



**STATEMENT OF WORK
REPLACE DISHWASHER
FCC TUCSON- B&F PROJECT # 23Z6AJ6**

1. SPECIFICATIONS:

A. INTRODUCTION

The Federal Bureau of Prisons (FBOP), Federal Correctional Complex in Tucson, Arizona intends to make a single award to a responsible entity to provide all necessary equipment, labor, materials, and incidentals to replace a Dishwasher located at FCI Tucson 8901 S Wilmot Rd. Tucson, AZ 85756. The contractor is responsible to remove the existing dishwasher and install a new dishwasher in place of the current one. The current make is a Stero company and model # STPCW-25D.

All equipment specified in this statement must be brand name or an equal product. Should your firm choose to submit an equal product, you must submit all technical specification of the equal product to be analyzed and a technical determination issued with acceptance/non-acceptance. The government retains the right to determine technical acceptance for all submitted equal products.

B. SCOPE OF WORK

The contractor shall be responsible for removing and replacing the existing Stero company dishwasher located in the FCI food service department, with a Stero dishwasher model #STPCW-ER 3 tank or approved equivalent. Installation of new dishwasher may require adjustment or alteration to existing electrical connection and exhaust ductwork. Dishwasher must be installed per manufactures' specification.

1. Three-tank, (power scrapper, power wash, power rinse sections), 31x20" tunnel opening, variable speed 31" W conveyor belt (0 - 9.2 fpm), Auto Fill, Kit 55 (pressure reducing valve, shock arrestor, and pressure gauge in final rinse), cold water AquaStat, door safety switches, top-mount control panel, auto shut-down, common plumbing connection (including drain), final rinse saver, (2) stainless steel vent cowls (ducts to ceiling by others), welded stainless steel frame.
2. Digital controls with machine diagnostics
3. Low temperature alert
4. Automatic tank fill
5. Start and stop switches at both ends recessed
6. Door open indicator
7. Drains open indicator
8. Hinged lockable cabinets-style doors
9. Capless auto clean wash arms
10. Easy to remove stainless steel scrap pans and baskets
11. Dual rinse system
12. Auto clean
13. Heat energy recovery
14. Front and rear panels
15. Electric booster heater
16. Blower dryer, electric
17. 208V/60/3ph electrical requirement
18. Needs Maximum Security Package: Security screws with tool and bit, lockable control box, locking doors, lockable control cover, mesh covered gauges, non-removable curtain rods and perforated stainless steel under grid. Backside of machine should have the same lockable style doors as are on the rest of the machine to cover the motors and switches on the back, lower portion, of the machine.
19. Exhaust hoods need to connect to existing roof penetrations



FCI Tucson staff will ensure a representative is present to allow access to all areas requested by the Contractor. It shall be the Contractors responsibility to obtain all measurements and manufactures installation recommendations.

The FBOP will occupy the site during the entire construction period. Contractor shall perform the work so as to not interfere with the FBOP's operations as minimal as possible.

The Contractor shall be responsible to remove all debris and waste materials from the job site at FCI Tucson upon conclusion and acceptance of the project. Any equipment and materials demolished and removed from this project become the property of the contractor and are the contractor's sole responsibility for disposal. Contractor must provide receipts of all materials and equipment that are recycled or sent to a land field for disposal to ensure proper disposal in accordance with all Federal, State, and local laws. The Contractor is also responsible to conduct all structural repairs, patch walls, paint, repair ceiling etc., associated with the dishwasher instillation.

C. CONTRACTOR RESPONSIBILITIES

1. Contractor shall be responsible for the procurement and delivery of all equipment, project management, and labor. The Government will not perform or provide any services during the replacement process.
2. Contractor shall coordinate with the COR's designated Point of Contact (POC) to coordinate an installation schedule.
3. Contractor shall provide a designated Project Manager (PM) for administration of this project, and an on-site manufacturer/trade certified personnel (i.e., Journeyman) while repair is in progress.
4. Contractor shall commence work ten (10) calendar days after order of issuance, and Contractor will complete the project within ninety (90) calendar days after notice to proceed (NTP). Contractor will send written confirmation, via email or fax, to the Contracting Officer and the site POC after finalizing the installation start date.
5. Contractor shall be responsible for proper tool and equipment control and sanitation of their assigned work areas. Sanitation of the work area is crucial to the security of the institution. During normal working conditions debris, trash and remnants are discarded, which could be used by inmates for situations of escape and/or harm to staff/contractors/inmates. No debris, trash or remnants shall be left on the work site at the end of the day.
6. Contractor shall report to work at the designated time and location and shall follow all rules related to contract staff and security of the institution.
7. Contractor shall abide by all of the institution's security requirements. Contractor must recognize that security has the utmost priority, and the Contractor will allow for unproductive work times, caused by unforeseeable security issues, such as lock-downs, weather conditions and/or any other security situation determined by the institution.

D. GOVERNMENT RESPONSIBILITIES

1. The FBOP will assign roles and responsibilities for FBOP individuals that will be responsible for the planning, project administration and coordination of activities.
2. The FBOP-designated POC will be authorized and available to accept the equipment and materials provided by the Contractor/Manufacturer.

E. UTILITIES

The FBOP will provide minimal electricity service (120V), for battery chargers, radios, small hand tools, etc. In addition, provide restroom services, and water. The contractor will provide all other supplies and materials needed to complete this project.

F. TESTING AND ACCEPTANCE

The Contractor shall notify the Contracting Monitor two (2) days prior to the final system testing and certification so that arrangements can be made to have BOP required staff available to observe testing.



G. SUBMITTALS & TRAINING

Submittals:

1. The contractor shall provide written submittals to the COR describing recommended equipment within 15 days from receiving the Notice to Proceed for approval.
2. All security clearance paperwork/documentation shall be submitted to the COR, a minimum of ten working days prior to the start of work.
3. Contractor shall provide qualifications for staff that will perform the installation and testing of the of the dishwasher prior to the start of work.
4. The Contractor shall provide to the COR (3) copies of the Material Safety Data Sheets (MSDS) on all materials and substances that may be used during the project. In the event the material is not approved by the Safety Manager, it shall be the responsibility of the Contractor to locate and procure an alternative product.
5. Contractor shall submit all warranty information once equipment is installed and tested.
6. For security and safety purposes, forty-eight (48) hour advance notice in writing, prior to disruption to the system must be given.

Training:

Upon completion of the installation, testing, and acceptance by the Government, the contractor shall provide operation/maintenance manuals for each piece of equipment/system installed. Two copies of any required software and associated manuals shall also be supplied to the institution.

The contractor shall furnish manufacturer's training and provide training to two (2) Bureau of Prisons employees, thus enabling them to maintain and repair all equipment and systems. Training shall include operations and maintenance of each system.

II. CONTRACTOR SECURITY/WORKING REGULATIONS

A. Work Hours:

Work Hours for the contractor are 7:00 AM – 3:00 PM, Monday - Friday, excluding weekends and federal holidays. Any work required to be completed at any other time than noted above must be requested in writing to the COR five (5) working days prior to the start of the work and must be approved by the Warden. In the event of any equipment being replaced that would result in downtime of the normal orderly running of the institution, alternate work hours may be authorized in accordance with the time frame stated above.

Access to the site will be available during normal working hours except during emergencies. It shall be the responsibility of the Contractor to familiarize himself, his employees, and his subcontractors of the working hours and conditions in the correctional facility, as working hours may not constitute a full eight-hour work day. The Government assumes no responsibility to the Contractor nor to any of his subcontractors for shorter hours due to institutional emergencies or entry and/or exit of workers necessitated by normal institution routines.

Contractors should plan for a certain amount of time accrued for security considerations, i.e., check-in screening, delay due to inmate movements, institution lock-down, institution emergencies, etc. In the event of an institution emergency, the Contractor will be instructed to secure all work, secure and stow all tools, equipment and materials, and the Contractor will be escorted out of the institution. Work will resume once the institution emergency passes.

B. Delivery of Materials:



All construction materials/equipment required for work on this project is required to be processed by the Contractor and coordinated with the institution COR for temporary storage.

Any construction related deliveries which are directly shipped to the contractor can be received between the hours of 7:30 a.m. to 2:00 p.m., Monday through Friday, excluding Federal Holidays. At no point will a Bureau of Prisons (BOP) staff member receive or sign for a delivery if the contractor or his representative is not present to verify and accept the delivery.

Under no circumstances will FCI Tucson or its staff be responsible for the acceptance of any Contractor or company deliveries. The contractor shall be responsible for providing their own means of loading and unloading contractor material or equipment.

The contractor shall not use the institution entry/driveway for the loading, unloading, or storage of any materials and equipment. The contractor will not impede/block the driveway at any time during or after the work shift.

C. Storage of Materials and Equipment:

All construction materials/tools shall be stored in a designated area mutually agreed upon between the COR and the contractor. The storage area will be a secure lockable gang box or similar, size to be determined by the contractor and the COR. If required, the contractor shall provide a securable, single point access storage container, such as a Job or Gang Box that will be left in the agreed upon storage area for the duration of the project. Size of the storage container will be determined by the contractor and the COR. The container will be secured using a padlock protocol with two locks to secure it. One shall be a contractor lock and the other lock provided by the institution. If necessary, a heavy-duty chain provided by the contractor may be used to facilitate the locking requirement. All materials and equipment stored within the container will be maintained in a safe and orderly fashion.

All tools will be inventoried prior to entering the institution and will be inventoried back in to ensure accurate accountability when exiting the institution at the end of each workday.

Materials cannot be stored at a height that would create a fall hazard. All tools will be inventoried prior to entering the Institution. At the start of each workday all tools will be inventoried out on a daily tool inventory sheet and at the end of the workday all tools will be inventoried back in to ensure accurate accountability of all tools at the end of each workday.

All contractor owned extension cords that will be used during the project, regardless of length, shall be in good condition with no broken outer insulation. Extension cords are considered a "high risk" tool having a Federal Bureau of Prisons' tool classification of Double A. All contractor owned extension cords used for this project will be required to exit the institution at the end of every workday for the duration of the project.

All contractor owned ladders approved for use within the institution, regardless of the size, shall be stored in a pre-determined area and secured to a stationary fixture with a heavy link chain and lock which would prevent removal.

D. Security Clearance/Contractor Badges:

The contractor shall provide the COR with all the necessary security clearance documents for all contractors and subcontractor employees accessing the institution and be security cleared for badging within 10 days of receiving the Notice to Proceed, as stated above. Security clearance documents will only be accepted from the prime contractor. If submitted by a sub-contractor, they will be rejected. It is the prime contractor's responsibility to review security clearance submissions to ensure they are complete.

In the event a contractor or subcontractor employee cannot pass the security clearance process, it will be the contractor's responsibility to provide another candidate. By law the BOP cannot, and will not, release any information to the contractor concerning the nature of why a contractor or subcontractor employee was not able to pass the security clearance process.

All contractors/subcontractors working at FCI Tucson will be issued and required to wear a picture ID/contractor badge provided by the institution. For security reasons, the badge will be worn in a visible manner as directed by the COR.



All contractors and subcontractor employees will provide a check list of all employees on site each day to the COR, verifying the number of workers on site each day and that all workers are approved to be on site.

E. Safety and Personal Protective Equipment:

All contractors and employees shall have and wear the required personal protective equipment (PPE) prescribed by industry standards at all times while on the job site. It is the responsibility of the contractor to provide all PPE equipment. If ladders are required, immediately consult with the COR to ensure the COR can make timely notification to appropriate institution staff. Should a system require Lock-out/Tag-out, the system will be required to have both Contractor and FCI Tucson locks on the isolation point to prevent shock. All Lock-out/Tag-out procedures will be in compliance with the institution Lock-out program.

F. Additional Considerations:

1. Contractors will NOT be allowed to bring cell phones, cameras or two way pagers into FCI Tucson. The Facilities Department maintains a digital camera that will be utilized by BOP staff to document the project work. The Contractor may request copies of these documentation photos for record keeping.
2. Contractor will be permitted to wear jeans in the institution, however, green or khaki-color clothing will not be allowed. The clothes will be proper and suitable for the services that are being provided.
3. Lunches will be consumed at the work site. Contractor shall ensure they have everything they need for their lunch when they check-in first thing in the morning.
4. Federal smoking policy on Federal property states that smoking is only allowed in designated areas. This policy will be strictly enforced.