385-1-1 found at http://www.usace.army.mil/CESO/Documents/EM385-1-1FINAL.pdf

4.0 Work & Materials Description:

4.1. The contractor shall verify all exact field measurements and remove all gum, and excess dirt prior to sanding. The contractor shall tape off and cover any in-floor outlet covers or equipment receiving covers prior to finish application. Contractor shall assure that all floor fixtures are operable once project is complete.
4.2 Each floor is to be sanded to bare wood using a minimum of four (4) cuts with the sanding machine-coarse, medium, and two fine until the surface is completely smooth. Additional cuts shall be required if the surface is not completely smooth. A diagonal cut shall be required if the floor is cupped. Contractor will obtain written approval from the government before applying the first finish coat. The government will inspect wood surface before first coat of finishing application.

4.3 Verification of Dimensions and Conditions: The Contractor shall visit the premises to become thoroughly familiar with details of the work and working conditions, field verify all dimensions and advise the Contracting Officer or COR of any discrepancies before starting.

Approximate Areas:

- Osan MS Gym 8,113 SF/754 SM
- Daegu ES Stage 454 SF/42 SM
- Daegu ES Gym 6,737 SF/626 SM
- Seoul ES Gym 5,119 SF/476 SM
- Seoul HS Gym 10,049 SF/934 SM

4.4 Quality Assurance: Finish floors shall have a warranty for a minimum of 12 months. Vendors are requested to provide a sample of manufacturer’s warranty with quote package.

4.5 Finishing: After sanding, sweep the floor or vacuum until surface and cracks are free of sanding dust. Prepare surface per product manufacture recommendations. Adequate ventilation is needed for proper curing of sealing and finishes. Apply finish following the manufacturer’s recommendations. Turn off all air-circulating systems until the finish has dried (dust settling on the finish will mar the surface).

4.6 Paint: Paint to be compatible with sealer and finish. Colors and Fonts must be approved by the government prior to applications. Allow floor finish to cure a minimum of 72 hours after application of coat.
   a. Lay out the court with masking tape as required and apply the paint.
   b. To ensure crisp lines allow paint to dry for 2 hours before pulling up the tape.
   c. Allow the line to dry for a minimum of 24 hours before abrading the lines lightly with a screen.
   d. Basketball, Volleyball, Badminton, lines are required. Line dimensions and sizes will comply with National Federation of State High School Association. Seoul HS, Seoul ES and Daegu ES will have the same lines and courts as currently present. The contractor shall document the lines and locations to ensure reapplication in the same place. Lines for Osan MS shall follow the attached sketch. (Reference Technical Exhibit 1)
   e. Draw and paint the School Logo in center of each Gym as is currently present. Paint the logo in the center of Osan MS per the attached picture. (Reference Technical Exhibit 2)

4.7 The off gassing of the volatile solvent in the area of the new floor finishes during application and curing could produce odors that could cause discomfort to the building occupants in the areas adjacent to the gymnasium.
   a. The Contractor shall develop a government approved written work plan outlining the activities to isolate the gymnasium area and mechanical systems from the portion of the building that will remain occupied during the construction time frame.
b. The contractor shall work around the bleachers in the retracted position. (Do not detach and move the existing platform.)
c. The contractor shall protect the existing bleachers at all times during construction.
d. The contractor shall clean behind the existing bleachers prior to completion of the project and all re-finished areas shall be cleaned at the end of the preliminary drying time.
e. The contractor shall be responsible for all clean up and remove all dust to include air handling filter replacement to the satisfaction of the Project manager.

4.8 Disposal of any and all waste and debris generated as a result of this project shall be properly disposed of off base in accordance with federal and local laws and regulations.

5.0 Submittals:

5.1 The contractor shall provide submittals in the form of manufacturer’s data, certificates of compliance, and samples for all items provided and installed. The Contractor will not be permitted to perform any work on site without approved submittals. All submittals shall be provided in English.
5.2 Manufacturers Warranty: The Contractor shall identify all items being installed that are covered by a manufacturer’s guarantee or warranty and provide validated copies of such. The identification shall list the name of the company and the expiration date of the guarantee or warranty.
5.3 Product Data: Manufacturer’s operation and maintenance instructions for all new materials being installed.
5.4 Material Safety Data Sheets: Provide copies of material safety data sheets for all products used.
5.5 Work Plan: Provide a work plan outlining the activities to isolate the gymnasium area and mechanical systems from the portion of the building that will remain occupied during the construction time frame.
5.6 Safety Plan: Provide site specific safety plan.

6.0 Warranty:

The Contractor shall identify all items being installed that are guaranteed or under warranty for more than a one-year period, and provide validated copies of the manufacturer’s warranty. All warranty information shall be filed by the Contractor in the Government’s name. All warranties shall be identified by product with a listing of the name and address of the company and the expiration date of the guarantee or warranty.

7.0 Government Furnished Materials (GFM):

The Government will provide the basic utilities, such as water and electricity, in order for the contractor to successfully execute this contract. Government will also provide restrooms for contractor personnel to use at the worksite. No GFM other than those identified herein shall be provided by the Government.
8.0 Contractor Furnished Materials (CFM):

The contractor shall supply all materials, equipment, and other related items that are necessary to successfully execute this contract.

9.0 Performance Period:

9.1 This contract shall be executed from 15 July 2013 through 16 August 2013. *(The proposed work schedule is provided below.)*

**Schedule for Gym floor Refinishing**

- 15 July – 27 July 2013: Osan Middle School
- 29 July – 02 Aug 2013: Seoul Elementary School
- 05 Aug – 09 Aug 2013: Seoul Middle School
- 12 Aug – 16 Aug 2013: Daegu Elementary School

9.2 Hours of operation: Normal work hours are from 0700 – 1700 Mondays through Friday. Hours required beyond these normal hours shall be coordinated with the QAE and must first be approved by the QAE before commencement.

9.3 The contractor shall provide to the QAE a written estimate of workday hours not later than 2 days prior to the project start date.

10.0 Access to Facilities:

Access to the facilities shall be coordinated with the QAE. Should keys be issued to the contractor, the following requirements shall be established:

10.1 Contractor shall not allow person(s) access to facilities’ keys that is not DIRECTLY involved with performance of this contract.

10.2 Contractor shall ensure that no person(s) are allowed access to work areas unless DIRECTLY involved in contract performance.

10.3 If keys are lost, the contractor is required to immediately contact the QAE. If the QAE is not available, the contractor shall contact any administrative staff member of respective school. The Government reserves the right to replace keys and perform re-key operations, as well as, deduct the cost of key replacement from contract price.

11.0 Work Site Clean-Up:

When all work is completed, the contractor shall ensure that the actual work area, including those areas immediately surrounding the work area are free from debris generated in conjunction with the performance of this Statement of Work. The contractor shall ensure the work area at each location is restored to its original state.
12.0 Final Inspection:

Once the contractor determines that all requirements of the SOW have been completed, the QAE shall be contacted to perform the final inspection. The QAE will determine if work is accomplished in accordance with this SOW. The QAE will inform the contractor of any discrepancies found during the Final Inspection, or if work is satisfactory. Any deficiencies noted by the Government, shall be corrected by the contractor prior to final acceptance.
School 1030
* 3 Volleyball Lines
* 4 Badminton Lines
* Add at most 300ft lines

Design Middle School Gym Floor Plan