

## **SECTION C - STATEMENT OF WORK (SOW)**

C-1.1. GENERAL. MR under the staff cognizance of the Deputy Commandant for Manpower and Reserve Affairs, is responsible for providing policy, plans, resources, and support to Marine Corps Community Services (MCCS) activities. MCCS provides commanders with an integrated organization for the development and delivery of Quality of Life programs and services. MCCS operates family, fitness and recreation, exchange and business, services and other Quality of Life programs and services for Marines and their families. The administration, management and operation of local MCCS activities are the responsibility of each installation commander.

C-1.2. MCCS activities are operated on Marine Corps installations on the east and west coasts of the United States; Hawaii; Okinawa, and Japan. Reference the website: <http://www.usmc-mccs.org> for further information regarding MCCS activities and locations.

C-1.3. MCCS activities are Nonappropriated Fund Instrumentalities of the Federal government, and are therefore subject to directives issued by the Department of Defense, the Secretary of the Navy, and the Commandant of the Marine Corps. The MCCS system generates over one billion dollars in sales per year from a wide variety of business operations. Earnings from its major revenue generators are used to help fund non-revenue generating MCCS programs.

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C-1. 4. PROJECT DESCRIPTION. This project will consist of reimaging several areas of the interior of Bldg. 3452 Roadhouse which will address flooring, lighting, paint, demo of overhead floating bulkheads, relocating power, construction of new cabinets at Single Marine Program check out station, removal of risers in bar area and dining area, installation of LED lighting in bar and dining areas, change all recess lighting to LED bulbs, and paint. The Contractor shall conform to all applicable state and local codes, ordinances, and MCAS Cherry Point NC regulations.

C-1.5. Performance location is at Bldg. 3542 on board MCAS Cherry Point, NC 28533

C-1.6. Base Access Requirements: Contractor agrees to provide required information for base access such as identification, vehicle registration, vehicle insurance and 50 state criminal background check to obtain base access to perform the performance of this project as required.

## **C-2. CONTRACTOR REQUIREMENTS.**

C-2.1. Site Visit: Prior to submitting a quote, the offeror must visit the site and become thoroughly familiar with all pertinent conditions that are included in this RFP. The offeror must take such steps as may be necessary to ascertain the nature and condition of the work, and the general and local conditions which can affect the work or cost thereof. Failure to do so shall not relieve offeror from the responsibility for estimating properly the difficulty or cost of successfully performing the work. If an additional site visit is required, please contact Amber Willis at the ROICC office at 252-466-4745 or [amber.willis@navy1.mil](mailto:amber.willis@navy1.mil).

C-2.2. The Contractor shall be responsible for all work described herein. The Contractor shall promptly repair/replace any damage to structures, elements, utilities, finishes, etc., occurring due to construction.

C-2.3. The Contractor shall maintain a clean and safe work area throughout the period of construction. The Contractor shall, at the end of each work day, remove all demolition debris and hazardous and potentially dangerous materials used in the work. The Contractor shall collect construction material and debris frequently and dispose of debris and refuse away from the center in a lawful manner. The Contractor shall be responsible for all fees, permits, etc., required for waste disposal.

C-2.4. The Contractor shall be responsible for receiving, storing, and securing of all materials, equipment and other items to be used in accomplishing the work. The Contractor shall be responsible for all equipment and materials brought on-site and shall replace damaged or stolen items at its expense.

C-2.5. The Contractor's price shall include all labor, material, and equipment costs, and all incidental costs necessary to complete the project.

C-2.6. The Contractor shall comply with the Davis-Bacon Wage Rate and provide per Section J- 1 attachment. Contractor shall submit weekly certified payroll records to ROICC, B-163 Cherry Point, NC 28533.

C-2.7. Prior to starting any work, the Contractor shall provide the required insurance, in amounts as stated below in paragraph H-4.

C-2.8. The Contractor shall guarantee all workmanship done under this contract for a period of one year.

C-2.9. All work shall conform to the current regulations of the Environmental Protection Agency(EPA),and the Occupational Safety and Health Administration (OSHA). The Contractor must comply with all safety requirements for the work area to include but not limited to hard hat, protective eye wear, and reflective vest as well as other safety equipment as may be required by MCAS Cherry Point, NC , not included here.

C-2.10. The Contractor shall comply with USACE EM 385-1 safety requirements.

C-2.11. The Contractor shall coordinate plans to include an Accident Prevention Plan and/or AHA and approvals as required with the Resident Officer In Charge of Construction (ROICC).

### **C-3. SCOPE OF WORK.**

C-3.1 The Contractor shall remove all cabinets at the Single Marine Program area, and deliver to Bldg. 3542 Property Warehouse for storage.

C-3.2 The Contractor shall remove the pastry display case at Joe's Coffee and deliver to Bldg. 3452 Property Warehouse for storage.

#### **Flooring**

C-3.3. The Contractor shall demo all tile and laminate flooring in the entryway, hallways, and main dining area to include riser platform down to concrete. Contractor shall grind all glue and

raised edges of concrete floor so that floor is smooth and prepped to be sealed with Epoxy Coating.

C-3.4 Contractor shall pour clear epoxy seal coating onto concrete floor in main entrance, hallways, and restaurant areas and ensure that concrete is smooth and epoxy is thick enough so that raised imperfections in the concrete floor will not be exposed ( Minimum 3 Coats). Contractor shall install new Cove Base. (color TBD)

C-3.5 The Contractor shall demo existing carpet and cove base in Internet lounge and movie lounge

C-3.6 Contractor shall install commercial grade carpet and new cove base in internet lounge and movie lounge. Carpet shall be J&J/ Invision Impuls II "Take a Dare" # 8403. Cove Base Color: TBD

C-3.7. The Contractor shall demo riser platform in bar down to concrete and install matching rubber tile floor and black cove base. (Roppe SafeTCork Raised Circular Rubber Floor Tile (Black) and Roppe 700 – 4" vinyl/rubber combination cove base- #21.

### **Power/Lighting**

C-3.8. The Contractor shall demo all suspended pendant style lighting in the bar area and replace with industrial style fluorescent lighting which shall be on a dimmer such as Gotham High Elevations (see attached). Dimmer bank must be of adequate size. NOTE: (Ref Arch Lumens Standards) Contractor shall obtain lighting layout to determine the quantity of lights necessary for the space to ensure lighting will be bright enough when needed.

C-3.9. The Contractor shall demo all suspended lighting in restaurant area and install industrial style fluorescent lighting which shall be on a dimmer such as Gotham High Elevations (see attached). Dimmer bank must be of adequate size. NOTE: (Ref Arch Lumens Standards) ..Contractor shall obtain lighting layout to determine the quantity of lights necessary for the space to ensure lighting will be bright enough when needed.

C-3.10. Contractor shall replace all lighting currently in recessed canisters with LED recessed lighting.

C-3.11. Contractor shall remove decorative lighting over the bar and replace with industrial style 4" – 6" lights to match bar and restaurant industrial lighting.

C-3.12. Contractor shall remove track lighting above the bar and repair any damage to ceiling grid/tiles.

C-3.13 Contractor shall relocate all Fire Alarm/Strobes/emergency backup generator lights that were affected by any demo of floating bulkhead ceilings to the closest wall. Contractor shall schedule all outages with Fire and Facilities personnel.

C-3.14 Contractor shall trouble shoot and repair track lighting in the restaurant area which are currently not working.

C-3.15. Contractor shall install adequate dedicated power for two (2) iPad/Laptop charging stations which will be located under the new counter at Single Marine Program service station.

### **Walls/Ceiling**

C-3.16 The Contractor shall demo floating bulkhead ceilings over Single Marine Program area, Pizza Buffet area, and riser area to include lighting hanging from floating bulk head ceilings, and take HVAC ventilation back to original state. (NOTE) all sprinklers in floating bulkhead

ceilings will be cut back to original ceiling height. (Contractor shall schedule all outages with Fire and Facilities personnel).

C-3.17 The Contractor shall repair, patch and paint all walls where floating bulkhead ceilings were removed. Paint color shall be Glidden Mountain Grey #40YY 25/074 in Matte finish.

C-3.18 The Contractor shall remove roll out divider wall that separates the bar and restaurant and close off alcove with metal studs, drywall, and paint in Glidden Mountain grey #40YY 25/074 in Matte finish. Contractor shall frame and drywall closet which shall tie into existing alcove which houses roll out divider wall. Back wall of alcove shall be demo'd so closet is extended. Contractor shall frame in to closet two sets of 6' double solid wood doors stained in dark cherry to match the bar and sealed with minimum of two coats of semi-gloss polyurethane. Closet shall be minimum of 5' deep. Closet will be dry walled, taped, mudded, and painted in Glidden Mountain Grey #40YY 25/074 in Matte finish.

C-3.19 Contractor shall paint all beige colored ceiling tiles and grids black to match restaurant and bar.

C-3.20 Contractor shall prep all walls and trim in the front entryway, hallways and restaurant area for paint to include removing wallpaper, patching holes, filling cracks etc.

C-3.21. Contractor shall touch up painted areas in the bar area as needed.

C-3.22 Contractor shall patch and paint walls and trim in the front entryway, hallways, and restaurant area. Paint color shall be Glidden Mountain Grey #40YY 25/074 in Matte finish.

C-3.23 Contractor shall install 60" high natural Maple or Birch wainscoting with traditional bead board pattern in the main entryway and hallway walls. Wainscot shall have a 2" ledge at the top. Wainscot shall be sealed with clear semi-gloss polyurethane.

C-3.24. Contractor shall repair, patch and paint walls where ever cabinets, knee walls, and countertops are removed. Paint color shall be Glidden Mountain Grey #40YY 25/074 Matte Finish.

C-3.25. Contractor shall redesign the floating bulkhead ceiling over the old Joe's Coffee Shop so that it is cut at the back wall straight across and finished with new drywall and paint. Paint color shall be Glidden Mountain Grey #40YY 25/074 in Matte Finish. (See attached Picture)

C-3.26. Contractor shall remove all decorative aluminum waves from the ceiling of the restaurant area and store for future use at Bldg. 3452. NOTE: Sprinklers will need to be cut back to original ceiling height. **All sprinkler and fire alarm work must be completed by qualified sprinkler and fire alarm contractors.**

C-3.27. Contractor shall close off window that separates Single Marine Program area and bar by framing in with metal studs and 5/8" drywall on both sides. Contractor shall tape, mud, and paint wall Glidden Mountain Grey #40YY 25/074 in Matte finish on restaurant side and matching green color for inside the new closet on the Bar side..

C-3.28. Contractor shall remove all ceiling fans in the smoking area and install four corner removable wall mounted commercial grade fans. (See attached product example) Contractor will repair ceiling where old fans were removed.

C-3.29. Contractor shall demo glass window in the alcove by Single Marine Program and construct a knee wall with counter top to match new counter top at SMP Desk. Knee wall shall be painted Glidden Mountain Grey #40YY 25/074 in Matte finish. Contractor shall install one recessed LED light in the alcove with service counter.

C-3.30. Contractor shall demo glass window in the alcove by old Andy's, frame with metal studs, drywall, and paint in Glidden Mountain Grey #40YY 25/074 in Matte finish.

- Contractor shall furnish and install 36" base cabinet in natural maple with semi-gloss clear coat and solid surface top to match new Single Marine Program counter (TBD).
- Contractor shall ensure adequate power in the alcove to support printer and ATM machine.
- Contractor shall relocate fire extinguisher and patch and paint.

C-3.31. Contractor shall demo floating bulkhead ceiling over riser platform in the bar area and shall repair, patch and paint any walls that are damaged by the removal of the bulkhead.

### **Cabinets/Counter Tops**

C-3.31. Contractor shall install new Single Marine Program Cabinets in natural maple finish with solid surface top (solid surface TBD). Counter shall be 30" deep and 2" thick. See drawing below for configuration.

- Counter should have overhang of 6" to accommodate knee space for employees working at computer in seated position.

C-3.32. Contractor shall furnish/install new counter/cabinet with cherry wood finish that matches the opposing counter/gaming cabinet and matching Zodiac Stone top.

1. Holes should be drilled through the top of the counter top to accommodate the wires of six gaming consoles set in 3' increments apart. Provide plastic caps for holes in counter top.
2. All cabinets must be lockable.

C-3.33. Contractor shall reconfigure counters/cabinets in the old Joe's Coffee Shop. See configuration diagram below. Cabinets/counter tops that will not be used shall be disposed.

C-3.34. Contractor shall cover the front of existing cabinets with natural maple wood panels finished in clear semi-gloss polyurethane.

- Contractor shall install solid surface top (solid surface TBD). Counter shall be 24" deep and 2" thick. Counter shall come off of the side wall straight out even with floating bulk head ceiling. See drawing below for configuration.

### **Other**

C-3.35. Contractor shall install air conditioning return vent into the audio equipment control room.

## **C-4. RESPONSIBILITIES.**

C-4.1. Provide Contractor access to the site. The Contractor shall coordinate with the ROICC Office. No work will be performed on weekends unless the Contractor receives prior approval in writing from the Contracting Officer.

C-4.2. For work scheduling, the Contractor shall provide a construction schedule to the Contracting Officer for approval no later than 10 days after he receives award of a contract indicating the periods of time required in order to perform the work.

**C-5. ADMINISTRATIVE.**

C-5.1. **WARRANTY.** The Contractor guarantees all work and materials to be of top quality and free from defects for a period of one year after satisfactory completion and acceptance by MCCS.

C-5.2. **BOND REQUIREMENT** The Contractor shall Provide contracting officer with performance and payment bonds as required by Section I, paragraph 51

C-5.3. **WAGE DETERMINATION** Contractor shall pay all electricians and laborers employed or working upon the site of the work not less than the wages and bona fide fringe benefits (or cash equivalents thereof) in accordance with the Davis Bacon Act Wage Determination General Decision Number: NC120065 07/20/2012 NC65  
<http://wdol.gov/wdol/scafiles/davisbacon/NC65.dvb?v=2>

**SECTION D - PACKAGING AND MARKING**

**D-1 GENERAL.** Contractor shall comply with the packaging and marking instructions set forth below. MR and MCCS activities reserve the right to charge back excess costs incurred by failure of the Contractor to comply with these instructions. These costs may include transportation, packing, marking, and administrative expenses. Any questions concerning these instructions should be directed to the Contracting Officer.

**D-1.1 SHIPPING.** All shipments made under this contract shall be prepaid by the Contractor and added to the invoice as a separate line item. Contractor shall ship via carrier designated on contract or individual delivery orders.

**D-1.2 PACKING.** Contractor shall pack all shipments to ensure safe delivery in standard packaging which meets the requirements of the National Motor Freight/Uniform Freight Classification and is necessary to prevent deterioration of contents and damages due to the hazards of shipping, handling, and storage.

**D-1.3 MARKING.**

a. Markings by Contractor shall be clear and easily readable. Non-pertinent markings shall be covered or removed.

b. As a minimum requirement, each carton in a shipment must be marked by the Contractor with the MR contract number and, if applicable, the MCCS activity delivery order number. Instructions for other markings, if required, will be indicated by the ordering MCCS activity, or the COR.

**D-1.4 DOCUMENTATION.**