



Agricultural Research Service

U.S. DEPARTMENT OF AGRICULTURE

## STATEMENT OF WORK

### Greenhouses Refurbishment Project

Center for Medical, Agricultural, and Veterinary  
Entomology  
6383 Mahan Dr.  
Tallahassee, FL 32308

## 1. PROJECT INTRODUCTION

### 1.1. PROJECT TITLE

Greenhouse Refurbishment Project

### 1.2. PROJECT BACKGROUND AND PURPOSE

The objective for this project is to refurbishment of 4, existing free standing polycarbonate greenhouses maintained by the Center for Medical, Agricultural, and Veterinary Entomology by replacing the infrastructure components and systems to restore greenhouse functionality and provide space to meet USDA-ARS research mission objectives. Greenhouses are 24'x36'. Current Greenhouse models are the Scholar™ Series provided by Atlas Greenhouse. Series and producer information is provided solely for the benefit of contractors.

## 2. SCOPE AND OBJECTIVES

### 2.1. DESCRIPTION OF WORK

The Contractor must furnish all personnel, equipment, tools, materials, supervision, and quality control necessary to remodel the subject greenhouse structure and building components. All quotes should be submitted as turn-key completed work. All work will be accomplished by certified technicians and in accordance with all local, state, and federal codes and regulations. The Contractor must:

#### 2.1.1. Replace building structures for each of the 4 greenhouses including:

- polycarbonate sheets for roofing
- polycarbonate sheets for sides
- polycarbonate ends
- ridge base extrusion and ridge cap extrusion
- intermediate extrusion
- end rafter extrusion
- base extrusion
- H splice
- sticks of cap
- aluminum angle
- washers and screws
- exhaust fans with a single speed 1 hp motor, 2 per greenhouse
- evaporative cooling system
- internal circulation fans, 2 per greenhouse
- wall vent system
- front and rear glass doors
- heaters, hanger kit, vent pipe, and natural gas conversion kit, one per greenhouse
- Environmental controller that regulates temperature, evaporative cooling system, exhaust fans, internal circulation fans, heater, and light system
- 24v motor with mounting hardware and vent control
- Concrete drive pins
- Shade cloth with a 51% shading factor with grommets every 2' on center and system to allow attachment to greenhouse. Shade cloth must cover roof and sides of greenhouses
- 400w LED lighting system, 6 lights per greenhouse, operated by on/off timer controlled through environmental controller

- Repair, if necessary, damaged concrete block and seal all cracks in the block.

The Contractor will verify all dimensions and site conditions prior to beginning work. No Government equipment will be available for use by the Contractor. Contractor will be responsible for unloading materials upon their arrival to the worksite. The Contractor must provide their own restroom facility. Contractor will be responsible for site preparation and foundation specifications for the refurbished structures. Contractor will be responsible for pulling any required permits for the project. Contractor will be responsible for the removal of existing greenhouse coverings and equipment. Waster materials will be disposed of in dumpster provided by contractor. Greenhouse power, water and gas must be disconnected/turned off by contractors prior to commencement of any removal work. Contractor will be responsible for Installation of all equipment, including wiring in of all equipment, and connection/turn on of electricity, water, and gas to newly installed equipment. Contractor will provide training of ARS employees on controllers and operations after job completion

## 2.2. LOCATION OF WORK

6383 Mahan Drive, Tallahassee, Florida 32308.



## 2.3. PRE-BID SITE VISIT

Interested vendors are encouraged to visit the site and be escorted by a government representative to confirm locations, dimensions, and conditions of the project before a quote is submitted. The purpose of a site visit is to observe conditions relevant to the completion of this project. No consideration will be given to claims based on lack of knowledge of existing conditions, except where contract documents detail definite provisions for adjustment in cost or extension due to existing conditions not readily foreseeable.

## 3. PROJECT SCHEDULE

- 3.1. The completion of the project must not exceed one hundred twenty (120) calendar days from the date of the contract award.
- 3.2. The Contractor must prepare an overall project schedule including milestone dates for all phases of work and completion date; submit to the COR for approval. The Contractor must track all work progress to ensure that the project is completed according to the schedule. Include work week schedule with daily starting and stopping time.
- 3.3. The Contractor must coordinate and confirm the dates for all work with the COR. If necessary, any request for a time extension must be submitted to the Contracting Specialist in writing. Each request must include specific and detailed reasons in support of the schedule alteration and provide an updated schedule for completion. No extension of the period of performance may be given without the written authority of the CO.
- 3.4. Project work hours are 7:00 am and 4:00 pm, local time, Monday through Friday; federal holidays excluded. The contractor is not required to provide services on recognized Federal holidays established by Federal law (5 U.S.C. 6103). Any changes to work schedule must be submitted to CO for written approval prior to any schedule change.

#### 4. GENERAL REQUIREMENTS

##### 4.1. PERMITS

The Contractor must obtain all building and trade permits necessary to include any drawings, plans, permit and inspection fees, utility location, site surveys, and any other items necessary for compliance with state, local, and federal building authorities.

##### 4.2. SAFETY

The Contractor must submit a Site Safety Specific Plan/Accident Prevention Plan (Plan) in industry recognizable format to the COR within seven (7) days of contract award. The Plan must include phone numbers and maps to local physician offices and the nearest hospital. The Government will review and approve the Plan before issuance of the NTP.

##### 4.3. EXISTING INSTALLATIONS/DEMOLITION

Coordinate removal of existing installations with COR. All disturbances of existing systems must be coordinated with the COR to prevent disconnecting equipment that may jeopardize on-going research.

##### 4.4. QUALITY CONTROL

Provide quality control to ensure that all components of project work meet the requirements of the contract specifications. Ensure that all work not acceptable or compliant with the specifications is corrected prior to inspection or review by the COR. Quality control is the exclusive responsibility of the Contractor.

##### 4.5. PROTECTION OF WORK AND PROPERTY/SAFETY REQUIREMENTS

- 4.5.1. The Contractor must protect the work, the site, and all existing property and structures within the limits of the construction activities or that may be affected

thereby until acceptance of the work. Any damage to property must be repaired at the Contractor's expense to pre-damaged condition to the satisfaction of the COR.

- 4.5.2. Safety and health matters, as they relate to the work, are the exclusive responsibility of the Contractor. The Contractor must furnish, erect, and maintain barricades, warning lights, signs, guards, or take other precautions as may be required by law or local authorities of the protection and security.
- 4.5.3. Open depressions and excavations occurring as part of this work must be adequately barricaded or fenced to prevent vehicle or pedestrian traffic into the work area.
- 4.5.4. Provide continuous noise and dust abatement as required to prevent disturbance and nuisance to the public and workers and to the occupants of adjacent premises and surrounding areas. Dampen or cover areas affected by demolition operations as necessary to prevent dust nuisance.
- 4.5.5. The contract documents may not represent all surface conditions at the site and adjoining areas. The known surface conditions are as indicated and must be compared with actual conditions before commencement of work and the cost must be included in the Contractor's quote.
- 4.5.6. The Government will not furnish any labor or equipment to unload or move materials or supplies.

## 5. UTILIZATION OF BIOBASED PRODUCTS

The Contractor must utilize products and material based from bio-based materials as applicable, (e.g. bio-based greases; bio-based hydraulic fluids, bio-based absorbents), to the maximum extent possible without jeopardizing the intended end use or detracting from the overall quality delivered to the Government. All supplies and materials must be of a type and quality that conform to the applicable federal specifications and standards. All supplies and materials to be used in the performance of work described herein are subject to the approval of the Contracting Officer Representative (COR). Products can be found at: [www.biopreferred.gov](http://www.biopreferred.gov).

## 6. DISPOSAL OF REMOVED MATERIALS AND DEBRIS

- 6.1. The Contractor must dispose of removed, materials, waste, trash, and debris in a safe, acceptable manner, in accordance with applicable laws and ordinances and as prescribed by authorities having jurisdiction.
- 6.2. Burying of trash and debris on the site is prohibited. Burning of trash and debris at the site is prohibited.
- 6.3. Remove trash and debris from the site at frequent intervals so that its presence will not delay the progress of the work or cause hazardous conditions for workers and the public.
- 6.4. Removed materials, trash, and debris must become the property of the Contractor and must be removed from the project site and be disposed of in a legal manner. Location of disposal site and length of haul are the Contractor's responsibility.
- 6.5. The contractor should make every effort to recycle as much of the construction debris

as possible.

6.6. Any waste materials encountered during the demolition that are found to contain lead, asbestos, polychlorinated biphenyls (PCB), fluorescent lamps, or any hazardous substances are to be handled and removed in accordance with local, state, and federal laws and requirements concerning hazardous waste as well as any specific hazardous waste requirements stated in different sections.

6.7. Comply with hauling and disposal regulations of authorities having jurisdiction, per federal, state, and local requirements.

7. CLEANUP

The construction site must be kept clean and free of debris at all times. Restore areas disturbed as nearly as possible to the original appearance and condition. Upon completion of the project, and prior to final inspection, the Contractor must remove from the premises all unused material, trash, and debris resulting from the work to the satisfaction of the COR.

8. INSPECTION AND ACCEPTANCE

A government representative will inspect and approve the work performed on this project. The Contractor must schedule inspection a minimum of three (3) days in advance, in writing, to the COR and CO.

9. FINAL PAYMENT/CONTRACT CLOSEOUT

The following documents are required prior to final payment (other documents may also be required): Release of Liens, Release of Claims, Employee Payroll\Timesheets, and Invoice.