**USDA FOREST SERVICE**

**SOUTHERN RESEARCH STATION**

PROJECT STATEMENT OF WORK

***Correct Indoor Temperature and Humidity Levels***

***Wildlife Habitat and Silviculture Laboratory***

***Nacogdoches, TX***

1. **STATEMENT OF WORK**

The Wildlife Habitat and Silviculture Laboratory (WHSL), a USFS Southern Research Station facility located in Nacogdoches, TX, requires a solution to address consistently low temperature and high humidity in a specific HVAC zone. The Contractor shall provide all professional and technical personnel for this project, to include labor, transportation, tools and equipment to accomplish the work as further described below. The facility is located at 506 Hayter St, Nacogdoches, TX.

1. THE EXISTING FACILITY
	1. Overall Facility Information

The WHSL is a campus consisting of 2 buildings located on the Stephen F. Austin State University campus. The work under this Scope is restricted to the HVAC zones served by OA-1 and OA-2, as indicated in the attached drawing. OA-1 provides conditioned outside air to the east hallway. The unit is tasked with dehumidifying the outside air and maintaining a comfortable temperature in the hallway. Experience has proven that the unit is regularly overcooling the hallway in an effort to reduce the humidity of the incoming outside air. OA-2 serves a similar purpose for the west hallway and laboratory spaces. Currently, OA-2 is de-energized and all outside air is introduced through OA-1.

The work at the facility shall generally consist of the following:

* Design services for unit selection
* Installation of selected unit
	1. Suspected/Confirmed Hazardous Materials

No suspected or confirmed hazardous materials are expected to encountered during the execution of work under this Scope of Work.

1. PLANNED WORK AND MATERIALS
	1. Design Services for unit selection
		1. Work

The solution envisioned at this time is the installation of a supplemental ducted concealed ceiling unit compatible with the existing Daikin VRV-IV system to provide reheat capacity for the east and west hallway zones. Contractor shall verify the suitability of this solution and provide design services sufficient to size and guide the installation of the appropriate unit or units. Basic design documents detailing the unit to be installed, location, installation methods and updates to control sequences shall be provided. Contractor shall also provide submittal review services to confirm conformance of material submittals under item 4.2.

* + 1. Materials - NONE
	1. Installation of selected unit(s)
		1. Work

Contractor shall install the solution detailed in the approved design documents.

* + 1. Materials – NONE, see approved design documents
1. SUBMITTALS
	1. Design Services for unit selection
		1. Design documents – for approval
	2. Installation of selected unit(s)
		1. Shop Drawings confirming installation details – for approval
		2. Cut Sheets confirming unit size and configuration – for approval
2. PERIOD OF PERFORMANCE

The period of performance shall be 30 days from the issuance of the Purchase Order.

1. SCHEDULING/COORDINATION OF WORK
	1. SITE ACCESS

Access to the site and work area shall be coordinated with the onsite Point of Contact (POC), Nancy Koerth. In general the work area will be available during normal business hours (0800-1630, Monday-Friday). Arrangement for work outside of these hours must be made with the POC.

* 1. WORK COORDINATION

Work by the Contractor shall be conducted so as not to minimize disruption of employees or the employees operations in the building. The Contractor shall provide the building manager notification of any work activities that may affect the employees. This notification shall be given not less than 72 hours prior to the work.

* 1. GOVERNMENT FURNISHED PROPERTY

The Forest Service will provide the Contractor with copies of the following:

* “As-built” HVAC system layout - DOT Forestry NAC ETR Shop revised-D SIZE.pdf
* Equipment submittals – DOT Forestry Nac 15114 REVD SUBMITTALS 091515.pdf
	1. SAFETY

All work undertaken under this Scope of Work shall be performed in compliance with all applicable OSHA regulations for protection of the workers and public.

Adequate barricades and/or signage shall be provided to protect the public and employees in and around the building during the investigative work.

* 1. SANITATION

Removal and disposal of any waste material generated as a result of work on the site becomes and remains the responsibility of the Contractor. Existing waste facilities maintained by the Forest Service shall not be used for disposal of any material.

Restroom facilities will be available for use by the Contractor.

* 1. USE OF UTILTIES

The following utilities will be made available to the Contractor for use in the execution of work required by this Scope of Work. The Contractor is responsible for providing all extension cords, hoses or other required means of connection to the available utility.

* Electricity – 120V for small power tools.
* Potable Water
	1. PARKING

Contractor parking will be made available in the general vicinity of the work area. Vehicles shall remain on paved or otherwise hardened areas of the site, unless otherwise approved by the Inspector.

1. APPLICABLE LICENSES, CODES AND REFERENCES
	1. LICENSED TRADES

If applicable, all tradespeople employed in the completion of work shall hold a current professional trade license from the State of Texas. Copies of all licenses shall be made available to the COR upon request.

* 1. CODES AND REFERENCES

All work shall be in compliance with applicable codes, including, but not limited to:

* International Building Code
* International Existing Building Code
* International Mechanical Code
* International Plumbing Code
* International Fire Code
* National Electric Code

All code references shall refer to the edition in effect at the time of contract award.

1. GREEN PURCHASING

The Contractor shall utilize products and materials that promote energy conservation, pollution prevention, waste reduction, use of recovered materials, that are environmentally preferable, with recycled content and that are recyclable, and are energy efficient (Energy Star-qualified) to the maximum extent possible without jeopardizing the intended end use or detracting from the overall quality delivered.

The Contractor must comply with biobased product requirements detailed in:

* the Farm Security and Rural Investment Act of 2002 (FSRIA), 7 U.S.C. 8102;
* the Food, Conservation and Energy Act of 2008 (FCEA), 7 U.S.C. 8102;
* the Federal Acquisition Regulation; Executive Order (EO) 13514, “*Federal Leadership in* *Environmental, Energy and Economic Performance*,” dated October 5, 2009;
* EO 13423, “*Strengthening Federal Environmental, Energy, and Transportation Management,*” dated January 24, 2007;
* and Presidential Memorandum, “*Driving Innovation and Creating Jobs in* *Rural America through Biobased and Sustainable Product Procurement*,” dated February, 2012.
1. GOVERNMENT CONTRACTING OFFICER’S REPRESENTATIVE (COR)

The COR for this project will be Jason Anderson, 828-259-0515, jasonleeanderson@fs.fed.us.

1. NON-PERSONAL SERVICE STATEMENT

 The Contractor’s employees performing services as described shall be controlled, directed and supervised at all times by the Contractor. Contractor management will ensure that the employees properly comply with the performance work standards outlined in this statement of work. The work set forth may not be interpreted or implemented in any manner that results in the Contractor creating or modifying Federal Policy. The Government will control access to the facilities and will perform the inspection and acceptance of the completed work. The term Contractor as applied herein includes Subcontractors and Trades People.

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