STATEMENT OF WORK
FOR BASKETBALL COURT RESURFACING

BASKETBALL COURT RESURFACING
TO MEET INTERNATIONAL BUILDING AND SAFETY CODES
GENERAL CONSTRUCTION SERVICES
U. S. CONSULATE GENERAL
ERBIL, IRAQ

20 MARCH 2018
TABLE OF CONTENTS

1.0 Project Description ........................................................................................................3
2.0 General Conditions ..........................................................................................................3
3.0 Bid Form ..........................................................................................................................5
4.0 Scope of Work ....................................................................................................................6
5.0 Closeout ..........................................................................................................................13
6.0 Safety .............................................................................................................................13
7.0 Project Schedule ..............................................................................................................14
8.0 Responsibilities and Project Management ......................................................................14
1.0 PROJECT DESCRIPTION

A. PROJECT SYNOPSIS

The project is described as Resurfacing of Basketball Court at the U. S. Consulate General, Erbil, Iraq. The Contractor should furnish all necessary materials, labor, transportation, equipment, investigation and supervision, etc. Work will performed under a fixed-price contract.

B. BACKGROUND

At present the basketball court does not meet U. S. fire, life safety, or security standards. The court must be resurfaced to address safety concerns.

C. SOLUTION

Improve life safety conditions by resurfacing the basketball court with proper materials and coatings.

2.0 GENERAL CONDITIONS

A. Fixed-Price Proposal. The Contractor shall provide one fixed-priced Proposal for the complete Project that includes every aspect of the Work.

B. Specifications. The Work shall be governed by the U. S. Consulate General, Erbil, Iraq. International Codes to include the National Fire Prevention Association (NFPA), International Building Code, International Mechanical Code, International Plumbing Code, and the National Electric Code (NEC). Should there be a discrepancy between the U. S. Consulate General Specifications and the applicable Building Code, the more stringent of the two shall govern.

The Contractor is responsible for compliance with all Building Codes; Work not in compliance with the Codes shall be deemed to be unacceptable.

C. Execution. The Work shall be executed in a diligent and workmanlike manner in accordance with the negotiated fixed-price, this Scope of Work, the Project Schedule, International Building Codes, and the laws of the City of Erbil where applicable.

D. Work Hours. Unless otherwise agreed with the COR, the Work shall be executed during normal Consulate work hours. Night, weekend or holiday work shall not be permitted except as arranged in advance with the COR. U. S. Consulate General holiday schedule is available from the COR.

E. Safety. The Contractor shall be responsible for conducting the work in a manner that ensures the safety of residents, employees and visitors to the compound, and the Contractor's employees. Regular safety meetings shall be held among on-site contractor personnel, and safety concerns shall immediately be brought to the attention of the Post Safety and Health Officer (POSHO) and the Contracting Officers Representative (COR).

F. Workforce. The contractor shall provide all supervision, skilled and unskilled labor needed to perform the work. The contractor shall comply with the U. S. Consulate General security policy by providing approved escorts. Contractor provided escorts shall be in quantity sufficient to comply with RSO escort ratios for number of workers on the project. The contractor shall prepare requests for the RSO for vetting of employees to get escort badges. The Contractor or government
may request for workers to be badged for unescorted U. S. Consulate General access by going through the RSO vetting process. Fully completed vetting forms shall be submitted no later than 14 calendar days from the date of the award. Badges will be returned to the COR upon completion of the project.

G. **Subcontractors.** Contractor shall be responsible for the conduct and workmanship of Subcontractors engaged in the Project, and for Subcontractors compliance with the terms of this Statement of Work. The Contractor is responsible for the behavior and workmanship of Subcontractors while on Consulate property.

H. **Modification to Contract.** The Contractor shall not incur any costs beyond those described in this SOW unless directed otherwise in writing by the Contracting Officer. Any work performed by the Contractor beyond this SOW without written direction from the Contracting Officer will be at the Contractor’s own risk and at no cost to the Consulate.

I. **Stop Work.** At any time during the Project, the Contracting Officer reserves the right to Stop Work for protection of employees or visitors, security, or any other reason at his/her discretion.

J. **Submittals.** The contractor is responsible to submit shop drawings prior to fabrication and release of any materials for the Facility Manager and COR Review and approval. The review, however, does not relieve the contractor of responsibility to engineer the work to provide a complete working system.

K. **Excavation and Utilities.** The contractor is responsible to locate all existing utility lines prior to any excavation. Prior to disconnecting any existing utility services, the contractor is responsible to provide 48-hour advance notice to the COR so an outage can be mutually scheduled.

L. **Close-out.** Prior to final acceptance, the contractor is to submit to the COR marked up drawings (As-Built) reflecting the work as constructed. The drawings shall be digitally submitted on a CD-ROM in both AutoCAD and PDF format and provide one hard copy size A3.

M. **Housekeeping.** The contractor is responsible to clean up daily before departing the Consulate Compound. At the completion of the work, the Contractor shall clean any impacted areas to a condition equal to original condition. Contractor tools and equipment will be secured when not in use.
### 3.0 BID FORM

**Repair and replace (make ready) of S-49 at U. S. Consulate General Erbil, Iraq**

<table>
<thead>
<tr>
<th>No</th>
<th>Description</th>
<th>Unit</th>
<th>Qty</th>
<th>Unit Price ID</th>
<th>Total Price ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Administration</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Mobilization / Demobilization</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Submittals - product data and shop drawings</td>
<td>LS</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>Administration</td>
<td>Sub-Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Construction Work</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Architectural</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>B</td>
<td>Mechanical-Plumbing</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C</td>
<td>Electrical</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E</td>
<td>Close-out</td>
<td>LS</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Construction</td>
<td>Sub-Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>DBA Insurance</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Contractor shall cover each of its workers at the site with DBA Workers’ Compensation coverage, and require its subcontractors to do the same. Contractor must furnish certificate evidencing this coverage to the COR prior to starting work.</td>
<td>LS</td>
<td></td>
<td></td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>DBA Insurance</td>
<td>Sub-Total</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Items 1 thru 3</td>
<td>G and A</td>
<td>Sub-Total</td>
<td>Profit</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Basic Bid</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>A</td>
<td>Bid</td>
<td>Contract Cost</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**NOTE:** LIST ANY ASSUMPTIONS IN COST ESTIMATE IN WRITING FOR CONSIDERATION UNDER THE BID PROPOSAL REVIEW. ALL REQUESTS FOR INFORMATION MUST BE PROVIDED IN WRITING AND SUBMITTED TO ERBIL GSO CONTRACTING OFFICER PRIOR TO PROPOSAL DEADLINE DATE AS STATED IN THE ADVERTISED ANNOUNCEMENT.
4.0 SCOPE OF WORK
Resurface basketball court. The contractor shall provide all materials, tools and equipment, labor, transportation and supervision and ensure the work is completed safely and properly.

A. General Requirements

1. Within 14 days of award fully completed vetting forms shall be submitted to the COR.

2. Within 3 days of Notice to Proceed (NTP), the contractor shall provide the COR a project schedule showing start to completion dates including significant milestones.

3. Within 3 days of NTP, the Contractor shall provide the COR with details of the proposed installation utilizing written description or sketches or both.

4. The contractor is responsible to properly remove and dispose of all debris related to their work, including, but not limited to electrical, mechanical, sanitary accessories, soils, rock excavation, packing materials, scrap steel, uninstalled materials and/or environmental waste.

5. The contractor is responsible to properly layout and prepare for the work based on locations provided by the COR, or Facility Manager, if the COR is unavailable.

6. When pursuing the work, the contractor is to take extra care not to damage existing structures. Contractor is responsible to repair any damage caused as the result of their work at no cost to the U.S. Government.

7. When pursuing the work, the contractor is to implement safety measures to protect from damaging existing structures not designated as part of scope of work. The limits of construction will be clearly identified and marked to deter unauthorized personnel access.

8. All work shall be according to attached drawings and specifications, Codes (listed below), OBO program office, OPS/SHEM requirements. If there is a conflict between codes, drawings or specifications the more stringent will apply.

9. Storage of "Useful" and uninstalled materials will be in a location as directed by the COR.

10. Contractor is responsible to field verify measurements.

11. Contractor will provide samples, catalog cut sheets, and paint colors etc. of all products prior to installation or use for COR approval.

12. At completion of work, the Contractor shall clean any impacted areas to a condition equal to original condition.

13. Contractor will warranty all construction work for a minimum of one (1) year and provide manufacturer warranties and equipment manuals for all equipment installed to the COR.

14. All construction work will be in conformance with the following Codes:
g. National Fire Protection Association (NFPA)
h. ICC/ANSI A117.1-98 Accessible and Usable Buildings and Facilities
i. NECA 90 Recommended Practice for Commissioning Building Electrical Systems (ANSI)
j. NECA 1-2010 Standard Practice of Good Workmanship in Electrical Construction (ANSI)
k. IEEE C2-2012 National Electrical Safety Code (NESC)
l. EM 385-1-1 U.S. Army Corp of Engineers Safety and Health Requirements
n. ACI American Concrete Institute.
o. AASHTO M 147 American Association of State Highway and Transportation Officials.
p. AISC American Institute of Steel Construction.
q. Occupational, Safety and Health Act (OSHA)
u. AASHTO American Association of State Highway and Transportation Officials, current edition

B. Work Requirements:
Contractor shall provide complete design and construction services, to include all coordination, supervision, and management necessary to meet the requirements of this contract.

The Main Work items are:
1. Prepare concrete surface.
2. Apply asphalt layer.
3. Apply resin filler, top coating and line marking paint.

The Main Work items are:

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Unit</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Demolition Work</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>2</td>
<td>Asphalt Work</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>3</td>
<td>Painting Work</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
1. Demolition Work

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Unit</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.1</td>
<td>Demolition and Site Preparation Work</td>
<td>LS</td>
<td>-</td>
</tr>
<tr>
<td>1.1.a</td>
<td>Basketball Court: Demolish and prepare site for new work: 1. Grind existing concrete surface to prepare it for asphalt layer. 2. Remove all debris from site.</td>
<td>LS</td>
<td>-</td>
</tr>
</tbody>
</table>

2. Asphalt Work

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Unit</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>2.1</td>
<td>Asphalt Work: All procedures and materials under this section, where not specifically stated, shall be in accordance with standards and recommendations of the AASHTO American Association of State Highway and Transportation Officials, current edition, IBC, OBO program office and OPS/SHEM requirements. Aggregate Size: Basketball Court Surface shall be a hot plant mix having a maximum aggregate size of 3/8 inch, a minimum aggregate size of ½ inch and meeting the following graduation requirements: Screen % Passing  1. ½ 100  2. 3/8 90-100  3. #4 55-85  4. #8 32-67  5. #50 7-23  6. #200 2-10 Aggregate type: Crushed stone, gravel, shale, limestone, etc. Foreign materials, i.e. pyrite, clay ferrous compounds, dirt and organic material are not acceptable. Voids content: Minimums as specified by the Department of Transportation, but in no case shall void content exceed 7.0%. Liquid Asphalt Bitumen: Minimum 5.5% by weight.</td>
<td>Note</td>
<td></td>
</tr>
<tr>
<td>2.2</td>
<td>Prepare Pavement Sub-grad:  1. After grinding concrete down to remove top surface acid etch surface with either muriatic acid or phosphoric acid. This will neutralize the alkalotic properties of the concrete and allow the acrylic paint to more readily stick.  2. New pavements must be properly cured and pass the “no water break” test before application of acrylic coatings. Cast one or two gallons of clean water from a suitable clean container (such as a 5 gallon pail) out on the surface. The water should sheet out and wet the surface uniformly without ribboning, crawling, or showing oil</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
rings. (Comparable to water on very clean glass vs. dirty or greasy glass.) If the clean water does not wet the surface uniformly, the asphalt is not ready for coating and should age longer.

- New pavements will have a pitch of 0.83%-1%, and be flat on a plane, side to side or end to end.
- No recycled material or products are allowed. All materials must be virgin product.

<table>
<thead>
<tr>
<th>2.3</th>
<th><strong>Asphalt works:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Remove any deleterious materials before proceeding with placement of base course. The asphalt material is the finished product. Because of this, the asphalt needs to be placed with the utmost care and professionalism. The asphalt base provides a firm and smooth playing surface for basketball players. It is very important that this material be placed at a very consistent depth in its installation and that the material does not cool down prior to its placement.</td>
</tr>
</tbody>
</table>

**Installation Specifications.**
A. The surface of the asphalt material should be level within 1/16” with use of a 10’ straight edge.
B. The asphalt material should be laid in 12’ (300mm) wide strips.
   - The asphalt seams must run in the same direction as the pitch.
   - The asphalt may be placed in one or two lifts.
   - A total asphalt thickness of 90mm will be placed with two lifts of 50mm and 40mm. The first layer should be watered, to help locate and repair any standing water that may exist prior to the second layer installation.
C. Upon installation of the asphalt roll the asphalt with a minimum 8 ton roller and no roller ridges should be seen upon completion.

**PRIME COAT**
1. Application
   a. Apply 0.25 – 0.28 gallon / square yard to the completed and accepted base course after receiving approval from the COR.
   b. The prime shall only be applied when the base course is only slightly damp, and when temperature of the air in the shade is 55 degrees F or above.
   c. In places where the distributor bars cannot reach, it will be necessary to apply the prime coat with a hand sprayer attached to the distributor by a hose.
   d. Protect adjacent existing surfaces from overspray during the application of prime coat. Promptly remove any overspray without damaging underlying surface.
   e. Curing: After applying the prime coat, it must cure for a minimum of 48-72 hours before asphalt is placed, with no rain in the forecast.

** ASPHALTIC CONCRETE:**
1. Mixing & Transportation of Bituminous Mixture:
a. Plant mix bituminous mixture to comply with specified requirements.
b. Transport bituminous mixture in trucks having clean, tight beds that have been minimally coated with a concentrated solution of hydrated lime and water to prevent adhesion. Each load shall be covered to protect from weather and prevent loss of heat.
c. Mixture shall be deliver to the spreader at a temperature between 250 degrees F and 325 degrees F. Mixture shall not be placed once the temperature of the mix falls below 250 degrees F.
d. Loads that are below minimum temperature, that have crust of cold, unworkable material, or that have been wet excessively by rain will be rejected.
e. Hauling over freshly laid material will not be permitted.

2. Machine Spreading

a. Clean underlying course of foreign or objectionable matter with blowers or brooms prior to placing asphaltic concrete.
b. Temperature range of the mixture at time of spreading shall be between 275 degrees F and 300 degrees F, depending on ambient temperature.
c. Place mixture in consecutive adjacent strips not less than 10’ wide unless otherwise approved.
d. Place mixture in small or inaccessible areas by hand.
e. Place each course to the required grade, cross section and compacted thickness.
f. In areas where asphalt does not abut a fixed curb, pave beyond the required dimension no less than 6” such that the asphalt will be full thickness at final dimension when saw-cut.

3. Compaction

a. Begin rolling as soon as placement of mixture will bear rollers without excessive displacement.
b. Accomplish initial rolling immediately following rolling of joints and outside edges.
Check surface after initial rolling and repair displaced areas by loosening and filling, if required, with hot material.
c. Follow initial rolling as soon as possible and while mixture is still hot. Continue second rolling until mixture has been thoroughly compacted.
d. Perform finish rolling while mixture is still warm enough for removal of roller marks. Continue rolling until roller marks are eliminated and course has attained maximum density.
e. Compact mixture with hot hand tampers or vibrating plate compactors in areas inaccessible to rollers.
f. Remove and replace paving areas mixed with foreign materials and defective areas. Cut out such areas and fill with fresh, hot asphaltic concrete. Compact by rolling to maximum surface density and smoothness while maintaining required line and grade.
g. After final rolling, do not permit traffic on pavement until it has cooled and hardened.

4. Tolerances
   a. Finished grade of asphaltic concrete shall be within 0.03 feet of indicated finish grade.
   b. Finished surface shall not vary more than 1/8-inch when tested with a 10-foot straightedge.
   c. Finished thickness shall not vary more than ¼-inch from the required thickness at any point and average thickness of depth measurements shall be at least the thickness indicated.
   d. Finished surface shall be uniform in appearance and texture over the entire surfacing, including joints. The entire surface shall be free of evidence of segregation, honeycombs, and back scattering.
   e. Areas not meeting the above requirements will be rejected until corrected by the Contractor.

3. Painting Work

<table>
<thead>
<tr>
<th>No.</th>
<th>Item Description</th>
<th>Unit</th>
<th>Qty</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1</td>
<td><strong>Painting Work</strong></td>
<td>Note</td>
<td></td>
</tr>
</tbody>
</table>

New pavements shall be allowed to cure and pass the “no water break” test before application of coatings. All surfaces specified to be painted shall be clean, dry and free of all dirt, grit, grease, mold, mildew, foreign substances and all loose, peeling, blistering, chalking or scaling paint. Color will be specified by the COR. Paint shall be supplied to site in sealed container. Paint must meet IBC standards, be low VOC and be approved for use, by the COR, prior to application. Site mixing shall not be permitted. The Contractor rates shall include for supply of all materials, workmanship, samples, primers, surface preparation, protection of painted surfaces, repair of all damaged surfaces at the contractor's expense, and all other requirements.

- Surface of asphalt must have had a minimum of fourteen days to cure, to be free of light oils and must present a water break-free surface prior to coating/paint application.
- Prior to application of color finish system, the courts will be flooded with water and allowed to drain for one (1) hour. Then, if remaining water covers a five-cent piece, that area must be patched and leveled in accordance with recommendations by the manufacturer of the color finish system specified.
- Acrylic coating system will be Sportmaster Neutral Skatemaster, Colorplus Neutral Concentrate, Acrylic Resurfacer with or without sand, Acrylic Patch Binder, Acrylic Crack Patch, Stripe Rite, Sportwax Clear Coat, or equivalent.
- Do not apply asphalt court surface color coating system when air or surface temperatures are below 50 degrees F during application or within 24 hours after application.
- Do not apply asphalt court surface color coating system when rain is expected during application or within 24 hours after application.
- No spraying will be allowed.
- Protect adjacent surfaces and landscaping from contact with asphalt court surface color coating system.
- Allow a minimum of 24 hours curing time before opening court for play.
- Apply line markings primer, after masking tape has been laid, to seal voids between masking tape and court surface to prevent bleed-under when line paint is applied.
- All coatings materials shall be provided by the same manufacturer as a color coating system.
- Coating materials shall be pure acrylic, containing no asphaltic or tar emulsions, nor vinyl, alkyd or non-acrylic resins.
- All lines are to be two (2) inches thick.
- Sand: Washed, dry silica sand free of dust, trash, clay, organic materials or other contaminants. Gradation: To have an American Foundry Society grain fineness number that is no less than seventy (70) and no greater than one hundred (100) when tested in accordance with ASTM C 136 for color coat and not less than fifty (50) or greater than one hundred (100) for Acrylic Resurfacer.

3.2

- Prior to application of color finish system, the courts will be flooded with water and allowed to drain for one (1) hour. Then, if remaining water covers a five-cent piece, and is deeper than 1/16 inch, that area must be patched and leveled in accordance with recommendations by the manufacturer of the color finish system specified. Repeat as needed until surface is level.
- Remove existing joint filler material from cracks or joints.
- Repair cracks, depressions, and surface defects in accordance with manufacturer’s instructions before application of filler course and color coating. Patches must be thoroughly cured at least 24 hours. If shrinkage cracks occur during the curing process apply another coat of patch mix.
- Cracks less than one-quarter (1/4) inch in width shall be filled with acrylic crack sealant.
- Cracks greater than one-quarter (1/4) inch in width shall be filled with an acrylic patch binder or crack patch.
- Repairs must be flush and smooth with adjoining surfaces.
- Clean court surface of all dust, dirt, debris and all loose materials prior to applying coatings.
- Apply a minimum of two (2) coatings of acrylic resurfacer with sand. Scrape all rough spots and ridges before applying next coat.
Follow manufacturer's instructions on yield calculations and drying times between applications. Apply resurfacer with a soft squeegee to fill in the porous aggregate of asphalt and provide a uniform sand paper finish ideal for color coating applications.

- Apply the first coat perpendicular to the court and the second coat parallel to the court on the playing surface.
- Apply two (2) coats of acrylic color with sand per manufacturer’s specifications. Apply extra coat on the keys.
- Apply new line paint, as identified in Attachment – Basketball Court Line Painting.

5.0 CLOSEOUT

Prior to final acceptance, the contractor is to submit to the COR marked up drawings (As-Built) reflecting the work as constructed. The drawings shall be digitally submitted on a CD-ROM in both AutoCAD and PDF format and provide one hard copy size A3.

6.0 SAFETY (FAR 52.236-13 Accident Prevention)

A. The Contractor shall provide and maintain work environments and procedures which will:
   (a) Safeguard the public and Government personnel, property, materials, supplies, and equipment exposed to Contractor operations and activities.
   (b) Avoid interruptions of Government operations and delays in project completion dates.
   (c) Control costs in the performance of this contract.

B. For these purposes on contracts for construction or dismantling, demolition, or removal of improvements, the Contractor shall:
   (a) Provide appropriate safety barricades, signs, and signal lights.
   (b) Comply with the standards issued by the Secretary of Labor at 29 CFR part 1926 and 29 CFR part 1910.
   (c) Ensure that any additional measures the Contracting Officer determines to be reasonably necessary for the purposes are taken.

C. Contractor shall comply with all pertinent provisions of the latest version of U. S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1, in effect on the date of the solicitation

D. Whenever the Contracting Officer becomes aware of any noncompliance with these requirements or any condition which poses a serious or imminent danger to the health or safety of the public or Government personnel, the Contracting Officer shall notify the Contractor orally, with written confirmation, and request immediate initiation of corrective action. This notice, when delivered to the Contractor or the Contractor’s representative at the work site, shall be deemed sufficient notice of the noncompliance and that corrective action is required. After receiving the notice, the Contractor shall immediately take corrective action. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. The Contractor shall not be entitled to any
equitable adjustment of the contract price or extension of the performance schedule on any stop work order issued under this clause.

7.0 PROJECT SCHEDULE

A. Approximate dates of pre-award activities

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date from Notice to Proceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Bid Site Survey</td>
<td>o/a</td>
</tr>
<tr>
<td>Bids Due</td>
<td>o/a</td>
</tr>
<tr>
<td>Contract Award</td>
<td>o/a</td>
</tr>
<tr>
<td>Notice to Precede (NTP)</td>
<td>o/a</td>
</tr>
</tbody>
</table>

B. Construction Milestones, from Notice to Proceed

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date from Notice to Proceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Notice to Proceed (NTP)</td>
<td>2 days</td>
</tr>
<tr>
<td>Project Schedule</td>
<td>1</td>
</tr>
<tr>
<td>Project Design Notes / Sketches</td>
<td>2</td>
</tr>
<tr>
<td>FAC Review</td>
<td>2</td>
</tr>
<tr>
<td>Procurement, Shipping</td>
<td>2</td>
</tr>
<tr>
<td>Fabrication</td>
<td>2</td>
</tr>
<tr>
<td>Construction Completion</td>
<td>45</td>
</tr>
<tr>
<td>Project Acceptance</td>
<td>45</td>
</tr>
</tbody>
</table>

C. Deliverables

<table>
<thead>
<tr>
<th>Deliverable</th>
<th>Date from Notice to Proceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Completed Vetting Packages</td>
<td>14 days</td>
</tr>
<tr>
<td>Construction Schedule</td>
<td>2 days</td>
</tr>
<tr>
<td>Project Design Notes / Sketches</td>
<td>2</td>
</tr>
<tr>
<td>Submittals for Major Equipment</td>
<td>2</td>
</tr>
<tr>
<td>Manufacturer’s Literature</td>
<td>45</td>
</tr>
<tr>
<td>As-Built, Warranties</td>
<td>45</td>
</tr>
</tbody>
</table>

D. Commencement, Prosecution, and Completion of Work

The Contractor shall be required to (a) commence work under this contract within one (2) calendar days after the date the Contractor receives the Notice to Proceed, (b) prosecute the work diligently, and (c) complete the entire work ready for use “Completion Date Including punch list” not later than (80) calendar days after NTP. The time stated for completion shall include final cleanup of the premises.

8.0 RESPONSIBILITIES AND PROJECT MANAGEMENT

A. COR. A Contracting Officers Representative (COR) will be assigned to ensure quality assurance goals are met. The Contractor shall provide the COR access to the site at all times.
B. **Point of Contact.** The COR shall be the main point of contact for this Project. The Contractor shall report to the COR on (a) status of the Project, (b) changes in Schedule, (c) accidents and safety issues, (d) disruptions to utility services; and all other important information pertaining to the Project.

C. **English Speaking Representative.** The Contractor shall provide an English-speaking representative on-site during all working hours with the authority to make all decisions on behalf of the Contractor and subcontractors.

D. **Management Personnel.** The Contractor shall staff the site, full-time, with a competent senior manager who shall perform project management. Remote project management is not an option. This individual shall keep a detailed written history of the project and shall update the Government daily.

E. **Site Security.** The Contractor is responsible for on-site security as necessary to ensure no unauthorized access to their work sites. The Contractor is 100% responsible for securing their working materials and equipment. Any damage to facilities or infrastructure, which happens due to a lack of security, will be the responsibility of the Contractor to correct.

F. **Contractor’s Temporary Work Center.** The Contractor will be permitted to use a designated area within the contract limits for operation of his construction equipment and office if warranted. If directed by the Contracting Officer, the Contractor shall not receive additional compensation to relocate his operations. The Contractor is responsible for obtaining any required additional mobilization area above that designated. On completion of the contract, all facilities shall be removed from the mobilization area within 5 days of final acceptance by the Contractor and shall be disposed of in accordance with applicable host government laws and regulations. The site shall be cleared of construction debris and other materials and the area restored to its final grade. The Contractor is responsible for maintaining this area in a clear orderly manner.

G. **Health and Safety.** The Contractor shall be solely responsible for risk assessments, managing health, and safety issues associated with this project. The Contractor must provide cold water to all workers at the job sites. Based on hazard assessments, Contractors shall provide or afford each affected employee personal protective equipment (PPE) that will protect the employee from hazards. At a minimum PPE shall consist of eye protection, hard hats, and closed toe shoes. If the workers arrive on-site with sandals or athletic shoes, the Contractor is expected to provide rubber boots to them or send them home. All construction workers and management personnel must wear hard hats at all times on the construction sites. Contractor provided rubber boots and rubber gloves shall be worn when working around concrete placement. Other PPE such as gloves, dust masks, air respirators (sewage work) are also recommended. These items must be provided at the Contractor’s expense. Workers may use discretion if they feel unsafe in using the equipment in a hostile environment. Any worker at an elevated location above 4 meters, with the exception of a portable ladder, must be provided and utilize a safety harness.

H. **Progress Payments.** If the contract awardee expects to receive more than one (1) progress payment, the contractor must submit a broken out cost proposal with a schedule of values in order to properly calculate the percentage of contract completion.
I. Vendor License, Registration and Experience: the vendor must be licensed and registered to conduct business in the Kurdistan region, in accordance with all local laws and requirements. Vendor shall submit copy of current registration documents with proposal. The vendor shall be an ongoing business specializing in the supply and installation of furniture, with minimum five years of regional experience. Proposal shall include documentation demonstrating conformance with this requirement. The vendor shall have an established local or regional presence, with a permanent location containing examples of the proposed construction. Proposal shall include address, hours of operation, phone number, and email address. Proposal shall include detailed descriptions. Proposal shall be in English language. Failure to include these documents with the proposal will disqualify the vendor from consideration for this work.