



JARRETT B. PERLOW
CIRCUIT EXECUTIVE

**UNITED STATES COURT OF APPEALS
FOR THE FEDERAL CIRCUIT**
717 MADISON PLACE, N.W.
WASHINGTON, D.C. 20439

PATRICK B. CHESNUT
DEPUTY CIRCUIT EXECUTIVE
202-275-8020

Statement of Work

PROJECT IDENTIFICATION

Project Title: Dolley Madison House Exterior Painting

Building: Dolley Madison House #DC0111ZZ

Building Location: 717 Madison Place, NW
Washington, DC 20439

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1. PROJECT INFORMATION

1.1. PROJECT SUMMARY

1.1.1. Refresh finishes of exterior of Dolley Madison House.

1.1.2. The contractor shall coordinate work and gain approvals required in this Statement of Work (SOW) with the United States Court of Appeals for the Federal Circuit (hereinafter referred to as the “Court” or the “Government”) Contracting Office (CO) and the Contracting Officer’s Representative/Project Manager (COR/PM) as required.

1.2. CONTRACT TYPE

1.2.1. This project is a firm-fixed price unless otherwise noted in the RFQ. The services shall include, but shall not be limited to, the following:

1.2.1.1. Contract Management

1.2.1.2. Construction Services including Materials, Labor, and Supervision

1.2.1.3. Professional Inspection and Testing Services as needed.

1.3. PROJECT OBJECTIVES:

1.3.1. To be considered successful, the project must achieve the following objectives:

1.3.1.1. Deliver the project on time and within budget.

1.3.1.2. Complete the project with no security violations or safety incidents.

1.3.1.3. Establish and maintain positive relationships with the tenant(s), public authorities, jurisdictions, and neighborhood.

1.3.1.4. Ensure a safe work environment during construction for workers and all building employees and visitors.

1.3.1.5. Provide timely reports and communications.

1.3.1.6. Ensure all sensitive documents are handled, distributed, archived, and destroyed according to established project procedures.

1.3.1.7. Follow all security requirements of the facility in the delivery of this project.

1.4. PROJECT SCHEDULE

1.4.1. The overall Period of Performance shall be as noted in the award.

1.4.2. Project close out shall be no greater than 30 days after the date of Substantial Completion unless agreed to by all parties in advance.

1.4.3. All actions by the Court counted in calendar days shall begin the first calendar day after the submission unless the submission is made before 9:00 a.m.

2. SCOPE OF WORK

2.1. This section details the technical requirements and constraints for which the Contractor is responsible. The Contractor shall perform all services described in this SOW. The CO and the COR/PM must approve all proposed changes to the SOW in writing prior to their being incorporated into the work in any way.

2.2. PROJECT REQUIREMENTS

2.2.1. Base Bid

2.2.1.1. Refer to attached Design Drawings and Specifications for the preparation of surfaces and painting of the Dolley Madison House exterior. All currently painted exterior surfaces shall be painted.

2.2.2. Add Alternate One

2.2.2.1. Refer to attached Design Drawings and Specifications for the add alternate to refurbish and repair windows.

2.2.3. Permits and Responsibilities

2.2.3.1. Per FAR 52.236-7 Permits and Responsibilities, the Contractor shall, without additional expense to the Court, 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 also be responsible for all damages to persons or property that occur as a result of the Contractor's fault or negligence. The Contractor shall also be responsible for all materials delivered, and work performed until completion and acceptance of the entire work, except for any completed unit of work which may have been accepted under the contract.

2.2.3.2. The contractor shall be responsible for relocating any electrical and/or mechanical building system components necessary to perform this work. Any system deemed necessary to relocate and not described in this SOW shall only be relocated after written notification to and approval from the Court.

2.3. PROJECT SITE REQUIREMENTS

2.3.1. **SITE VISIT:** The Contractor may visit the site prior to submitting a bid to examine the existing conditions. Refer to RFQ document for specifics on scheduling a site visit. A non-disclosure agreement must be signed prior to the walkthrough. It is the Contractor's responsibility to understand the specific conditions in the space the project is to be constructed. The Contractor shall identify any discrepancies and site conditions prior to submission of a bid.

2.3.2. WORK RESTRICTIONS

2.3.2.1. The Contractor shall verify for accuracy any information supplied by the Government. The Contractor shall survey the entire worksite and verify and be responsible for all field dimensions and conditions and shall notify the Court of any discrepancies before proceeding with the work. This includes all areas of the building, structure, and site affected by the removal and demolition work, and the alterations and new construction work, prior to initiation of constructions.

2.3.2.2. The Contractor shall limit the use of the premises to the work areas indicated, to allow for Court and Government occupancy and public use. The Court reserves the right to perform work, or retain other contractors to perform work, on portions of the project.

2.3.2.3. The building is to remain fully operational throughout the entirety of the project, with no disruption to tenant operations.

2.3.2.4. All corridors, hallways, and adjacent non-project spaces shall be kept clean and free of dirt, trash, and debris during the performance of this project. All work areas must be cleaned at the end of every workday.

2.3.2.5. The work shall be sequenced to minimize disruption to building occupants, visitors, and maintenance activities, in coordination with Court schedules. To the greatest extent feasible, demolition work should not take place until supplies are on hand to perform new work.

2.3.2.6. The Contractor shall coordinate all work activities with the Court to ensure proper security and access arrangements are made without impact on construction.

2.3.2.7. When applicable, the contractor shall employ adequate dust control and floor finish protection measures.

2.3.2.8. All tools, carts, materials, etc. shall remain under control and attended to at all times and may not be left unattended in public areas. Unattended sharp tools may be confiscated by the CSOs for security purposes and may be picked up from their offices.

2.3.3. ADDITIONAL REQUIREMENTS

2.3.3.1. Refer to attached NCB Contractor Access Requirements document for additional information and requirements for working in the National Courts Buildings.

2.3.4. EXISTING CONDITIONS:

2.3.4.1. All Government property or systems displaced, altered, or damaged during the performance of this contract other than stated in this SOW shall be restored to its original condition at no cost to the Government. These repairs, if needed, shall be executed immediately when the Contractor is notified by the Court that such repairs are required due to actions by the Contractor or his/her Subcontractors. Repair work plan and repair work requiring specialty contractors shall be approved by the Court prior to the beginning of repair work.

2.3.4.2. Maintenance of Existing Equipment – Contractor shall collect information as needed from the Court, building management, or O&M staff for work to be done on any existing equipment or building systems for awareness and knowledge.

2.3.4.3. Assessment – All due diligence must be performed to assess the existing conditions of the site, building, perimeter security, and roadway access for the proposed project.

2.3.4.4. Survey – A thorough survey appropriate to the project must be done in order to understand the existing conditions and how the proposed project will impact the use, occupancy, and surrounding areas.

2.4. ATTIC STOCK

2.4.1. The contractor shall provide one unopened container of each wall or surface finish for attic stock.

2.5. RELEASE OF CLAIMS

2.5.1. The Contractor shall furnish the Government with a letter of release of all claims against the Government under the applicable portions of this contract. Letter shall be provided with the final payment request.

3. ATTACHMENTS

3.1. Design Drawings

3.2. Specifications

3.3. NCB Contractor Access Requirements