

STATEMENT OF WORK

GENERAL INFORMATION

1. Title of Project: **Mitigate Campus Drainage; 438-18-107**

2. Scope of Work: The contractor shall provide all resources necessary to accomplish the deliverables described in this statement of work (SOW), except as may otherwise be specified. Construct the Mitigate Campus Drainage project per the attached plans and specifications. The contractor shall include all labor, equipment, and materials to complete the project. Follow OSHA and VA other regulations as outlined in specification section 010000.

This project involves site demolition, site construction, underground utilities, and landscaping. Night and weekend work will be expected to keep the campus fully functional during the drainage improvements when construction activities cannot be accomplished during business hours.

3. Background: This mitigate campus drainage project involves site demolition, site construction, underground utilities, and landscaping. The drainage improvements are needed to retain the underground storm runoff from the VA campus to the city of Sioux Falls storm sewer on the west side of the campus. The contractor shall have a dedicated site superintendent managing all the construction activities. The contractor shall include all traffic control in accordance with the city of Sioux Falls for all phases of the project within the city of Sioux Falls right of way and on the VA campus.

Many other construction projects in various stages will be occurring on site during this project.

Contractors are expected to coordinate with each other to ensure the VA function without disruption.

Underground structures are included in project to detain drainage water from leaving the campus. There are two drainage structures in the project that shall have a chain link fence around the excavation. Gates are required for access. See specification section 010000 for more information.

4. Performance Period: The contractor shall complete the work required under this SOW in **420** calendar days or less from date of award, unless otherwise directed by the Contracting Officer (CO). If the contractor proposes an earlier completion date, and the Government accepts the contractor's proposal, the contractor's proposed completion date shall prevail. Work at the Government site shall not take place on Federal holidays or weekends unless approved by the project engineer.

5. Type of Contract: Firm-Fixed-Price technically accepted

CONTRACT AWARD MEETING

The contractor shall not commence performance on the tasks in this SOW until the CO has conducted a kick-off meeting.

GENERAL REQUIREMENTS

A. For every task, the contractor shall identify in writing all necessary subtasks (if any), associated costs by task, and along with associated sub-milestone dates. The contractor's subtask structure shall be reflected in the technical proposal and detailed work plan.

B. All written deliverables shall be phrased in layperson language. Statistical and other technical terminology shall not be used without providing a glossary of terms.

SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES

Description of Tasks and Associated Deliverables: The contractor shall provide the specific deliverables described below within the performance period stated in Section 4 of this SOW.

Task One: The contractor shall provide a detailed work plan and briefing for the VA project team, which presents the contractor's plan and schedule for completing the work. The contractor's plan shall be responsive with this SOW and describe, in further detail, the approach to be used for each aspect of the work as defined in the technical proposal.

Deliverable One: A detailed work plan, schedule and briefing.

Task Two: The contractor shall provide a completed project as described in the contract documents and any subsequent modifications thereto.

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Task Three: The contractor shall provide project documentation in the form of redline documentation of constructed space. Also provide any owner's manuals and any warranty information.

Deliverable Three: 2 complete sets of Red-lined drawings of the constructed/renovated space and any owner's manuals and warranty information.

SCHEDULE FOR DELIVERABLES

If for any reason any deliverable cannot be delivered within the scheduled time frame, the contractor is required to explain why in writing to the CO, including a firm commitment of when the work shall be completed. This notice to the CO shall cite the reasons for the delay, and the impact on the overall project. The CO will then review the facts and issue a response, in accordance with applicable regulations.

CHANGES TO STATEMENT OF WORK

Any changes to this SOW shall be authorized and approved only through written correspondence from the CO. A copy of each change will be kept in a project folder along with all other products of the project. Costs incurred by the contractor through the actions of parties other than the CO shall be borne by the contractor.

REPORTING REQUIREMENTS

1. The contractor shall provide the PM/TM with monthly written progress reports submitted electronically. These are due to the PM/TM by the second workday following the end of each calendar month, throughout the project's duration. The PM/TM is required to provide monthly progress reports to the Contracting Officer's Representative (COR) by the fifth workday of the new calendar month.

2. The progress report shall cover all work completed during the preceding month and shall present the work to be accomplished during the subsequent month. This report shall also identify any

problems that arose, along with a statement explaining how the problem was resolved. This report shall also identify any problems that have arisen but have not been completely resolved, with an explanation.