

US Department of Agriculture (USDA)



Statement of Work

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Project

Sulphur Ranger District Boat Ramp Gate Replacement

General Information

1.0 Scope of Work

There are various gates on boat ramps on the Sulphur Ranger District that need replacement. At the Green Ridge Boat Ramp, contractor must install one gate at the boat ramp, and two gates on an adjacent road. At the Stillwater Boat Ramp and Sunset Boat Ramp, contractor must install one gate at each location. All gates will be government furnished. The contractor must familiarize themselves with the Government-furnished gates and provide all hardware and materials necessary for successful gate installation.

2.0 Background

Various boat ramps and associated recreation areas on the Sulphur Ranger District that serve Lake Granby and Shadow Mountain Lake need gates removed and replaced.

Contractor Requirements

3.0 Technical Requirements / Tasks

SCHEDULE OF ITEMS (SOI)						
SRD Boat Ramp Gate Replacement						
ARAPAHO & ROOSEVELT NATIONAL FORESTS AND PAWNEE NATIONAL GRASSLAND						
Base Items	Description	Method of Measure	Unit	Quantity	Unit Price	TOTAL
1	Mobilization	L.S.Q	Lump Sum	Job		
2	Government Furnished 20-ft Gate Removal and Installation – Green Ridge	EA	EA	2		
3	Government Furnished 50-ft Gate Removal and Installation – Green Ridge Boat Ramp	EA	EA	1		
4	Government Furnished 50-ft Gate Removal and Installation – Stillwater Boat Ramp	EA	EA	1		
5	Government Furnished 32-ft Gate Removal and Installation – Sunset Boat Ramp	EA	EA	1		
TOTAL BASE ITEMS						

Electronic version of the SOI has also been provided to the contractor.

The Contractor shall furnish all management, labor, equipment, supervision, tools, materials, transportation, operating supplies, supervision, workman's compensation, unemployment insurance and incidentals necessary to perform the work in accordance with the specification and provisions of the contract. All work shall be in accordance with the attached 'Forest Service Supplemental Specifications' and FP-14 Standard Specifications for Construction of Roads & Bridges on Federal Highway Projects.

This project includes the following items:

1. Mobilization
 - a. This base item consists of all preparatory work and operations necessary for the movement of personnel, equipment, supplies, and incidentals to the project site, and for all other work and operations that must be performed or that cause costs to be incurred prior to beginning work on the various items on the project site. This base item applies to work included in the base items only.
 - b. Payment shall be made at the contract lump-sum price.
2. Gate Installation
 - a. This base item consists of all materials, personnel, labor, equipment, and supplies to install prefabricated and government-furnished gates and holding posts. This item includes site preparation, surveying to ensure level gate installation, excavation, bedding, pouring concrete for holding posts and gate posts, backfill, final site grading, and revegetation of disturbed areas.
 - b. All gates must be installed according to the attached drawings and in the locations marked by the COR.
 - c. All existing gates that the contractor removes from each boat ramp for replacement must remain in functioning order and transported by the contractor back to Shadow Mountain Village (34 GCR 66 Grand Lake, CO 80446).
 - d. All government-furnished gates and holding posts for installation must be picked up by the contractor at Shadow Mountain Village (34 GCR 66 Grand Lake, CO 80446).
 - e. Contractor must familiarize themselves with Government-furnished gates prior to installation, and must provide any missing hardware or materials necessary for a fully successful installation.
 - f. The COR will mark in the field the exact location for each gate to be installed.
 - g. Payment shall be made for each successful gate installation, as per each line item.

All Contractors shall visit the project sites and acquaint themselves with current conditions prior to submitting a bid for these services.

The contractor shall be responsible for obtaining any necessary licenses and permits, and for complying with any Federal, State, and Municipal laws, codes, and regulations applicable to the performance of the work. The contractor shall be responsible for all damages to persons or property, which occur as a result of the Contractor's performance or negligence.

Project Site Requirements

- Contractor shall call for utility locates prior to any ground disturbance.
- Recreation site will remain open to the public during construction. Contractor shall install and maintain suitable barriers to ensure the protection of the public, employees, and facilities. All signs shall meet MUTCD standards.
- Contractor may be allowed to temporarily close or block off traffic, with prior approval from the Contracting Officer, for the safety of the public.

A. Inspection and Acceptance

- a. All work shall be conducted under the general direction of the Contracting Officer and is subject to Government inspection and testing at all places and at all reasonable times before acceptance to ensure strict compliance with the terms of the contract. See FAR Clause 52.212-4(a) contained herein. The contractor is responsible for adhering to the contract specifications and for quality control.

B. Contract Administration

- a. Invoices - The following supplements the invoice terms contained within FAR 52.212-4(g) contained herein.
- b. Payments will be made from the Contractor's invoice(s). All invoices are to be submitted via the electronic Invoice Processing Platform (IPP) System. The "Submit Invoice-to" address for USDA orders is the Department of Treasury's Invoice Processing Platform (IPP). The contractor must follow the instructions on how to register and submit invoices via IPP as prescribed in previous communications from USDA and Treasury.

- c. Payment for services rendered shall be made within 30 days following receipt of an invoice for the work. The contractor shall submit invoices on a monthly basis and at the end of the month. If at any time the Contractor does not perform the services per the contract in a timely manner the Contracting Officer reserves the right to contract for the work with another party and will adjust payment accordingly.
- d. This is a mandatory requirement initiated by the U.S. Department of Treasury and you can find more information at this website <https://www.ipp.gov/index.htm> Ensure your company has registered at <https://www.ipp.gov/vendors/enrollment-vendors.htm> to establish your account. **Offeror must have an established account prior to commencement of work.**
- e. Invoice Processing Platform (IPP) does not allow for the contractor to change the description of the line items being invoiced against and therefore an itemized invoice must be uploaded as an attachment(s). If the itemized invoice has not been reviewed and approved by the COR, the IPP payment request will be rejected. Please follow the minimum requirements to ensure a successful payment process.

IPP Invoice shall have the following areas completed at a minimum: Invoice Number Invoice Date Bill Period Start Date Bill Period End Date Supplier Contact Name Supplier Contact Phone Contract Number	Itemized invoice shall include at a minimum: Contractor Name & Address Contract number Invoice Number Description of Services or work completed. Date of services or completion.
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C. Forest Service Representatives

- a. The signing Contracting Officer for this contract/purchase order and will be the contact on all things concerning this contract, shall be determined at a later date. Their contact information will be provided.
- b. **The Contracting Officers Representative (COR) is TBD**
- c. **The contract technical point of contact is TBD**

D. Contract Administration

- a. Contract Award: A written award or acceptance of offer mailed or otherwise furnished to the Contractor shall result in a binding contract without further action by either party.
- b. Notice to Proceed. The Contractor shall commence work upon receipt of a properly executed Notice to Proceed.
- c. Changes: The Contracting Officer is the only person authorized to approve changes in any of the requirements under this contract and notwithstanding any provisions contained elsewhere in this contract the said authority remains solely with the Contracting Officer. In the event the Contractor effects any such change at the direction of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in costs incurred as a result thereof.
- d. Unauthorized Instructions from Government or Other Personnel: The Contractor shall not accept instructions issued by any person employed by the U.S. Government or otherwise other than the Contracting Officer, or the authorized representative of the Contracting Officer acting within the limits of his/her authority.
- e. Designation of Contracting Officer's Representative (COR): Designation will be made upon contract issuance of the contract and a copy of the designation letter will be furnished to the Contractor. Limits of authority are described in each designation letter.
- f. Designation of Authorized Representative of the Contractor: The Contractor shall assign a member or employee who will act as Project Manager during the course of this contract or during the course of this project. The official shall be responsible for affording liaison between the contract forces and the contracting offices. This designation shall be in writing and a copy furnished to the Contracting Officer.

WASHING OF EQUIPMENT

Pollutants such as fuels, lubricants, bitumen, raw sewage, and other harmful materials shall not be discharged on the ground; into or nearby rivers, streams, or impoundments; or into natural or man-made channels. Wash water or waste from concrete or aggregate operations shall not be allowed to enter live streams prior to treatment by filtration, settling, or other means sufficient to reduce the sediment content to not more than that of the stream into which it is discharged.

The Contractor shall wash all equipment except for hauling vehicles prior to entering National Forest Land. Remove all soil which could contain noxious weed seed. Remove grease and oil from drive mechanisms which would be discharged into the stream when equipment is operating. Prior to transporting equipment to the site, assure that the equipment's hydraulic, lubrication and fuel systems are free from leaks.

4.0 Government Furnished

- Two (2) 25-ft. Metal Gates
- Two (2) 50-ft Metal Gates
- One (1) 32-ft Metal Gate
- Yale locks for gates
- Government furnished seed

5.0 Deliverables / Schedule

Key Deliverables

Item No.	Deliverable / Item Title	Description	Frequency	Delivery Format	Due By
1	Schedule	A schedule outlining the proposed construction timeline, from mobilization to demobilization	Before construction begins	Via email to COR	14 days before construction is intended to begin
2	Materials Submittals	Submit all materials for this contract to the COR, including: <ul style="list-style-type: none">- Concrete tests for footings- Object Markers	Before construction begins	Via email to COR	7 days before construction is intended to begin
3	Staging area	Outline a proposed staging area to submit to the COR and CO	Before construction begins	Via email to COR	7 days before construction is intended to begin
4	Traffic Control Plan	Submit a traffic control plan of the construction area, with consideration given to users of boat ramp during construction.	Before construction begins	Via email to COR	7 days before construction is intended to begin
5	Accident Prevention Plan	Submit a site-specific safety plan to ensure contractor and public safety	Before construction begins	Via email to COR	7 days before construction is intended to begin

6.0 Travel

Green Ridge Boat Ramp: Green Ridge Campground, Off CO Rd 66, Grand Lake, CO 80447

Sunset Point Boat Ramp: End of NFSR 125.1E, Off County Rd 6, Granby, CO 80446

Stillwater Boat Ramp: Adjacent to Stillwater Campground, off U.S. Hwy 34, Granby, CO 80446

7.0 Contractor's Key Personnel

Contractor shall ensure that all work is conducted by personnel fully qualified to perform the tasks and supervised by a designated Contractor's Representative.

8.0 Security Requirements

N/A

9.0 Data Rights

N/A

10.0 Section 508 – Electronic and Information Technology Standards

N/A

Attachment