

<b>SOLICITATION, OFFER AND AWARD</b>			1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		RATING	PAGE OF PAGES 1   90	
2. CONTRACT NO.	3. SOLICITATION NO. W912P5-05-R-0052	4. TYPE OF SOLICITATION <input type="checkbox"/> SEALED BID (IFB) <input checked="" type="checkbox"/> NEGOTIATED (RFP)	5. DATE ISSUED 02 Aug 2005	6. REQUISITION/PURCHASE NO. W38XDD-5144-0272			
7. ISSUED BY US ARMY CORPS OF ENG.-NASHVILLE- W912P5 CELRN-CT, ROOM A604 110 NINTH AVE. SOUTH P O BOX 1070 NASHVILLE TN 37202-1070		CODE W912P5	8. ADDRESS OFFER TO (If other than Item 7)		CODE		
TEL: FAX (615) 736-7124		See Item 7			TEL: FAX:		

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

**SOLICITATION**

9. Sealed offers in original and 2 copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in 110 9th Ave So., Room A604 until 03:30 PM local time 16 Sep 2005  
(Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:	A. NAME VALERIE K CARLTON	B. TELEPHONE (Include area code) (NO COLLECT CALLS) 615-736-7278	C. E-MAIL ADDRESS Valerie.K.Carlton@usace.army.mil
---------------------------	------------------------------	---	---

**II. TABLE OF CONTENTS**

(X) SEC.	DESCRIPTION	PAGE(S)	(X) SEC.	DESCRIPTION	PAGE(S)
<b>PART I - THE SCHEDULE</b>			<b>PART II - CONTRACT CLAUSES</b>		
X A	SOLICITATION/ CONTRACT FORM	1	X I	CONTRACT CLAUSES	68 - 73
X B	SUPPLIES OR SERVICES AND PRICES/ COSTS	6 - 7	<b>PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS</b>		
X C	DESCRIPTION/ SPECS/ WORK STATEMENT	8 - 61	X J	LIST OF ATTACHMENTS	74 - 83
	D PACKAGING AND MARKING		<b>PART IV - REPRESENTATIONS AND INSTRUCTIONS</b>		
X E	INSPECTION AND ACCEPTANCE	62	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
X F	DELIVERIES OR PERFORMANCE	63 - 64			
X G	CONTRACT ADMINISTRATION DATA	65 - 66	X L	INSTRS, CONDS, AND NOTICES TO OFFERORS	84 - 86
X H	SPECIAL CONTRACT REQUIREMENTS	67	X M	EVALUATION FACTORS FOR AWARD	87 - 88

**OFFER (Must be fully completed by offeror)**

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within \_\_\_\_\_ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)			
14. ACKNOWLEDGMENT OF AMENDMENTS (The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated):	AMENDMENT NO.	DATE	AMENDMENT NO.

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
----------------------------------	------	----------	---

15B. TELEPHONE NO (Include area code)	15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE. <input type="checkbox"/>	17. SIGNATURE	18. OFFER DATE
---------------------------------------	--	---------------	----------------

**AWARD (To be completed by Government)**

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION	
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: <input type="checkbox"/> 10 U.S.C. 2304(c) ( ) <input type="checkbox"/> 41 U.S.C. 253(c) ( )		23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)	ITEM
24. ADMINISTERED BY (If other than Item 7)	CODE	25. PAYMENT WILL BE MADE BY	CODE

26. NAME OF CONTRACTING OFFICER (Type or print) TEL: _____ EMAIL: _____	27. UNITED STATES OF AMERICA (Signature of Contracting Officer)	28. AWARD DATE
--	--	----------------

**IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.**

Section Supplies or Services and Price

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
0001		1	Lump Sum		
	Base Year FFP Operation and Maintenance Services - 01 January 2006 through 31 December 2006 PURCHASE REQUEST NUMBER: W38XDD-5144-0272				

FOB: Destination

Section Inspection and Acceptance

INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	N/A
0005	N/A	N/A	N/A	N/A

Section Deliveries and Performance

DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-JAN-2006 TO 31-DEC-2006	N/A	N/A FOB: Destination	
0002	POP 01-JAN-2007 TO 31-DEC-2007	N/A	N/A FOB: Destination	
0003	POP 01-JAN-2008 TO 31-DEC-2008	N/A	N/A FOB: Destination	
0004	POP 01-JAN-2009 TO 31-DEC-2009	N/A	N/A FOB: Destination	
0005	POP 01-JAN-2010 TO 31-DEC-2010	N/A	N/A FOB: Destination	

Section Contract Administration Data

CONTRACT ADMINISTRATION DATA

96X31230000 082438 2540GB725L002840 NA 96403  
COST 000000000000  
CODE:  
AMOUNT: \$1.00

Section B - Supplies or Services and Prices

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
0002		1	Lump Sum		
OPTION	Option Year One FFP Operation and Maintenance Services - 01 January 2007 through 31 December 2007				

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
0003		1	Lump Sum		
OPTION	Option Year Two FFP Operation and Maintenance Services - 01 January 2008 through 31 December 2008				

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
0004		1	Lump Sum		
OPTION	Option Year Three FFP Operation and Maintenance Services - 01 January 2009 through 31 December 2009				

FOB: Destination

ITEM NO	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
0005		1	Lump Sum		
OPTION	Option Year Four FFP Operation and Maintenance Services - 01 January 2010 through 31 December 2010				

FOB: Destination

Section C - Descriptions and Specifications

DESCRIPTION AND SPECIFICATIONS

**TECHNICAL PROVISIONS**

**SECTION 0**

**GENERAL**

**TP-0.1 SCOPE OF WORK.** The Contractor shall furnish all necessary management, supervision, inspection, personnel, materials, supplies, parts, tools, equipment, transportation, vehicles, and fuel except as otherwise provided for herein, required to perform the operation and maintenance services within the area of responsibility, of the Center Hill Lake Water Resources Development Project. Hereafter referred to as Center Hill, as specified and in strict accordance with all Terms, Conditions, General, Specific and Technical Provisions, Drawings, Attachments, Exhibits, Tables, etc., contained herein or incorporated by reference. Incorporation by reference shall include any and all mandatory provisions required by the Federal Acquisition Regulation (FAR), whether referenced or not referenced, and current at time of award.

Estimated quantities and/or the work to be performed are approximate and are provided as information only to assist in preparation of proposals. They are not guaranteed and actual quantities may be more or less than shown. Variation in these estimated quantities shall not be justification for modification of the contract or request for additional payment. It is the contractor's responsibility to verify quantities by an on site review.

The purpose of this contract is to provide additional services that are not performed by Government personnel in routine operation and maintenance. The Government reserves the right to perform any or all of the services described herein with its own personnel or volunteers. The Contractor's work and responsibility shall include, but shall not be limited to, planning, programming, administration, supervision, management and inspection, necessary to assure that all services are conducted in accordance with the contract and all applicable laws, regulations, codes, or directives. The Contractor shall ensure that all work meets or exceeds critical reliability rates or tolerances specified or included in referenced documents. The Contractor shall perform all related contractor administrative services necessary to perform the work such as supply, procurement, quality control, work scheduling, contractor financial control, and maintenance of accurate/complete records and files.

Minor repairs, renovation, lake fluctuation, or lack of funds may cause the temporary or permanent closing of some portions or all of some areas or may cause reduced frequency of services ordered. Such events will not be a basis for a claim under this contract. The contractor's work schedule shall be sufficiently flexible to meet these changing demands.

**TP-0.2 BACKGROUND.** Center Hill Lake is located on the Caney Fork River 60 miles east of Nashville, Tennessee and 20 miles west of Cookeville, Tennessee. The areas of work are located in Dekalb, Putnam, White and Warren counties in Tennessee. Principle cities in the area are Smithville, Cookeville, and Sparta, Tennessee.

**TP-0.3 WORKING HOURS.** Normal working hours and days, except as otherwise specified or approved in advance by the Representative of the Contracting Officer (COR), shall be Monday through Friday, 6 am to 5:30 pm and for recreational area requirements shall include Saturdays and Sundays between 6 am and 5:30 pm.

The ten (10) Federal Holidays observed are:

New Years Day - January 1st

Martin Luther King's Birthday - 3rd Monday in January



Presidents Day - 3rd Monday in February  
Memorial Day - Last Monday in May  
Independence Day - July 4th  
Labor Day - 1st Monday in September  
Columbus Day - 2nd Monday in October  
Veterans Day - November 11th  
Thanksgiving Day - 4th Thursday in November  
Christmas Day - December 25th

Work shall be performed on Memorial Day, Independence Day, Labor Day and Columbus Day holidays as scheduled, in parks and recreational areas only. Additional personnel may be required to adequately take care of heavy public visitation during holidays.

When one of the above holidays falls on Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on Saturday, the proceeding Friday is observed as a holiday. Work that interferes with other ongoing functions at Center Hill Lake shall be scheduled around normal working hours, as specified by the COR. Work shall be scheduled around the above listed Federal Holidays except as specified herein or as approved by the COR. Refer to the individual sections of this contract for specific technical provisions of work.

**TP-0.4 PERMITS AND LICENSES.** The Contractor shall, at their own expense, obtain any licenses or permits required to perform the contract. The Contractor shall comply with all current Federal, state, and local laws and regulations and any subsequent changes.

**TP-0.5 IDENTIFICATION OF CONTRACT EMPLOYEES AND VEHICLES.** The Contractor shall furnish uniforms to his/her regular employees, (other than office and clerical personnel), major subcontractors and their employees performing services under this contract. The uniforms shall be coveralls or shirt-pants combination. A company identification patch will be worn on the breast pocket or on the sleeve at the top of the arm. Such identification shall be provided within thirty days after notice of award of the contract. All vehicles used in the performance of work by the Contractor or subcontractor shall be identified with the company name prominently displayed in not less than two inch letters on the outside of both front doors of each vehicle in such a manner as to provide a readily visible means of identification. Logos shall not be used in lieu of the above described vehicle identification.

**TP-0.6 SAFETY AND SECURITY REQUIREMENTS.** If the Contractor fails or refuses to promptly comply with safety and security requirements as specified herein, the COR may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stoppage shall be subject to claim for extension of time or for excess costs or damages to the Contractor. Also, the Contractor will not be paid for work not performed as a result of the stop order. The Contractor shall comply with all current Environmental Compliance Regulations, provisions of the Occupational Safety and Health Act (OSHA), in addition to the standards of the Corps of Engineers Manual, EM 385-1-1, "Safety and Health Requirements Manual". EM 385-1-1 can be viewed at website <http://www.usace.army.mil/inet/usace-docs/eng-manuals/em385-1-1/toc.htm>. The Contractor shall submit a written safety plan before the contract begins and an Activity Hazard Analysis (AHA) prior to commencing work on any delivery order.

The Contractor will be furnished keys to those buildings and areas where access is necessary to perform the work described herein or as determined to be necessary by the COR. The contractor or any contract/subcontractor employees shall not duplicate government keys. Additional keys required by the Contractor will be furnished by the COR. Security of the keys shall be the responsibility of the Contractor. Failure by the Contractor to provide adequate key security or key damage/loss will result in a deduction from the payment due the Contractor in the amount of \$20 per lost or damaged key and the cost to reconfigure any locks affected at the rate charged by the manufacturer plus the installation labor to perform the work.

The contractor is responsible for the actions of all personnel and subcontractors performing any work related to this contract. Critical areas are safety performance, activity hazard analysis, conduct standards enforcement and job duty documentation. All employees will receive pre-work AHA safety instruction. Additionally, employees will be given instruction in the use of any Protective Personnel Equipment that they are required to use.

Contract employee safety meetings will be held monthly. Reports will include the names of employees present with comments or recommendations, a permanent copy will be maintained in the Contractor's files and a copy will be provided monthly to the COR.

**TP-0.7 ACCIDENT REPORTING.** The Contractor shall maintain an accurate record of, and shall report to the COR, in the manner and on the forms prescribed by the COR, all accidents within 24 hours of the occurrence. All serious accidents (those resulting in death or injury requiring medical attention) shall be reported immediately. The Contractor shall furnish once monthly by the 5th day of the month to the COR, a monthly Man Hour Accident Report, ORN-FL 31, provided by the COR.

**TP-0.8 DAMAGE REPORTS.** In all instances where Government property and/or equipment is damaged or lost by Contractor employees, a verbal notification shall be made by the next workday to the COR. A detailed written report of the incident and extent of such damage shall be submitted within two days (less weekends and holidays) of occurrence to the COR.

**TP-0.9 CONTRACT EMPLOYEES.** All contract employees and subcontractors shall conduct themselves in a manner acceptable to the COR at all times. Since the majority of work will be performed in the presence of the general public, the conduct of all employees and/or subcontractors is critical and will be closely monitored. No alcoholic or intoxicating beverages, illegal drugs or controlled substances not prescribed by a physician, shall be possessed, consumed, or be under influence of while on duty.

The Contractor shall remove from the site any individual whose continued employment is deemed by the COR to be contrary to the public interest or inconsistent with the best interests of the U.S. Army Corps of Engineers.

The COR will require the Contractor to immediately remove from the work site anyone who is incompetent or who endangers persons, property, or whose physical or mental condition is such that it would impair the employee's ability to satisfactorily perform the work. Notification to the Contractor will be made in writing if time and circumstances permit. Otherwise, notification will be verbal and shall be confirmed in writing as soon as possible. No such removal, however, will reduce the Contractor's obligation to perform all work required under this contract and immediate replacement shall be made as required.

**TP-0.10 DAMAGE OR LOSS OF CONTRACTOR'S SUPPLIES AND PROPERTY.** The Contractor is responsible for taking the action necessary to protect all Contractor property and the personal property of Contractor employees from loss, damage or theft. Government assumes no responsibility for loss, damage, or theft, of the above.

**TP-0.11 SUPERINTENDENT / SUPERVISION.** The Contractor shall act as, or provide a Superintendent physically on-site whenever the work specified herein is being performed. The Contractor shall furnish, in writing, to the COR, the name(s) of assigned Superintendent(s) and/or substitutes, for on-the-job contact and supervision purposes. The Superintendent shall deal directly with only the COR or a designated representative, for normal day-to-day administration of the contract provisions. The Superintendent shall conduct overall management coordination and be the central point of contact with the Government for performance of all work under this contract.

The Superintendent and any individual designated to act for him/her, shall have full authority to contractually commit the Contractor for prompt action on matters pertaining to administration of the entire contract.

Superintendent(s) shall be required to attend pre-work conferences prior to commencing work under this contract. The Contractor's superintendent shall be equipped with suitable communication devices to allow constant communications between the contractor and Government representatives.

The Contractor or Superintendent shall contact the COR or a designated representative daily or as directed by the COR, to coordinate the work schedule in compliance with the terms of the contract and to arrange satisfactory working agreements. The Contractor shall develop and maintain a communications list to address day-to-day emergency communications with the Superintendent.

**TP-0.12 ENVIRONMENTAL PROGRAM.** The Contractor shall comply with federal, state, and local laws, regulations and standards regarding environmental protection. As an initial reference, many Federal regulations are identified in The Environmental Assessment and Management Guide (TEAM) and OSHA manuals. However, Tennessee State regulations are also applicable to work performed under this contract. All environmental protection matters shall be coordinated with the COR. The contractor shall identify all hazardous waste associated with conducting required work items, and properly label, handle and dispose of such waste in accordance with applicable regulations. The contractor shall address hazardous materials and hazardous waste on an AHA prior to commencing work. No hazardous materials or waste shall be stored or stockpiled on government facilities without prior COR approval. The contractor shall furnish the COR, Material Safety Data Sheets (MSDS), and an inventory list for all items stored or in use by Contractor employees at Government facilities.

All lake project facilities operated by the Contractor may be inspected by the COR, or other Federal, State and local officials on a non-notice basis. Inspection access shall be granted upon request. Citations against Government facilities operated by the Contractor for noncompliance with environmental standards are a matter for resolution between the Government and the issuing office. The Government will pay assessment of fines or penalties associated with citations issued by Federal, state or local officials. If the citations are issued due to faulty operation or maintenance practices, the COR will deduct the fine from any money due the Contractor.

**TP-0.13 PERFORMANCE EVALUATION MEETINGS.** The Contractor or the Superintendent, or both, shall meet with the COR (or a designated representative) monthly or on a schedule determined by the COR. However, a meeting will be held not later than one normal workday after a Contract Deficiency Report (CDR) is issued. Mutual effort shall be made to resolve any and all problems identified.

**TP-0.14 QUALITY CONTROL PROGRAM.**

a. General. The Contractor shall be responsible for maintaining adequate quality control to satisfactorily meet the specifications of this contract through the development of a Quality Control Plan (see Section L "Content and Format Proposal" and Section M "Evaluation Factors For Award"). The Government will assure quality performance through a Quality Assurance Surveillance Plan (see Exhibit A). Combined, these two programs form the Government's Quality Assurance Program.

b. Quality Control. The Contractor shall establish a complete quality control program to assure the requirements of the contract are provided as specified under all sections of the contract. The Contractor's Quality Control Plan will be implemented at the contract start-up; unless a new plan of the Contractor's basic quality control program is submitted and approved by the COR. Updated versions of the plan will be submitted as any changes occur thereafter. The program shall include, but not be limited to the following:

1. An inspection system that covers all of the services ordered under each section of the contract. This shall include inspection of work performed on weekends such as cleaning services, park attendant services, Section 1 work orders, and any work performed by subcontractors. It must specify the areas to be inspected, the inspection schedule (how and when the inspection will be done) and the individuals who will do the inspection

2. A method of identifying and correcting deficiencies in the quality of services performed before the level of performance is unacceptable.

c. Inspections. The Contractor shall maintain a record of all Quality Control Inspection Reports conducted by the Contractor inspectors and shall furnish a copy daily to the COR by close of business each day. Inspectors shall be employees of the Contractor. However, the Contractor's Superintendent and employees of a subcontractor shall not act as Quality Control Inspector. This daily record of inspection shall cover all work items scheduled to be performed, shall be signed by the Quality Control Inspector, and shall include the following items as a minimum:

- |                             |   |
|-----------------------------|---|
| 1. Inspector's name         | 6. Items inspected  |
| 2. Park or area             | 7. Defects encountered                                    |
| 3. Date                     | 8. Corrective actions taken                               |
| 4. Weather                  | 9. Safety violations                                      |
| 5. Time in/out of park/area | 10. List of damaged, inoperable, or vandalized facilities |

**TP-0.15 QUALITY ASSURANCE.** The Government will monitor the Contractor's performance in each functional area under this contract. The Government reserves the right to use whatever surveillance procedures are deemed appropriate.

If the Contractor fails to perform according to the performance standards, a Notification of Contract Deficiency or Contract Deficiency Report (CDR), will be issued by the COR. The Contractor shall explain, in writing, why performance was not satisfactory and how recurrence of the problem will be prevented in the future.

The Government will monitor the Contractor's services, as described in Exhibit A. The Government reserves the right to alter or change the type of inspection plan at its discretion at any time, and to make deductions accordingly.

Should the Contractor fail to satisfactorily perform any routine service (i.e. litter pickup, trash removal, restroom cleaning, etc.) that is required on a daily basis or at a specific time, that service will be rejected. If the nature and the schedule of this type of work do not afford an opportunity to re-perform the service, a deduction for the work not performed will be made in accordance with the current inspection method in use.

Defects and deficiencies in Contractor performance, and re-performance of same, will be in accordance with a payment analysis addressed in the Government's surveillance plan (QASP). However, the Government reserves the right to use Contract Clauses for this purpose in lieu of payment analysis. Deductions will be based on the Contractor's bid schedule, or the Government cost to do the work, or the Government cost to have another contractor perform the work, or as outlined in the payments clause of the contract.

The Contractor's performance will be evaluated monthly and at the end of the performance period as set forth in the contract schedule. However, interim evaluations may be prepared at any time during the contract performance when determined to be in the best interest of the Government. Contractor's written comments will be made a part of the official record.

**TP-0.16 INTERRUPTIONS TO SYSTEMS.** All work that would necessitate an interruption to the project utility systems or otherwise disrupt building occupants and/or the visiting public shall be fully coordinated and approved in advance by the COR.

**TP-0.17 GOVERNMENT FURNISHED ITEMS (GFI).**

a. General: A certain amount of Government owned facilities, materials, and supplies are on hand and may be available for use by the Contractor. The Contractor shall be responsible for the proper storage, inventory, maintenance, transportation, and security of all GFI. If both the Government and the Contractor have a simultaneous

demand for facilities, materials, or supplies, the Government will have priority. The Contractor has the option to reject any or all Government furnished property or items. However, if rejected, Contractor shall provide all necessary property or items, adequate in quantity and suitable for the intended purpose, to perform all work and provide all services at no additional cost to the Government. All Government furnished facilities, property or items are provided in "as is" condition and shall be used only in connection with performance of work under this contract consistent with all Federal, Department of Defense, and Environmental Act Policies, standards, codes, or directives.

The Contractor should inspect this property prior to use to ascertain safe condition and to assure safe operation by his/her employees. The Contractor shall assume all liability for claims arising from its use or misuse while in the Contractor's possession and shall hold the Government harmless from any claims by Contractor employees or others.

Should the Government require the Contractor to use any Government furnished equipment, the Government will provide all fuels, lubricants, or other materials, supplies and parts necessary to use such items. Should the Contractor request the use of Government furnished equipment, the Contractor shall provide all fuels, lubricants, or other materials, supplies and parts necessary to operate such items at no cost to the Government.

GFI will be made available from various storage areas on the project or from various suppliers in the vicinity of the project. The Contractor shall be responsible for the proper care, storage, safeguarding and transporting of all GFI. The Contractor will not be paid separately for the loading or transportation of incidental GFI (paint, plywood, lumber, parts or other items readily transportable by a pickup truck). Payment will be allowed and included in non-routine Delivery Order estimates for loading and transportation of large site specific GFI such as timbers, courtesy floats, etc. Any GFI that is lost or damaged through negligence of the Contractor shall be replaced or repaired by the Contractor to the satisfaction of the COR. The Contractor shall sign for all GFI on the forms provided by the Government.

Items that are procured for the proper and efficient operation, maintenance and repairs of the Center Hill Lake Project will remain the property of the Government. All items shall be maintained, stored and used in accordance with good maintenance and storage practices, procedures and regulations, which are subject to review, inspection and approval by the COR. The Contractor shall have an accounting system for tracking usage of GFI and any leftover or unused materials or supplies shall be returned to the Government.

b. Government Furnished Facilities. Suitable space will be provided for the Contractor's use under this contract as listed below:

1. Equipment building/area for tool and equipment storage.
2. A site with all utilities for a single width mobile home, for the Superintendent's residence.

The Contractor shall maintain such building and storage space to the same or higher standards as similar areas occupied by the Government and shall assume responsibility for the safekeeping of facilities provided. At the completion of the contract, all the Contractor's equipment and supplies shall be removed from Government property and all GFI, facilities and equipment shall be returned to the Government in the same condition as received, except for reasonable wear and tear. The Contractor shall be held responsible for the cost of any repairs caused by negligence on the part of the Contractor or Contractor employees. Modifications or changes shall not be made to any GFI without prior written approval of the COR. Any modifications to the GFI shall be at the Contractor's expense. The facilities provided consist of buildings and associated yard space, and shall include the existing hook-ups for electricity, water, and sewage.

The Contractor shall be responsible for maintaining physical security for Government furnished facilities and property. Should the Contractor reject any or all Government furnished facilities, the Contractor shall provide all necessary facilities at no cost to the Government. All GFI shall be used only for the performance of work specified herein. No personal vehicles or equipment shall be stored on Government property. Private vehicles shall not be parked overnight at Government facilities, except for in conjunction with the Superintendent's residence.

c. Telephones. The Contractor shall be responsible for providing all necessary telephones, communication systems, and services for Contractor functions under this contract at no cost to the Government. At least one telephone shall be installed at the Contractor's office to provide communications with the COR. The Government will provide telephones and service for "Official Business" at park attendant entrance stations.

d. Utilities. The Contractor may use Government utilities where available. The Contractor shall make a dedicated effort to conserve utilities and shall comply with all Government regulations regarding energy conservation. Government furnished utilities shall be used only in the performance of work specified in this contract, or approved by the COR. Where water or electricity is not provided, the Contractor must obtain them from other sources at no additional expense to the Government.

e. Forms. The Government will provide all Department of Defense forms required to be used under this contract.

#### **TP-0.18 CONTRACTOR FURNISHED ITEMS (CFI).**

a. General. Except as described elsewhere in this contract, the Contractor shall furnish all personnel, management, inspection, facilities, vehicles, transportation, equipment, fuels, lubricants, operators, supplies, tools, materials, and parts necessary to accomplish all required services. All CFI shall meet all applicable Federal, Department of Defense, Department of the Army, State and local laws or regulations. The Contractor shall provide the COR an inventory list of all CFI being stored on the project. Contractor or Superintendent personal property will be retained at the mobile home site provided and maintained in a neat and orderly manner. Any personal property located on the project must receive prior approval by the COR. Company property owned but not used at the Center Hill Lake shall not be stored on the project. Material Safety Data Sheets (MSDS) shall be provided for all chemicals, cleaners, etc. stored or used on Government property. Unless otherwise specified, when the Contractor provides services under a Delivery Order, the Contractor shall provide all necessary "tools of the trade" to accomplish the work. This includes the vehicles necessary to transport incidental GFI, materials, supplies, equipment, craft hand tools, common industry power tools, and/or Contractor personnel to and from the job site.

b. Contractor Office. The Contractor shall provide a building and establish and maintain an office on the Lake Project for the sole purpose of conducting the day-to-day administration of this contract. This office shall have telephones and service provided by the contractor.

c. Quality. All Contractor furnished supplies, parts, and materials used shall be new and of a quality equal to or better than the items to be replaced. The items used shall be standard products of manufacturers regularly engaged in the production of such items. All Contractor furnished items are subject to approval by the COR prior to being used.

**TP-0.19 SAFEGUARDING GOVERNMENT PROPERTY.** The Contractor shall cooperate with Government personnel in safeguarding Government property. The Contractor shall be responsible for reporting all acts of vandalism, larceny, or pilferage to the COR. The Contractor shall establish security procedures and safeguards that are compatible with the Government's existing procedures to protect all equipment, materials, supplies, tools, and other resources. The Contractor shall cooperate with and provide any assistance necessary to the Government during any audits or usage checks of expendable property and inventories of nonexpendable property. The Contractor shall maintain accurate records and make them available to the Government upon request.

**TP-0.20 NOTIFICATION OF WORK TO BE DONE.** Upon notification of work required under these specifications, the Contractor shall begin work within forty-eight (48) hours after receipt of the notification, or unless approved in advance by the COR. With the exception of emergency work (Item #001), which requires immediate action, absolutely no work shall begin prior to issuance of a Delivery Order.

**TP-0.21 MINIMUM PERSONNEL REQUIREMENTS.** The Contractor shall provide an adequate number of fully qualified personnel to perform the work specified herein. The Contractor shall provide a list of alternate contacts to the COR, in the event that emergency work must be initiated.

**TP-0.22 MINIMUM PERSONNEL QUALIFICATIONS.** Only properly trained, certified, or licensed employees and subcontractors shall be used in the appropriate expertise as required by Federal, State, County, or City government in the performance of this contract. All employees and subcontractors shall have the education, experience and/or knowledge to provide a comprehensive understanding of the systems, components, and facilities to be serviced, operated, and maintained. All workers shall be subject to such Government regulations as are applicable during the time spent performing work under this contract. No one under the age of eighteen (18) shall be allowed to perform work under this contract.

**TP-0.23 OTHER CONTRACTS.** The Government may undertake or award other contracts or have lessees or volunteers performing certain work. The Contractor shall fully cooperate with such other contractors, lessees, volunteers, or government employees and carefully fit their own work to such other additional work as may be directed by the COR. The Contractor shall not commit or permit any act that will interfere with the performance of work by another contractor, lessee, or government employee. The COR can alter the work schedules of the other contractors, lessees, volunteers, government employees or the Service Contractor to avoid possible conflicts. Any such change or failure to make such a change by the COR shall not be the basis for a claim by the Contractor.

**TP-0.24 INCLEMENT WEATHER AND HOLIDAY WORK.** The Contractor shall maintain the schedule of services regardless of inclement weather. Exceptions can be approved by the COR when severe conditions make it impracticable or dangerous to perform the work. Work performed under sections of the contract for routine services shall be performed on holidays as scheduled in those specifications or as approved by the COR.

**TP-0.25 APPLICABLE PUBLICATIONS.** The Contractor shall perform technical work in accordance with applicable publications. They include but are not limited to:

- a. Operating Manuals
- b. Repair Manuals
- c. Maintenance Manuals
- d. Industrial Standards and Codes

**TP-0.26 DAMAGE TO GOVERNMENT PROPERTY.** The Contractor shall use reasonable care to avoid damaging buildings, equipment, vegetation, and other Government property. If the Contractor's failure to use reasonable care causes damage to or loss of any of this property, the Contractor shall replace or repair the damage, at no cost to the Government, as the COR directs. If the Contractor fails or refuses to make such repairs or replacement, the Contractor shall be liable for the cost, which will be deducted from the contract price.

**TP-0.27 DEFINITIONS.** As used throughout all descriptions and specifications, Exhibit B lists terms and meanings not contained in specific technical provisions that require further defining.

## **TECHNICAL PROVISIONS**

### **SECTION 1**

#### **EMERGENCY & NON-ROUTINE WORK**

TP-1.1 The Contractor shall provide all qualified personnel, materials, supplies, tools, parts, equipment, vehicles and transportation to perform the services required for the operation and maintenance and emergency and non-routine work, except as otherwise specified herein.

**TP-1.2 EMERGENCY WORK NOTIFICATION.** (Item #001) Emergency work is any work required to correct problems caused by failures or deficiencies to project facilities and property, which constitutes an immediate danger or health hazard or a threat to property. A surcharge will be paid to the Contractor as an additional cost per hour added to the basic hourly rate of services. The Contractor shall prepare an emergency response plan and present it to the COR prior to commencement of the contract. The plan shall provide detailed emergency response information. The name(s), address(s) and phone number(s) of the person to be contacted to perform emergency work shall be submitted to the COR prior to commencement of this contract. This list shall be updated with the COR as any changes occur. This emergency contact person(s) shall have the authority to act on behalf of the Contractor to perform the necessary emergency work without delay. Emergency work will be initiated by notice (phone call or other means) from the COR or a designated representative and the Contractor shall initiate corrective action immediately. The Contractor shall notify the COR immediately of any emergency work which cannot be completed within a 24-hour period. COR then has the option of using an outside source to complete the work. When emergency situations are recognized by the Contractor or Contractor personnel, the COR shall be contacted immediately and prior to initiating emergency work unless the nature of the emergency requires immediate action to preserve life or avoid injury. In such cases, the Contractor shall perform remedial work to temporarily correct the situation and shall advise the COR of the problem immediately.

**TP-1.3 NON-ROUTINE WORK (ITEMS # 002- #019)** The following procedure will be used prior to the issuance of Delivery Orders for those services having value based in whole or in part, on a hourly unit price for labor, equipment, or function.

a. The Contractor will be provided with a description and/or a specification of the work to be performed. This will normally be accomplished using ORN Form 564, or similar means (see Exhibit E – Delivery Order Cost Estimate).

b. The Contractor shall complete the form, sign and date it appropriately, then return it to the COR in no more than five (5) normal work days from the date of receipt. The Contractor's estimate shall not be based on dollar amounts, but rather on the number of units required for each service to be used to accomplish the work described or specified.

c. The Contractor's unit estimates will be reviewed by the Government to determine if they are fair and reasonable.

d. Should the estimates be considered unacceptable by the COR, the Contractor and the Contracting Officer shall enter into good faith discussions with a resulting determination by the Contracting Officer. Should subsequent discussions fail to resolve the matter, the Government reserves the right to obtain the services in question by whatever means deemed to be in the best interest of the Government, including its own workforce.

e. After an agreement has been reached on a fair and reasonable estimate, a Delivery Order will be issued. Upon issuance, the Delivery Order becomes a firm, fixed-price order for the work specified. Upon acceptance of the work as specified in the Delivery Order by the COR, the Contractor shall, upon invoicing, be paid the amount shown on the Delivery Order.



## TECHNICAL PROVISIONS

### SECTION 2

#### FACILITIES & SYSTEMS

**TP-2.1 GENERAL.** Except as otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, parts, equipment, vehicles, and transportation to perform the services required for work required in this section.

#### **TP-2.2 WORK TO BE PERFORMED:**

a. Beach Water Samples (Item #020): The Contractor shall collect water samples from each of the beach locations. The person collecting the sample shall notify the Park Attendant upon entering the park so the Park Attendant can record the collection date and time in their log. Each sample shall be obtained from within the designated swim area and approximately ten (10) feet from the shoreline. Water samples shall be tested for fecal coliform in accordance with the procedures contained in the latest edition of the Environmental Protection Agency's (EPA's) Standard Methods for the Examination of Water and Wastewater Analysis and in 40 CFR, Part 136.

The COR will be notified verbally within 24 hours of the test results. A written report will be submitted within two (2) days of testing to:

Resource Manager  
Center Hill Lake  
158 Resource Lane  
Lancaster, TN 38569

1. Schedule for Beach Water Samples: Samples will be taken approximately one week prior to the opening of the beach and every two weeks during the recreation season (approximately May through mid September). Samples will be collected on Saturday, Sunday or Monday afternoon (Tuesday may be substituted on holiday weekends). The COR will provide a starting and ending date for the season. The Contractor will provide a schedule of the exact sampling dates, subject to approval by the COR. The COR will order an additional sample within 24 hours if any sample exceeds 1,000 fecal coliform per 100 mil or any time deemed necessary.

2. Beach Location: There are presently three beaches in recreation areas at Center Hill Lake. They are located in Floating Mill Campground and Day Use Area and the Ragland Bottom Day Use Area.

b. Courtesy Float Adjustment (Item #021): The courtesy floats shall be adjusted as needed to provide accessibility, as pool elevation changes. The floats shall be maintained in a manner which will keep the walkway to the floats from 2 to 4 feet up the concrete walk from the lake surface (not vertical distance). Variable lake water levels determine the irregular execution of this item. A written record, including the date, time and location for each adjustment, must be maintained and provided to the COR prior to submitting an invoice each month. During rare high water events when the courtesy floats are adjusted to the top of the concrete walkway ramps, the courtesy floats shall be taken loose from their anchoring and shall be secured with a chain to the top metal pin in the walkway in an effort to prevent damage to the courtesy float walkways and concrete walkways. Sufficient slack shall be left in the chain to provide for additional water level fluctuations. There are currently four (4) courtesy floats to be maintained: Hurricane Bridge (1), Ragland Bottom (2), Floating Mill (1).

c. Septic Tank Pumping (Item # 022): Servicing septic tanks shall be done when required by the COR. Anticipated pumping requirements are approximately every two years; however, the utilization rate will determine the pumping execution. Waste will be collected and transported by a licensed, certified carrier. Waste must be



## TECHNICAL PROVISIONS

### SECTION 3

#### MOWING

**TP-3.1 GENERAL.** The work shall consist of mowing and trimming grass at designated locations in the various recreation and operational areas. The approximate areas and acreage to be mowed are listed in Table 3.5 and Exhibit C . The Contractor shall provide all personnel, materials, supplies, tools, equipment, vehicles, and transportation to perform this work within the allotted time period.

**TP-3.2 WORK TO BE PERFORMED** (Items # 023 - #035). Mowing and trimming shall be accomplished in such a manner as not to endanger or annoy visitors using an area or to cause damage to that area such as scalping the ground, rutting, breaking tree limbs, or skinning bark on trees, etc. Care shall be taken when mowing and/or trimming around inhabited areas. Mowing operations shall not be permitted when the ground is wet enough that rutting occurs. Trimming and mowing shall be done at approximately the same time, but in no case shall they be further apart than one (1) day. Mowing schedules should be arranged so that any area will be completed (both mowing and trimming) before a weekend. Mowing and trimming shall be accomplished to the waters edge regardless of the water elevation in mowing areas that are adjacent to water.

Before each mowing, all litter, trash, limbs, and other debris shall be removed and placed in refuse containers or removed from the area.

Mowing areas shall be cut to a height of not more than five (5) or less than three (3) inches above ground. The finished mowed height on the earthen embankments and random fill areas shall be four (4) inches to six (6) inches. The quality of the mowing shall equal or exceed a sharp finish mower product. Grass shall be neatly mowed and trimmed around lights, guardrails, gates, barriers, curbs, planters, buildings, entrance stations, sign posts, guy wires, trees, shrubs, picnic tables, trash receptacles, culverts, parking lots, boat ramps, sidewalks, steps, playgrounds, water and electric hook-ups, electrical or dumpster enclosures (interior and exterior), and other structures to maintain a neat appearance. No line trimmer shall be used to trim around unprotected small or young plants and trees. Care shall be used in trimming around items such as wooden posts to prevent damage.

Ditches, road shoulders, rough ground, banks, beaches, shorelines, impact areas, riprap around impact areas, playgrounds and other areas that cannot be cut with mowers shall be hand cut, pulled or trimmed. On riprap banks located along the shoreline, the bank shall be trimmed below the top of the bank to eliminate any tall weeds or grass sticking up above the top of the bank.

Clippings shall be removed from roads, sidewalks, steps, planters, mulched areas, picnic tables and pads, impact areas, parking lots, pull outs, planters, shelter floors, etc. after each mowing.

Grass, weeds, tree seedlings etc. in all planters, landscaped shrub areas, mulched areas, beaches, playgrounds and expansion joints or cracks in sidewalks, curbing, slabs, steps, gravel parking or paved areas shall be removed and disposed of each time mowing is accomplished.

**TP-3.3 SCHEDULE OF WORK.** After issuance of a Delivery Order for an estimated number of monthly mowings, the COR will notify the Contractor of a tentative schedule. Grass normally requires cutting at various intervals depending on moisture, temperature, and soil conditions at a particular site. Actual cutting schedules will be determined by the COR based on seasonal rates of growth. During spring growing seasons, all areas may require mowing and trimming biweekly. During dry periods, mowing may be halted altogether. Approximate number of mowings is listed in Table 3.5. Mowing and trimming shall be completed after 8 a.m. and before 6 p.m. Monday

through Friday in camping areas or in picnic areas. Leaf blowers will not be used in campgrounds prior to 8 a.m. No mowing will be permitted on Saturdays, Sundays, or holidays, unless approved by the COR. Inhabited picnic or campsites shall be trimmed with hand tools or the work delayed until the sites are vacant.

The COR or a designated representative will be notified prior to the commencement of scheduled mowing including the order of performance. Mowing and trimming shall commence within forty-eight (48) hours of the notice to proceed. The Contractor shall report to the COR when work is complete. Notification shall be made no longer than one (1) day following the completion of mowing of each area.

**TP-3.4 DAMAGE TO GOVERNMENT PROPERTY.** The Contractor shall be responsible for repairing, restoring or replacing any Government facilities or structures damaged (including trees, shrubs, grass, posts, signs, and flowers) as result of his/her operations. All vehicles used in maintenance operations must be used on designated roads and trails unless prior approval is given by the COR. Damage, vandalism, or needed repairs to existing real property shall be promptly reported to the COR, or his/her designated representative.

**TP-3.5 SPECIAL PROVISIONS.** Mowing equipment shall have deflectors on the discharge area to provide protection against flying objects. Tractors must be equipped with seat belts and roll bars. Low-center gravity tractors shall be used to mow the dam embankment and other areas where slopes are steeper than 4:1.

a. With the COR's prior approval, some areas such as guardrails, fences, road shoulders, roadways, curbing, sidewalks, picnic sites, campsites, riprap around sites, landscaped shrub areas, gravel parking areas or parking lot cracks may be herbicided (at no additional cost to the Government) in lieu of weeding or trimming. After herbiciding is complete and kill is thorough, these areas shall be mowed, trimmed and/or weeded to remove unsightly dead grass. Certified personnel are required to apply the chemicals used. The Contractor will complete the Pesticide Application Record, ORN 1031, or COR approved form, and provide a copy to the COR.

b. Mowing of the irrigated area in the immediate area of the Resource Manager's Office/Visitor's Center shall be accomplished with small lawn type push and/or riding mowers equipped with a grass catcher or the area must be raked to maintain an evenly cut, lawn type appearance. Grass height in this area shall be cut to no greater than 3 inches and no less than 2 inches in height. Irrigated area around Resource Manager's Office is located between office building and pavement.

c. Location: Table 3.5 shows the location of the work and estimated number of mowings.

**Table 3.5  
Estimated Seasonal Mowing**

<b>Mowing Areas</b>	<b>Acreage</b>	<b>Average Mowings</b>
Buffalo Valley and Overlook	4	15
Center Hill Dam Bottom and Downstream (Random fill / other areas)	18	6
Center Hill Dam Embankment	8	6
Center Hill Park	4	15
Floating Mill Recreation Area	20	15
Holmes Creek Access Area	1	6
Hurricane Bridge Day Use	5	15
Johnson's Chapel Day Use	6	15
Long Branch Recreation Area	9	15
Radio Tower and Access	1	6
Ragland Bottom Recreation Area	30	15
Resource Manager's Office – irrigated	.4	20
Resource Manager's Office - non-irrigated	4	15

## TECHNICAL PROVISIONS

### SECTION 4

#### CLEANING SERVICES

**TP-4.1 GENERAL.** The work shall consist of cleaning and servicing various areas and facilities to include removal of refuse and litter. A description of the areas and facilities upon which work is to be performed, is listed in this section, and is shown in Exhibit C. The government reserves the right to change the operation, schedule and quantities required at any time during this contract. The use of any nonstandard methods or practices, or any deviation from the following specifications, must receive prior approval of the COR. The Contractor shall provide all management, personnel, materials, cleaning supplies, chemicals, tools, equipment, light bulbs (excepting light fixtures not attached to a building), vehicles, fuel and transportation necessary to perform this work.

#### **TP-4.2 WORK TO BE PERFORMED.**

a. Amphitheaters and Bulletin Boards (Item # 036): Thoroughly clean all structures and remove all insects, insect nests, webs, leaves, and debris from the facilities. Remove all graffiti. Clean all glass or Plexiglas on inside and outside surfaces. All associated grounds and facilities shall be cleaned. This includes walks and steps, benches, water fountains, grills, electric outlets, and impact areas.

b. Campsites (Item # 037). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Remove all insect nests, webs, stains, and litter from the facilities. Remove and dispose of cold ashes, etc. from grills and fire rings. All associated grounds and facilities such as impact areas, parking areas, steps, walks, drinking fountains or hydrants; electrical outlets and service tables shall be cleaned. Leaves, sticks, and litter on campsites and picnic sites are included in this work requirement. Campsites shall only be cleaned upon departure of campers and prior to use by the next camper, or within 24 hours. The Park Attendant shall provide a daily list of vacated sites to be cleaned. Only sites utilized since prior cleaning and in need of service will be cleaned. Quantities ordered will be based on anticipated turnover and will be verified and paid for based on daily reports provided.

c. Sanitary Dump Stations (Item # 038). Thoroughly clean and disinfect concrete surface and fixtures of sanitary dump stations. Remove litter and clean the area around the facility.

d. Fish Cleaning Stations (Item # 039): The fish cleaning stations shall be thoroughly cleaned using a disinfecting and deodorizing solution. All fish residue shall be disposed of through these stations. Thoroughly clean all structures and remove all insects, insect nests, webs, leaves, and debris from the facilities. Remove all graffiti.

e. Litter Removal – Recreation Areas (Item# 040). Individual area limits begin at the government boundary line of the access road and ends at the waters edge, encompassing the entire developed areas. All litter removal activities within a recreation area will be considered one unit. For example, Floating Mill Campground and Floating Mill Day Use Area are both components of one recreation area and will be counted as one unit for work completed within this item. This item includes but is not limited to roads, road shoulders, ditches, loose gravel from paved areas, parking areas, culvert drains, ramps, courtesy docks, fishing platforms, walkways, dumpster containment areas, rip rap, playgrounds, basketball, and volleyball courts. The Contractor shall pick up all trash, campfire debris, animal carcasses, leaves, driftwood (that can be removed by one individual and transported in a pick up truck), and all other debris including any fallen limbs found in any recreation area or across/along roads. The Contractor shall mark and report any dead trees or large dead tree limbs in any area to the COR. Clean drinking fountain fixtures to maintain a clean and sanitary condition. This work shall be accomplished in all portions of public use areas, to the boundaries of the following described areas:

1. Mowed or Cleared Areas: Remove all litter and debris.
2. Wooded or Uncleared Areas: Remove all litter and debris forty (40) feet into these areas from mowed or cleared areas including roads, road shoulders, parking areas and launching ramps.
3. Trails and Paths: Remove all litter and debris along and forty (40) feet to either side of the trail. Where the path or trail terminates, all litter shall be removed from an area within a 100-foot radius.
4. Camping and Picnic Areas: Remove litter and debris on, around and between all sites, 40 feet from the back of all sites and/or to the water's edge regardless if wooded or uncleared.
5. Ditch lines: All ditch lines, drains, catch basins, and culverts shall be cleaned of items such as leaves, limbs, dirt, gravel, rocks, sticks, and trash. Cleaning shall consist of picking up and removing debris and depositing at an approved dump site.
6. Trash Removal and Cleaning of Receptacles: Empty all refuse receptacles (garbage cans) and pickup any material on the ground or floor around each container. Install a liner and replace the cover securely. Return them to the stand or post (if provided). Damaged or missing receptacles shall be reported to the COR. Clean and apply a disinfectant as needed to provide sanitation that is free of unpleasant odors.
7. Riprap. Clean all riprap areas, to include the Dam site along the entire course of riprap from the top of the bank down to the water's edge.

f. Dumpsters (Item #041): Front loading dumpsters (8 cu. Yd. Capacity) shall be provided by the contractor in each area listed in Table 4.1 at a place determined by the COR. See Table 4.1 for the number of dumpsters required for each area. Disposal will be at State approved landfills only. Disinfectant shall be applied to dumpsters each time the units are emptied.

Recreation Area	Summer Schedule		Winter Schedule	
	Containers	Months	Containers	Months
Floating Mill	6	6	1	6
Ragland Bottom	4	6	1	6
Johnson Chapel	1	6	0	6
Hurricane Bridge	2	4.5	1	7.5
Long Branch	3	7.5	1	4.5
Buffalo Valley	1	7	1	5

g. Picnic Shelters (Item # 042). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Clean all structures including floors, walls, tabletops, benches, fireplaces, and grills. Remove all insects, webs, etc. All outside grounds and facilities associated with the shelter shall be cleaned. This includes sweeping walks, cleaning drinking fountains and benches, cleaning grounds, emptying trash receptacles and replacing liners and removing litter. Debris shall be removed from roof tops and gutters. The Contractor shall replace burned out light bulbs and clean fixture covers as needed. Light bulbs shall not exceed the fixture rating or form.

h. Picnic Sites (Item # 043). Thoroughly clean all tables including the seats, tops and base slabs. Relocate tables to their original positions. Remove all insect nests, webs, stains, and litter from the facilities. Remove and dispose of cold ashes, etc. from grills and fire rings. All associated grounds and facilities such as impact areas,

parking areas, steps, walks, drinking fountains or hydrants, electrical outlets, and service tables shall be cleaned. Leaves, sticks and litter on campsites and picnic sites are included in this work requirement.

i. Restrooms and Washhouses (Items #044 - #047). The Contractor shall complete the following items during each restroom and washhouse cleaning, regardless of whether a heavy cleaning or light cleaning is ordered. The Contractor shall replace burned out light bulbs and clean fixture covers as needed. Light bulbs shall not exceed the fixture rating or form. Remove any drawings, writings, or graffiti that can be removed with commercial cleaners. Remove trash from cans and replace liners. All outside grounds and facilities associated with the building shall be cleaned. This includes walks and paved parking areas, drinking fountains, benches, washer/dryer units, and grounds litter removal. No standing water shall be left on any surface after cleaning the facility. At each cleaning, facilities shall be fully supplied with toilet tissue, and paper towels, etc. (CFI).

Pipe chases and areas used for storage shall be kept in a clean and sanitary condition at all times. Equipment and supplies shall be stored in a neat and orderly fashion. A minimal of three (3) feet, dead front space, shall not be blocked, in front of all electrical fuse/breaker panels and water heaters.

1. Restroom & Washhouse - Heavy Cleaning (Items #044 & #046). In addition to item 4.2 (i) above, the Contractor shall clean, deodorize and disinfect all structures and fixtures, including but not limited to sinks, toilets, urinals, showers, drinking fountains, mirrors, floors, walls, partitions, doors, hand dryers, etc. by sweeping, mopping, and scrubbing with approved cleaners, disinfectants, and deodorants. Water mixed with a mild disinfectant shall be poured in floor drains once per week to create a trap seal and a pleasant odor. Strong disinfectants or chemicals that could kill or destroy bacteria in the sewage treatment system shall not be used. Bleaches and cleaners splashed on walls and doors shall be removed to prevent rust. Debris shall be removed from roof tops and gutters. Remove all insects, insect nests and/or webs from louvers, screens, doors, windows, floors, inside and outside walls, ceilings, rafters, recesses, and eaves.

2. Restroom & Washhouse - Light Cleaning (Items #045 & #047). In addition to item 4.2 (i) above, the Contractor shall sweep, wet mop with an approved disinfectant and then dry mop floors. Clean and disinfect all toilets, urinals, sinks, showers, and drinking fountains, soiled areas, and mirrors.

**TP-4.3 SCHEDULE OF WORK.** The following schedules of services are the minimum acceptable. Additional cleanups may be required to insure a satisfactory standard of cleanliness. No work shall begin prior to 6 a.m. or continue after 5:30 p.m. When work is required less often than daily, or the days of the week are not specified in the contract, the contractor's schedule must be approved in advance by the COR. Different levels of service may be utilized at different locations at the same time. Example: During June, Floating Mill Campground may be Level I, Long Branch Day Use Level II, and Buffalo Valley Level III..

- a. Table 4.3A, Level 1 shall normally be used during the peak recreation season.
- b. Table 4.3B, Level 2, shall normally be used at the beginning and ending periods of seasonal operations. However, this level may be used at any recreation area during any portion of the year.
- c. Table 4.3C, Level 3, shall normally be used during the winter season. This level may be used at any recreation area during any portion of the year. This level may be used if budget constraints limit expenditures in an area, when only a portion of an area is open, or during the winter season.



**Table 4.3-A  
Level 1 Cleaning Schedule**

Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Completed By:
Amphitheaters & Bulletin Boards					<input checked="" type="checkbox"/>			11am
Camp Sites -as vacated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2pm
Dump Stations		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	3pm
Litter Removal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11am
Picnic Shelters	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11am
Picnic Sites	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11am
Restrooms-Heavy Clean	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12noon
Restrooms-Light Clean			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			12noon
Washhouses-Heavy Clean	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	12noon
Washhouses-Light Clean			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>			12noon
Fish Cleaning Stations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11am
Dumpsters		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		3 pm

**Table 4.3-B  
Level 2 Cleaning Schedule**

Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Completed By:
Amphitheaters & Bulletin Boards					<input checked="" type="checkbox"/>			11am
Camp Sites -as vacated	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	2pm
Dump Stations		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		3pm
Litter Removal	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	11am
Picnic Shelters	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	11am
Picnic Sites	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>	11am
Restrooms-Heavy Clean		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		12noon
Restrooms-Light Clean	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	12noon
Washhouses-Heavy Clean		<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>		12noon
Washhouses-Light Clean	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	12noon
Fish Cleaning Stations	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	11am
Dumpsters						<input checked="" type="checkbox"/>		3 pm

**Table 4.3-C  
Level 3 Cleaning Schedule**

Service Required	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Work Completed By:
Amphitheaters & Bulletin Boards					☑			11am
Camp Sites -as vacated	☑	☑	☑	☑	☑	☑	☑	2pm
Dump Stations		☑						3pm
Fish Cleaning Stations		☑		☑		☑		1pm
Litter Removal		☑				☑		11am
Picnic Shelters						☑		11 am
Picnic Sites						☑		11am
Restrooms-Heavy Clean						☑		12 noon
Restrooms-Light Clean		☑		☑				12 noon
Washhouses-Heavy Clean						☑		12 noon
Washhouses-Light Clean		☑		☑				12 noon
Dumpsters						☑		3 pm

**TP-4.4 SPECIAL PROVISIONS.**

a. Water: Fresh, clean water shall be used for all cleaning services.

b. Dumping and Disposal Areas: The Contractor shall have full responsibility for using proper dumping and disposal areas. These areas shall be approved by State and local health agencies. No dumping or disposal will be permitted upon Government property without prior approval from the COR.

c. Light Bulbs: The Contractor shall replace any defective lamps/bulbs (CFI), inside and outside buildings. Appropriately rated bulbs/lamps shall be used to not exceed the fixture UL rating. Damage to a fixture due to improper sizing/rating shall be repaired at the Contractor's expense.

d. Equipment: The Contractor shall furnish and maintain sufficient equipment suitable to perform the work. Equipment to be used will be inspected and approved by the COR as to condition, safety and suitability for the work prior to its use. Covers shall be used to prevent refuse/debris from falling or blowing off a vehicle. The Contractor or Subcontractor shall be responsible for all spillage clean up at no additional cost to the government.

e. Schedule Estimates: The services described in this section are expected normal requirements. The intent of this contract is to provide neat, clean and safe facilities for the general public. The Contractor can expect a heavier workload in some areas and a lesser workload in other areas depending on visitation. Even though Attachment A (The Price Schedule) and Exhibit C are good faith estimates of services required, the COR may order any combination of any work for any area during any work month.

f. Leaf Blowers: Leaf blowers shall not be used in campgrounds prior to 8:00 a.m.

g. Garbage Cans: All garbage or trashcans in or near restrooms, washhouses, offices, picnic shelters, play grounds, and other buildings are included in the cleaning of each respectively.

**TP-4.5 LOCATION OF WORK.** The work described herein shall be performed in designated areas listed in Exhibit C.

## TECHNICAL PROVISIONS

### SECTION 5

#### SEALING AND STRIPING

**TP-5.1 GENERAL.** The Contractor shall be responsible for the sealing and striping of project roads and parking lots. Paint shall not be applied to wet surfaces. Paint shall be the type manufactured and formulated for pavement application (traffic paint). Paint shall be applied with pressure type sprayers designed for roadway application and in such a manner as to eliminate any paint drift. Unless otherwise specified, the Contractor shall provide all supervision, labor, equipment, parts, tools, vehicles, fuels, transportation, barricades, materials, supplies, etc. to perform work under this section. All work shall be done in accordance with appropriate industry and state standards. The Contractor will notify the COR 48 hours prior to beginning work.

**TP-5.2 WORK TO BE PERFORMED.** Prior to application of paint or sealant, the pavement shall be cleared of rocks, sticks, leaves, dirt, or other debris that would prevent proper adhesion.

a. Pavement Sealing (Item # 048): The COR shall determine the method of application.

b. Striping and Layout and Re-striping (Item # 049 and # 050). Paint shall be yellow or white as determined by application or the COR. Lines shall be four (4) inches wide and shall be straight and uniform in color and width for their entire length. Centerlines shall have uniform alignment over their entire length. Layout of newly paved or overlaid areas shall be coordinated with and approved by the COR. Layout shall be in accordance with applicable state road construction standards.

**TP-5.3 SCHEDULE OF WORK.** Work shall be on an as needed basis, through issuance of Delivery Orders.

**TP-5.4 LOCATION OF WORK.** The work described herein shall be performed on all project roads and parking areas at locations listed in Exhibit C.

## TECHNICAL PROVISIONS

### SECTION 6

#### PRIMITIVE CAMPING / REMOTE ACCESS AREA CLEANING SERVICES

**TP-6.1 GENERAL.** The work shall consist of general litter removal and cleaning services from access areas, launching ramps, and primitive camping locations. Except as otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles, vessels, and equipment required to perform this work.

**TP-6.2 WORK TO BE PERFORMED.** Primitive Camping / Remote Access Area Cleaning (Item # 051):

All campfire debris, man-made objects or structures, trash, litter, debris, cans, bottles, leftover food, etc. shall be removed from primitive camping areas and remote access areas and disposed of as approved by the COR. Launching ramps shall be cleared of rock, drift, and other debris.

The Contractor shall clean and service pit/vault toilets at primitive camping locations, including cleaning and deodorizing the structure and restocking toilet paper and removing all litter. All insects, insect nests and webs on the inside and outside of the structure shall be removed.

**TP-6.3 SCHEDULE OF WORK.** Work will be done approximately twice a month between 1 April and 30 September, only upon issuance of a Delivery Order. Additional cleaning may be required before holiday weekends (Memorial Day, July 4<sup>th</sup>, and Labor Day).

**TP-6.4 LOCATION OF WORK.** See Table 6.4 for the location of areas requiring services along with methods for accessing the areas.

<b>Location</b>	<b>Boat Access</b>	<b>Road Access</b>	<b>Toilet Qty.</b>	<b>Camping Allowed</b>	<b>Fire Ring</b>	<b>Approximate Area Acres</b>
Cane Hollow Access	Yes	Yes	1	Yes	No	4
Davies Island East	Yes	No	1	Yes	No	0.5
Davies Island West	Yes	No	1	Yes	Yes	0.5
East Shore	Yes	No	1	Yes	Yes	0.5
White County Access	Yes	Yes	1	Yes	No	1
Hickey Access	Yes	Yes	0	No	No	0.5
Putco Access	Yes	Yes	0	No	No	0.5
Austin Bottom Access	Yes	Yes	0	No	No	0.5
Hidden Harbor Access	Yes	Yes	0	No	No	1
Holmes Creek Access	Yes	Yes	0	No	No	1

## TECHNICAL PROVISIONS

### SECTION 7

#### HERBICIDE APPLICATION

**TP-7.1 GENERAL.** The work shall consist of general herbicide application services for the control and or removal of undesirable plant and weed growth. Trees, shrubs, posts, campsites, picnic sites, piezometers, guardrails, parking areas, landscaped shrub areas, planters, and playgrounds are excluded from separate herbicidal payment. Optional treatment of those items is included with the bid price of the mowing section of this contract per TP-3.5 (a). Except as otherwise specified herein, the Contractor shall provide certified, registered and/or licensed application personnel, he/she shall further provide all in compliance with all EPA, State, and local laws, rules and regulations, materials, chemicals, supplies, tools, parts, vehicles, transportation, vessels and equipment required to perform this work. The Contractor shall be responsible for treatment within designated areas and damage to adjacent areas.

**TP-7.2 WORK TO BE PERFORMED:** The Contractor shall apply herbicide in areas designated by the COR such as remote storage areas, rights of way, switchyards, recreational areas (if closed for longer periods of other than non-seasonal operations), large areas of riprap, seismic instruments, and invasive plant control in all areas. The Contractor shall be responsible for marking treated areas with warning signs for the general public and for removing signs after expiration of restricted time period. All herbicide application shall be according to the manufacturer's recommendations and in compliance with all EPA, Federal, State, and local laws, rules and regulations. Work shall be completed by state chartered and licensed applicators in the appropriate categories. This Government may order the following types of herbicide application:

a. Herbicide Infrequent, "Roundup" Application (Item #052): This item will include the use of "Roundup" or equivalent for the control and or removal of undesirable plant and weed growth. Application will be ordered by the square yard.

b. Herbicide Infrequent, "Hyvar XL" and "Banvel" Application (Item #053): This item will include the use of "Hyvar" and "Banvel" or equivalent for the control and or removal of undesirable plant and weed growth. Application will be ordered by the square yard.

c. Herbicide Infrequent, "Hyvar XL" and "Banvel" Application (Item #054): This item will include the use of "Hyvar" and "Banvel" or equivalent for the control and or removal of undesirable plant and weed growth. Application will be ordered by the acre.

**TP-7.3 SCHEDULE OF WORK.** There is no set schedule for this work and shall be on an as needed basis, through issuance of Delivery Orders.

**TP-7.4 LOCATION OF WORK.** The Contractor shall perform the work herein described at the areas or facilities as designated by the COR.

**TP-7.5 REPORTING APPLICATION.** The Contractor shall report all applications of herbicides in the format, frequency, and detail as directed by the COR. Post application documentation reports shall be submitted to the COR within 5 business days.

## TECHNICAL PROVISIONS

### SECTION 8

#### MARKING AND PAINTING BOUNDARY LINES

**TP-8.1 GENERAL.** The Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles, transportation, and equipment necessary to mark and paint a segment of the Government boundary line. The Government will provide a set of real estate segment maps covering the work area and boundary line signs, posts, and any necessary pins and monuments.

#### **TP-8.2 DEFINITIONS.**

a. Blaze - a cut made into the cambium layer of a tree about five (5) feet above the ground, 3" to 4" wide and 6" to 8" long.

b. Hack Mark - a single horizontal or diagonal cut penetrating the wood, but not notched. Trees along the line shall be marked with two (2) hacks approximately five (5) feet above the ground, cut diagonally and shall be painted yellow, approximately 3" wide and 4" to 10" long, depending on the size of the tree.

c. One mile of line - will be 5,280 feet along the tangent as actually measured or computed on horizontal distances along the boundary. Missing pins and monuments shall be noted on maps and reported to the COR.

d. Interruption In Line - It is the intent of this contract that the line be remarked without breaks or gaps. However, if the Contractor finds a segment that is unmarked or an old line that is impossible to follow, the Contractor shall notify the COR. The COR will coordinate a new starting point. The Contractor shall be responsible for painting the missing segment after it is re-established by the Government. The Contractor shall not invoice for this section until it is painted.

e. Coordination - The Contractor Superintendent and the Crew Leader shall meet with the COR or his designated representative prior to commencing work. Inspections, deficiencies, schedules, alternate starting points, and other performance measures will be clarified during the pre-work meeting.

**TP-8.3 WORK TO BE PERFORMED:** Mark and Paint Boundary Line (Item # 055): Re-establish the project boundary line by marking, remarking, painting, and installing signs and posts to mark and provide a highly visible boundary for protection, control and maintenance, and to prevent encroachment on Federal land. The undergrowth shall be cut along the boundary line a minimum of three (3) feet wide so that monuments, painted trees, and signs are plainly visible. The Contractor shall provide the following:

a. Field Notes and Records: The Contractor shall keep a daily work record including a segment map showing the date and area where the boundary has been remarked, distances covered, number of signs used, all pins or monuments which have been removed or destroyed, and any problems or encroachments encountered. A field copy of the segment map will be used to transfer the information to a permanent copy in the Resource Manager's Office. This will be accomplished in coordination with the COR or designated representative. The map shall be updated with mileage completed before each invoice is sent in for payment and verified by the COR. The Contractor shall notify the COR when a segment of boundary is finished and ready to be inspected.

b. Marking Trees and Posts: On corners, three (3) witness trees, within sight of the corner, shall be referenced pointing to the monument or pin by three (3) hacks and one (1) blaze below the hacks. Existing and new witness trees and corners (including turning point pins), witness monuments and their steel posts shall be

marked/re-marked with white paint. An on-line tree shall be blazed on-line, fore and aft, and the blaze painted yellow. Existing on-line trees shall be re-marked. Trees within three (3) feet of the line shall be marked with two (2) yellow painted hack marks facing the line. Each marked tree shall be visible from the succeeding marked tree. Paint shall be applied without thinning by brush or other methods approved by the COR. Signs supplied by the Government will be nailed to trees and/or riveted or bolted to posts at top and bottom and on line at intervals of not more than 200 feet, or each sign shall be visible from the succeeding sign, whichever is the least distance. A minimum of two (2) signs will be required between all corners, unless otherwise approved by the COR. A sign and post shall be installed at all corners and Turning Points. Nails used to fasten signs to trees shall be driven to within 1/2 inch of the head to allow for tree growth. Original signs and/or posts shall be removed, and replaced where they have been damaged. Posts (GFI) shall be driven so that 4-1/2 feet of the post remains above the ground. Missing pins and monuments shall be reported to the COR.

c. Materials and Methods: In addition to the items described in TP-8.1, the contractor shall furnish the following special items:

1. Aluminum roofing nails used to fasten signs to trees shall be driven to within 1/2 inch of the head to allow for tree growth.

2. Bolts (1-1/2" x 1/4) with lock nuts, threads protruding past the nut on signpost shall be marred to prevent easy removal.

3. Paint shall be a good grade of enamel equal to Sherwin-Williams or Glidden implement enamel, or Forestry Suppliers Boundary Marking Paint. All paint shall be approved by the COR prior to use.

4. Tools: machetes, paintbrushes, backpacks, hatchets, hammers, vehicles, and all survey equipment needed.

**TP-8.4 SCHEDULE OF WORK.** Work will be established through issuance of Delivery Orders.

**TP-8.5 LOCATION OF WORK.** The Center Hill Lake project area and within Center Hill's area of responsibility on the Caney Fork River, beginning at the marked boundary line.

**TECHNICAL PROVISIONS**

**SECTION 9**

**JANITORIAL SERVICE OF ADMINISTRATIVE AND OPERATIONAL AREAS**

**TP-9.1 GENERAL.** The service shall provide: janitorial cleaning and litter removal for the Resource Manager's Office, Transient Quarters, Operations Area and Maintenance Shop. The Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles, and equipment to perform this work.

**TP-9.2 WORK TO BE PERFORMED, LOCATION AND SCHEDULE OF SERVICES.** (Item # 056 - # 061)  
The objective of these schedules is to insure that government facilities are presentable to the general public. They are to be maintained in a clean, sanitary, and safe manner at all times.

<b>Table 9.2-A Janitorial Building and Area Dimensions</b>				
Area	Sq. Ft. Carpeted	Sq. Ft. Tiled	Sq. Ft. Concrete	Sq. Ft. Hardwood
Resource Manager's Office	3621	144	0	0
Maintenance Shop	893	1,935	2,400	0
Resource Vehicle Buildings	0	0	2,350	0
Maintenance Vehicle Buildings	0	0	7,210	0
Transient Quarters	810	350	384	372
Vehicle Storage Area				

b. Office areas will be scheduled after normal duty hours (typically 7:30 a.m. to 4:15 p.m.). A schedule for all janitorial services shall be submitted by the Contractor for approval by the COR. All work is to be accomplished on the days specified, except holidays, and weekends. If scheduled work falls on a holiday the work will be performed the next day. The numbers in the Tables of operation indicate the execution dates and occurrences. Deviation from these scheduled times must be approved by the COR.

**TP-9.3 RESOURCE MANAGER'S OFFICE** (Item # 056). Tables 9.3-A, 9.3-B, 9.3-C and 9.3-D apply as listed. Deviation or scheduling changes will occur only with the approval of the COR.



**Table 9.3-A  
Resource Manager's Office & Vehicle Garage Weekly Schedule**

WORK TO BE PREFORMED	Monday	Tuesday	Wednesday	Thursday	Friday
Dust mop, sweep or vacuum all floors (excluding Vehicle Garage).	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Mop and disinfectant tile floors.			<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Remove scuffmarks from all floors.	<input checked="" type="checkbox"/>				
Spot clean, wipe trim dry on all windows.	<input checked="" type="checkbox"/>				
Clean all glass doors and wipe dry.	<input checked="" type="checkbox"/>				
Clean all metal/wood doors.	<input checked="" type="checkbox"/>				
Empty; replace liners in all waste and trashcans.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Clean pan and wipe all drinking fountain surfaces.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Dust tops and sides of all furniture.	<input checked="" type="checkbox"/>				
Clean all furniture, chairs and stools, including legs, braces and fabric. Polish all wood furniture with an approved polish.					<input checked="" type="checkbox"/>
Dust and wipe all office cabinets and cases.	<input checked="" type="checkbox"/>				
Dust all baseboards	<input checked="" type="checkbox"/>				
Inspect, replace bulbs as needed (CFI).	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all interior walls, spot clean as needed.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Remove cobwebs, etc., from all exterior walls and eaves.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Disinfect and clean toilets, sinks, etc., restock restrooms (CFI).	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Clean restroom mirrors, counter tops and cabinets.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Clean cabinets and appliance surfaces in the break room.	<input checked="" type="checkbox"/>				<input checked="" type="checkbox"/>
Restock soaps and paper towels in the break room (CFI).	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Remove trash, litter, sticks, grass and debris, (including snow and ice in winter), from sidewalks and steps.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>
Scrub and remove stains not removed by sweeping from sidewalks and steps as needed.	<input checked="" type="checkbox"/>				
Remove trash, litter, and debris from parking lot to office entrance, including grounds areas.	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>

**Table 9.3-B  
Resource Manager's Office & Vehicle Garage Monthly Schedule**

WORK TO BE PREFORMED	Execution Date 1st
Clean all air duct grills, replace and date filters.	Monday
Clean sides, glass (both sides) and front of office cabinets.	Monday
Dust frames and clean glass of pictures, maps and awards.	Monday
Damp wipe baseboards.	Monday
Clean fixtures and covers of all lights, interior and exterior.	Monday
Inspect and annotate Fire Extinguishers.	Monday
Sweep floors in all vehicle/equipment buildings, including storage bays.	Monday
Remove debris from rooftops and gutters	Monday

**Table 9.3-C  
Resource Manager's Office and Vehicle Garage Quarterly Schedule**

WORK TO BE PERFORMED	Date	January	April	July	October
Wash wastebaskets and trashcans.	1st Monday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all break room appliance interiors.	1st Monday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

**Table 9.3-D  
Resource Manager's Office and Vehicle Garage Bi-Annual / Annual Schedule**

WORK TO BE PREFORMED	April	May	October	November
Clean windows, interior and exterior, wipe trim dry.	1st Monday		1st Monday	
Strip and redress tile flooring.				Open Date
Shampoo, steam clean all carpets.		Open Date		Open Date
Clean cabinet interiors in the break room.		1st Monday		1st Monday

**TP-9.4 MAINTENANCE COMPOUND SERVICE** (Item # 057). Tables 9.4-A, 9.4-B, 9.4-C and 9.4-D apply as listed below. Deviation or scheduling changes will occur only with the approval of the COR.

**Table 9.4-A  
Maintenance Compound Weekly Schedule**

WORK TO BE PERFORMED	Monday	Tuesday	Wednesday	Thursday	Friday
Dust mop, sweep or vacuum offices, break room, and restroom.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Mop and disinfectant, break room, and restroom.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Dust mop or sweep the supply, equipment, and mechanical areas.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Mop and disinfectant, supply, equipment, and mechanical areas.				<input checked="" type="checkbox"/>	
Remove scuff, paint, and other marks from all floors.				<input checked="" type="checkbox"/>	
Spot clean, wipe trim, sills dry on all windows.				<input checked="" type="checkbox"/>	
Clean all glass doors and wipe dry.				<input checked="" type="checkbox"/>	
Empty; replace liners in all waste and trashcans.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Clean pan and wipe all drinking fountain surfaces.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Dust tops and sides of all furniture.		<input checked="" type="checkbox"/>			
Clean all furniture and chairs, including legs and braces. Clean fabric. Polish all wood furniture with an approved polish.				<input checked="" type="checkbox"/>	
Dust and damp wipe all office cabinet and case surfaces.		<input checked="" type="checkbox"/>			
Inspect, replace bulbs as needed (CFI).		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Remove cobwebs, etc., from all office areas and interior walls, spot clean as needed.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Remove cobwebs, etc., from all building exterior walls, ceilings and eaves.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Disinfect and clean toilets, sinks, etc., restock restrooms (CFI).		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Clean restroom mirrors, counter tops and cabinets.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Clean restroom walls and partitions around plumbing fixtures.				<input checked="" type="checkbox"/>	
Clean cabinets and appliance surfaces in the break room.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Restock soaps and paper towels in the break room (CFI).		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Remove trash, litter, sticks, grass, gravel, mud, stains and debris from sidewalks, inside and outside of the fenced area of the storage yard and the access road.				<input checked="" type="checkbox"/>	
Remove trash, litter, and debris from parking lot to office entrance, including grounds areas.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
Empty and replace liners in all waste/trash cans in the service compound -including the yard area and fence perimeter.		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	

<b>Table 9.4-B Maintenance Compound Monthly Schedule</b>	
WORK TO BE PREFORMED	Execution Date <b>1st</b>
Clean all air duct grills, replace and date filters (CFI).	Tuesday
Clean the sides, glass (both sides) and front of office cabinets.	Tuesday
Dust frames and clean glass of pictures, maps and awards.	Tuesday
Damp wipe baseboards.	Tuesday
Clean fixtures exteriors. Clean covers, interior and exterior of all fixtures.	Tuesday
Dust and wipe paneling.	Tuesday
Clean metal door and frames Office/Maintenance area	Tuesday
Sweep floors in all vehicle/equipment/storage buildings.	Tuesday
Inspect and annotate Fire Extinguishers.	Tuesday

<b>Table 9.4-C Maintenance Compound Quarterly Schedule</b>					
WORK TO BE PREFORMED	Date	January	April	July	October
Wash wastebaskets and trashcans.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all break room appliance interiors.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Wash or scrub to remove scuff marks and dirt from all buildings.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Clean all overhead/personnel doors interior, exterior, glass inserts.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Remove debris from all rooftops and gutters.	1st Tuesday	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

<b>Table 9.4-D Maintenance Compound Bi-Annual / Annual Schedule</b>				
WORK TO BE PREFORMED	April	May	October	November
Clean the interior and exterior of all windows, wipe trim dry.	1st Monday		1st Monday	
Strip and redress tile flooring.		Open Date		
Shampoo, steam-clean all carpets.		Open Date		Open Date
Clean and treat with polish all paneled walls.		Open Date		

**TP-9.5 TRANSIENT QUARTERS** (Item # 058 - # 061). Routine and periodic cleanings are to be accomplished with minimal disruption to guests. All laundry cleaning shall be at the Contractor's expense. The Government shall furnish the linens. Scheduling for the periodic cleanings shall be coordinated through the COR. All work will be performed only upon issuance of a Delivery Order.

a. Table 9.5-A, describes the routine cleaning to be performed on an as needed basis after each guest departure. Approximately 40 to 50 routine cleanings are needed annually. The work shall be preformed as listed in the tables below.

b. Table 9.5-B, describes periodic cleaning requirements.

<b>Table 9.5-A Transient Quarters - Routine Cleaning</b>	
<b>WORK TO BE PREFORMED:</b>	
Bedrooms	Strip all fixed and roll-a-way beds that have been used. Disinfect all mattresses, dry, then remake with clean linens.
Restrooms	Disinfect and clean toilets, sinks, etc. Clean, counter tops and cabinets (interior and exterior). Spot clean walls, replace (12) towels and (12) wash clothes. Restock soaps, toilet paper (provide an extra roll), and deodorizer (CFI).
Floors	Dust mop, sweep or vacuum all hardwood and tile floors. Wet mop with disinfectant then clear water. Remove spots and soiled places as needed. Vacuum all carpet, spot clean as needed, use an approved carpet cleaner.
Windows	Spot clean windows as necessary and dust sills.
Doors	Dust wood and metal doors, clean glass (interior and exterior).
Trash	Empty; replace liners in all waste and trashcans. Remove trash, litter, sticks, grass and debris, from sidewalks, steps, porch, decks, parking area, and surrounding lawn.
Furniture	Dust or wipe all fixtures, furniture, pictures, telephones, chairs, couches, chest, and lamps, etc. Collect all material left by tenants, from drawers, cabinets, etc. Return all items to the COR. Polish wood furniture with approved polish.
Kitchen	Clean stove and oven with approved cleaner. Clean refrigerator (interior and exterior) and dispose of perishables. Clean sink, counter top, table and drain board. Replace (4) dish washing and drying cloths. Wash all dirty dishes, put all clean dishes away and provide dish washing detergent (CFI).
Grills	Remove ashes from fireplace and outside grilling areas. Clean grill areas and tops.
Laundry	Soiled towels from the emergency shop shower facilities shall be incorporated into this laundry function. Dirty laundry shall be washed utilizing the clothes washer and dryer in the Transient Quarters that are furnished by the government.
Lights	Replace light bulbs (CFI).
Building	Remove cobwebs, nest, etc., from all building walls interior and exterior.
Exterior	Sweep front porch, steps, patio and sidewalk

**Table 9.5-B  
Transient Quarters - Periodic Cleaning**

WORK TO BE PREFORMED	Monthly	May	November
Clean upholstery, picture glass, kitchen stove vent and filter, heating/cooling grill, replace and date filters (CFI). Vacuum/dust walls, vertical surfaces, Venetian blinds, baseboards, light fixtures, and other hard to reach surfaces. Wash and disinfect all interior and exterior trash receptacles. Apply "Mop and Glo" or its equivalent to bathroom and kitchen floors, mop front porch with disinfectant. Inspect and annotate fire extinguishers. Remove debris from all rooftops and gutters.	Monthly Variable Date	N/A	N/A
Wash all windows, storm windows & screens, inside and out. Remove mattresses, air out and/or disinfect.	N/A	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Shampoo or steam clean all carpets. Remove, dry-clean, and re-hang drapes. Wash all smooth finish walls. Remove, wash, and re-hang Venetian blinds. Dry clean or laundry bed spreads. Clean and polish paneled walls.	N/A	N/A	<input checked="" type="checkbox"/>

## TECHNICAL PROVISIONS

### SECTION 10

#### BEACH AND PLAYGROUND MAINTENANCE

**TP-10.1 GENERAL.** Unless otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, parts, tools, vehicles, vessels, equipment and transportation required to maintain developed playgrounds, swimming beaches and swim boundary lines. Beach areas include the sanded areas located within designated swimming sites delineated by floating boundary lines, and/or earth berms, extending landward from the water's edge approximately 25 to 75 feet to a concrete or turf delineation. The Government shall provide impact materials or sand.

**TP-10.2 WORK TO BE PERFORMED.** Without exception, at every maintenance execution as listed below, the Contractor shall clean the areas of all litter, trash, leaves, drift, rocks, glass, and all other debris. The Contractor shall provide the following service:

a. Routine Beach Maintenance (Item # 062). Exposed beach areas shall be raked after removing litter to a minimum depth of 4-6" to redistribute sand, and fill holes and eroded areas. Sand shall be evenly spread on the beaches to accomplish the above described work and to maintain a minimum depth of six (6) inches.

b. Routine Playground Maintenance (Item # 063). Playgrounds and volleyball courts shall be raked to evenly redistribute sand or fiber/bark material, and fill holes and eroded areas. Displaced materials around the impact area shall be raked back into the impact area.

c. Annual Beach Maintenance - (Item # 064). Where accessible, sand will be placed on the beach, otherwise the sand will be deposited at the closest location to the beach as is practical with a dump truck. Approximately 150 tons of sand per beach shall be spread evenly over the entire beach area to a minimum depth of six (6) inches. Beach areas shall be graded to fill all holes and eroded areas and to provide a smooth, flat, hazard-free surface.

#### TP-10.3 SCHEDULE OF WORK.

a. Routine Maintenance for Beaches and Playgrounds. Work shall be accomplished once weekly on Thursday between 7:00 a.m. and 11:00 a.m. and in such a manner as not to endanger the general public. Routine maintenance is normally required during the period from April through September, however this schedule is subject to change due to weather and visitation patterns. Actual schedules will be established by the COR through issuance of a Delivery Order.

b. Annual Beach Maintenance. Work shall normally be performed once a year when beach sites are closed to the public and pool elevations permit access to the entire beach area. Actual schedules of work will be established by the COR through issuance of Delivery Orders. The Contractor shall notify the COR when work is complete and ready for inspection.

**TP-10.4 LOCATION OF WORK.** Work will be accomplished in the locations as listed in Table 10.4-A and Table 10.4-B. Beaches and Playgrounds may be added, relocated, or removed.

TABLE 10.4-A Beach Locations		
Recreation Area	Campground	Day Use Area
Floating Mill	1	1
Ragland Bottom	0	1

TABLE 10.4-B Playground Set Composition					
Area	Playground Facilities per Area	Impact Fiber Area	Impact Sand Area	Basketball Pad	Volleyball Sand Court
Floating Mill Campground & Day Use	1	1			
Long Branch Campground & Day Use Area	2		2	1	
Ragland Bottom Campground & Day Use Area	2	2		1	1

**TP-10.5 SPECIAL PROVISIONS.**

a. Grass adjacent to shoreline areas shall be maintained as specified in TP-3. The contractor shall be responsible for transportation of drift and litter removed from beaches to an approved disposal site.

b. All playground facilities, basketball pads, and volleyball areas within a recreation area count as one unit. For example, all playground facilities, basketball pads, volleyball courts, etc. within Ragland Bottom Campground and Day Use Area will count as one unit.



## TECHNICAL PROVISIONS

### SECTION 11

#### MAINTENANCE OF NAVIGATION AIDS

**TP-11.1 GENERAL.** This work shall consist of maintenance, repair, replacement, setting and/or moving of navigation aids on Center Hill Lake. The navigation system currently consists of approximately 57 buoys of various types. Buoys include informational, nuns, cans, and danger types. Unless otherwise specified herein, the Contractor shall furnish all personnel, materials, supplies, parts, tools, vehicles, vessels, and equipment required to perform this work. The Government will provide buoys and other navigational aids.

**TP-11.2 WORK TO BE PERFORMED:** Buoys (Item # 065 - #67). Buoy installation, replacement, and/or relocating shall include, but is not limited to: attaching or measuring; anchors, cables and buoys as described herein. Maintenance and repair shall include retrieval of buoys that have washed ashore or are adrift; and otherwise maintaining a system that will provide safe and accurate navigation of the lake for the general boating public. All work shall be accomplished in such a manner as not to endanger or hinder boating traffic. The Contractor will be paid for the work according to the buoy size as shown in Attachment A, Schedule of Prices.

All fittings and hardware shall be galvanized steel, sized to match the specified cable. Cable lengths shall be determined by taking accurate soundings at the site location. Sufficient cable shall be attached that will allow the buoys to fluctuate up to elevation 685.0 above mean sea level for water level fluctuations. Steel buoys larger than 15 inches diameter shall have a three (3) foot chain leader, with a ½ inch link diameter.

The Contractor shall provide the following:

1. Cable requirements shall be ¼ inch, stranded steel, plastic coated, minimally rated at 7,000 lbs. breaking strength. This cable will be used on buoys less than 15 inches.
2. Cable requirements shall be 3/8 inch, stranded steel, plastic coated, minimally rated at 14,400 lbs. breaking strength. This cable will be used on buoys more than 15 inches
3. Anchors shall be low profile, rectangular in shape, made of 3,000 PSI (min) concrete, and each shall have a ½ inch cold roll steel rod, bent to form a three (3)-inch or COR approved eye, embedded and set in the concrete. The rod and its method of attachment shall be capable of supporting twice the dry weight of the anchor into which it is embedded. A 200 lb. style anchor will be used for buoys of less than 15" diameter. A 600 lb. style anchor will be used for buoys of more than 15" diameter.
4. Buoy Attachment. Cable shall be secured through the anchor and buoy swivels/eyes using thimbles, wherever a friction point occurs, and fastened using a minimum of two (2) cable clamps at each attachment. On larger than 15 inch buoys the chain leader, shall be attached to the buoy with a 3/8" shackle and the opposite end attached to a ½" swivel with eyelet. All fastenings shall comply with EM 385-1-1.
5. Inspection. Materials and assembly will be inspected, tested and approved by the Government prior to placement of the buoy in the lake.
6. Buoy Setting. Shall be set at the locations shown in Table 11-A, unless otherwise specified by the COR. The Contractor shall mark the proposed site location with a small buoy of the type used by fishermen or as approved by the COR. Permanent buoy installation shall be accomplished upon placement location approval.

**TP-11.3 SCHEDULE OF WORK.** Repairs or services necessary to correct a safety hazard shall be accomplished on an as needed basis and within 24 hours of notification. Total system maintenance will be discussed at the time services are required. Work is normally accomplished semiannually during October and May. A schedule of work will be provided by the COR through issuance of a Delivery Order. Complaints/reports of missing or off station buoys, and unmarked hazards shall be immediately reported to the COR.

**TP-11.4 LOCATION OF WORK.** Table 11-A shows the approximate location and number of each type of buoy or navigational aid to be maintained. This approximation is subject to change due to evolving needs and requirements.

<b>Table 11-A Navigation Aids</b>			
Type	Location	Quantity	Size Diameter
Channel Markers	Saddle Dam	2	< 2 feet
No Wake	Floating Mill Recreation Area	7	< 2 feet
	Hurricane Bridge Recreation Area	8	< 2 feet
	Johnson Chapel Recreation Area	5	< 2 feet
	Ragland Bottom Recreation Area	7	< 2 feet
Swim Area	Floating Mill Recreation Area	7	< 2 feet
	Ragland Bottom Recreation Area	4	< 2 feet
Shallow Water	Cookeville Boat Dock (upstream)	2	< 2 feet
	Davies Island (NE end)	1	< 2 feet
	Davies Island (point in narrows)	1	< 2 feet
	Davies Island (SE end)	1	< 2 feet
	Edgar Evins Marina Area (rock point)	1	< 2 feet
	Floating Mill Recreation Area (island)	2	< 2 feet
	Laurel Access	1	< 2 feet
	Pates Ford Dock (downstream)	2	< 2 feet
	Puckett's Point (low gap across point)	1	< 2 feet
	Saddle Dam Island	1	< 2 feet
Danger Dam	Dam Site	4	> 2 feet
<b>TOTAL</b>		<b>57</b>	

## TECHNICAL PROVISIONS

### SECTION 12

#### PARK ATTENDANT SERVICES

**TP-12.1 GENERAL.** Whenever the term "Contractor" or "Attendant" is used in describing requirements and responsibilities, the Contractor is solely and fully responsible for ensuring the proper performance of the duties and all responsibilities described. The contractor shall provide all of the personnel, scheduling, materials, supplies, parts, tools, equipment, and vehicles, except as otherwise specified herein, to perform these services.

**TP-12.2 GOVERNMENT RESPONSIBILITIES:** The Government shall provide and be responsible for the following:

- a. Pre-work orientation and training for the Contractor and Park Attendants to perform their duties to the satisfaction of the Government.
- b. A campsite at each recreation area with electricity, potable water hookup, and sanitary waste disposal for Park Attendants.
- c. A logbook, sale items, and forms such as Golden Age Passports and Annual Passes, and other handout materials (i.e. - information pamphlets, copies of Federal Regulations, and campground maps).
- d. COR approved business telephones or communications equipment.
- e. A computer system, printers, credit card collection terminal, and expendable computer/register/printer inks/paper products. Some locations will be provided a cash register in lieu of a computer.
- f. Keys or lock combinations to access registration centers, bulletin boards, gates, and restroom facilities.
- g. Identification nametags.
- h. A safe for securing fees and controlled items.
- i. A copy of the Use Fee Collection Procedures for Contractor use.

**TP-12.3 CONTRACTOR RESPONSIBILITIES:** The Contractor shall provide the services and be responsible for the following:

- a. Pre-work Orientation: The Contractor and all Park Attendants shall complete a pre-work orientation for instructions on Corps regulations, operating procedures and fee collecting process.
- b. Financial Accountability: As a condition of performance of this contract, the contractor shall be responsible for accounting procedures required by the COR. The contractor shall be responsible for all fees collected, associated documentation, transaction receipts, proper handling, accounting of funds, and change funding regardless of the status of collections from individual Park Attendants. The contractor shall ensure that park attendants do not possess more than \$5,000 at any time. Fees will be remitted a minimum of once weekly or when collected fees reach \$5,000. The Contractor shall provide, at no cost to the government, all fees associated with conversion of cash to money orders, cashier checks, and other formats as required by the COR. The contractor shall be audited weekly or as deemed necessary by the COR. The contractor shall provide and maintain an inspection system acceptable to the government.

c. Fees: User fees collected include, but are not limited to, campsites, campground visitors, day usage, picnic shelter reservations, and laundry facilities. Additionally, firewood, ice, Golden Age Passports, and Annual Day Use Passes may be sold. After funds and receipts are reconciled, any shortage of funds will be deducted from Contractor's monthly invoiced payment.

d. Documentation: Collect and remit fees, supporting documentation and transaction reports from each campground a minimum of once a week. Issue Attendants receipts or copies of the Bill For Collection as their record for fees collected and transmitted.

e. Staffing: At least two (2) adults to serve as live-in attendants for each campground or day use area, six (6) days a week (allowing for one day off each week), for the time periods specified in section 12.7 (A) and 12.7 (B). Contractor provided personnel must be capable of performing the Park Attendant position requirements. All personnel must be approved in advance by the COR. Additional personnel shall be available for peak visitation weekends and holidays, or in case of illness or emergency. Replacements shall be provided within 24 hours for any staff that quit, are terminated, or are otherwise not present for duty. The Contractor shall conduct performance appraisals on individual Park Attendants on a monthly basis, or more often if required by the COR, and a copy will be submitted to the COR.

f. Park Attendant Management: The Contractor shall ensure that Park Attendants comply with TP-12.4 "Park Attendant Position Requirements", in a manner acceptable to the COR.

#### **TP-12.4 PARK ATTENDANT POSITION REQUIREMENTS:**

a. Scope of Position: Park Attendants are the front line public relations point of contact on behalf of the Corps of Engineers and Contractor. The Park Attendant will serve as the on-site administrator of the Campground/Day Use area and collect user fees during scheduled operations.

b. Conduct and Appearance: Park Attendants are subject to the rules and regulations posted in Title 36. They shall conduct themselves in a business-like and professional manner in the park whether on or off-duty. Their personal appearance shall be neat and clean at all times. Uniforms, approved by the COR, will be worn while on duty. Off-duty attire, while in the campground, will be neat and professional. Park Attendants shall cooperate with Corps employees and contractors performing official business. No alcoholic beverages or intoxicating substances, illegal drugs, or controlled substances not prescribed by a physician shall be possessed or consumed. All firearms, fireworks, or any other type of weapon or explosive are prohibited in the campground. Park Attendants violating these restrictions shall be immediately dismissed.

c. Residency: The attendants shall reside in a COR approved, self-contained camper or recreational vehicle and live in the park during their work assignment. No other persons shall live with them. Attendants shall maintain their assigned residential area in a clean and sanitary condition at all times with no external appliances, pet pens, or unsightly storage. Park Attendants are responsible for placing their own garbage in the dumpsters. Certain types of small house pets may be permitted with approval of the COR. Pets shall be under physical restraint at all times. Park Attendants may install a telephone line at their own expense for personal use.

d. Recreation Area Alterations: Facilities shall not be altered, including but not limited to, the registration center, campsites, restrooms, and shower houses, without prior approval from the COR.

e. Registration Center: The registration center is a government office. Interior access is granted only to personnel conducting official business for the Corps of Engineer's and government employees. The interior and exterior shall be maintained in a clean and sanitary condition at all times. The Contractor shall replace any defective lamps/bulbs (CFI) inside and outside buildings. Appropriately rated bulbs/lamps shall be used to not exceed the fixture UL rating. Planters and flowerbeds shall be watered as necessary. Planters and flower beds shall be kept free of grass, weeds, tree seedlings, etc. Smoking is prohibited, household appliances and pets are not allowed. Inspect and annotate Corps provided fire extinguishers monthly. Secure and lock the registration center when it is left unattended for any length of time including campground patrols or restroom breaks, and post a return to duty sign.

f. Recreation Area Management: Attendants shall open the Campground and/or Day Use entrance gate at 6 am. Access to the camping area will be limited to campers and their registered visitors. Campers will be allowed a maximum number of people and vehicles per site as established in the reservation inventory. Each visitor vehicle and pedestrian visitor shall be charged a visitor's fee. Attendants shall require all visitors to leave by 10 pm, close the gates at 10 pm, and maintain quiet hours from 10 pm - 6 am. Campground Park Attendants shall allow registered campers to leave and re-enter the area regardless of the hour. Attendants with adjacent day use areas can be additionally tasked to collect and process user fees from honor vaults and cash registers.

g. Customer Registration: Facility reservations shall be made only through the National Recreation Reservation Service or current reservation system or as approved by the COR. Reserved facilities, picnic shelters and campsites, shall have appropriate notices posted.

Drive-up campers will be registered on a first come - first served basis and registered in the same manner as the "Reserved" camper.

h. Records and Fees: Park Attendants shall account for all receipts, reports, user fees, and the sale of Golden Age Passports/Annual Day Use Passes. They shall ensure that transaction funds and receipts balance. Adequate accountable cash (CFI), not to exceed \$150, shall be available to make change. Funds transferred to authorized personnel shall require the attendant to maintain a receipt or a copy of the bill for collection for their personal records. As needed, additional records or summaries will be submitted to the Use Fee Cashier.

i. Customers: As a minimum, all campers shall be provided the following:

1. A receipt copy of any sales transaction. (This requirement includes visitors to Day Use areas).
2. A plastic trash bag that is 30-33 gallon size (CFI) and instructions to use dumpster locations.
3. A brief overview on the use of the area facilities, vehicle operation and parking rules.
4. As needed, provide customer information after office-closed hours.

j. Inspections: The campgrounds and day use areas shall be inspected at least three (3) times daily. Upon opening the areas, at least once during high activity periods, and prior to quiet hours. Where feasible, inspections may be conducted by a drive-through. Inspections shall include, but are not limited to the following.

1. Check restrooms/wash houses for proper operation and sanitary conditions.
2. Sites/area litter and trash is contained.
3. Playground and swim areas are free from hazards.
4. Gray water and sewage is properly contained.
5. Verify all campers/visitors display current registration form.
6. Record non-registered vehicle license information.
7. Pets are under physical control or leashed.
8. Camping equipment is located on the designated site pad.
9. All vehicles and trailers are parked in designated areas.
10. Other applicable rules and regulations are observed.

k. Safety and Security:

1. Report disturbances that cannot be diplomatically controlled to a Park Ranger. Emergencies shall be reported first to local law enforcement officers, then to the Resource Manager's Office. Attendants shall not attempt to apprehend any violators.

2. Immediately advise the Contractor of any safety hazards and maintenance problems. The Contractor will forward this information to the COR or his designated representative. In the event of a maintenance emergency or situation of immediate danger, contact both the Contractor and Resource Manager's Office.

l. Reports:

1. Record times and dates (in and out) of law enforcement patrols, park rangers, and any other governmental and contract personnel including inspectors and other services provided.
2. All customer complaints and concerns shall be recorded.
3. Daily, the Park Attendant will provide a list of vacated sites to be cleaned (Outgoing Camper report) to the contract cleaning crews. Additionally, a copy will be provided to the Contractor and the COR. Only the sites listed shall be cleaned and invoiced.

m. Maintenance: Attendants shall attempt to reset tripped circuit breakers, turn off water to broken /continually running fixtures, unclog drains and toilets. When any maintenance issue occurs that is beyond the skills of the attendant, close/lock the facility, post an "out-of-order" sign, and notify the contractor. Record every maintenance problem and forward the report to the contractor. The Contractor will notify the COR.

#### **TP-12.5 SPECIAL PROVISIONS**

a. The telephone provided by the Government is for business use only, such as administering the reservation program or in cases of emergency. The Contractor or Park Attendants shall not use the Government telephone to conduct business unrelated to this contract. All unauthorized long distance calls will be assessed an additional ten-dollar (\$10) administrative fee and the Contractor shall pay the total.

b. Government provided equipment such as computers and cash registers are for business purposes only. They shall not be used for personal business, playing games, or accessing the Internet.

c. The COR will identify any additional service hours needed and provide the Contractor a list. Bid item number 073 in Attachment A is the hourly cost to operate outside of the core hour schedules.

**TP-12.6 DESCRIPTION OF AREAS:** The following are areas requiring Park Attendant positions.

a. FLOATING MILL CAMPGROUND (Item # 068): 12 Miles N. of Smithville off Highway 56 and 6 miles S. of I-40, contains 118 campsites each with a picnic table, grill, camping pad or parking areas (for tent sites). This area features a restroom, shower buildings, dump stations, hiking trail, launching ramp, amphitheater, playground, and a swim/beach area. This area is heavily used between April and September.

b. FLOATING MILL DAY USE (Item # 069): 12 Miles N. of Smithville off Highway 56 and 6 miles S. of I-40, contains 65 parking spaces and 23 picnic sites each with a table and grill. Additional amenities include a picnic shelter, restroom, playground, swim/beach area and a launching ramp.

c. LONG BRANCH CAMPGROUND (Item # 070): 5 miles S. of I-40 on Highway 141 below Center Hill Dam, this area contains 60 campsites each with electric and water hookups, a picnic table, a grill and a camping pad or parking space. Other features include a shower building, dumping station, and 2 picnic shelters

d. RAGLAND BOTTOM CAMPGROUND (Item # 071): 8 miles E. of Smithville on Highway 70, contains 57 campsites each with a picnic table, grill and camping pad or parking space (for tent sites). Other facilities include washhouses, dump station, launching ramp, and hiking trail.

e. RAGLAND BOTTOM DAY USE (Item # 072): 8 miles E. of Smithville on Highway 70, contains 110 parking spaces and 46 picnic sites with tables and grills. Additional features include a swim/beach area, restroom, playground, launching ramp, and picnic shelter.

**TP-12.7 SCHEDULE OF WORK:** Reporting Date for Park Attendants: 10 a.m., three workdays before the campground opening. When any absence from duty is necessary, every occurrence shall be coordinated with the

Contractor with sufficient time to provide alternate staffing. Any changes to schedules must be approved by the Contractor then authorized by the COR. The COR may change the time of the schedule with no change in the number of hours of work per week. For the three summer holidays, the Campground Registration Center shall typically be open and staffed 14 hours each day, 8 a.m. - 10 p.m. for a four day period. This period shall be Friday, Saturday, Sunday, and Monday for Memorial Day and Labor Day. The four day period for the Fourth of July will be identified by the COR. The estimated season for Park Attendant work is listed in Table 12.7 A. The estimated daily schedule for Park Attendants is listed in Table 12.7 B.

<b>Table 12.7 A Park Attendant Estimated Seasonal Schedule</b>		
<b>Recreation Area</b>	<b>Weekly Work Days</b>	<b>Work Season</b>
Floating Mill Campground	6	15 Apr. - 31 Oct.
Floating Mill Day Use	6	1 May - 15 Sep.
Ragland Bottom Campground	6	15 Apr. - 31 Oct.
Ragland Bottom Day Use	6	1 May - 15 Sep.
Long Branch Campground	6	1 Apr. - 31 Oct.

<b>Table 12.7 B Park Attendant Estimated Daily Schedule</b>								
<b>Recreation Area</b>	<b>Weekly Work Hours</b>	<b>Work Schedule</b>						
		<b>Sun</b>	<b>Mon</b>	<b>Tue</b>	<b>Wed</b>	<b>Thu</b>	<b>Fri</b>	<b>Sat</b>
Campgrounds	60	0800-1600	1000-1300 1700-2000	1000-1300 1700-2000	off	1000-1300 1700-2000	1000-2200*	0800-2200*
Day Use Areas	45	1100-1700	1100-1700	off	1100-1700	1100-1700	1000-2000	0900-2000

\*Two personnel on duty 1600-2000

## EXHIBIT A

### QUALITY ASSURANCE SURVEILLANCE PLAN

**1. QUALITY ASSURANCE SURVEILLANCE PLAN (QASP).** This plan will be used to assure the Government that the work specified under this contract is completed satisfactorily. The Government retains the right to change or modify this plan at its discretion. The Government further reserves the right to change the method or level (reduced, normal or tightened) of surveillance for any services at any time. Deductions for unperformed services will be determined in accordance with the deductions procedure for the surveillance method used.

#### 2. DEFINITIONS:

a. Acceptable Quality Level (AQL). The AQL is a pre-determined value selected and used by the Government Quality Assurance Inspector to distinguish between satisfactory and unsatisfactory performance. Evaluation by random/planned sampling, AQL's is stated in percentages (i.e. 0.05, 0.10, 0.15, and 0.20) as per table A-1. The AQL table has three parts: Lot (Population) size, sample size, and the allowable reject level.

b. Lot (Population Size). A "lot" equals the total number of required services per inspection period.

Example: 505 picnic sites to be cleaned each scheduled day  
\* 20 cleaning days/month (chosen inspection period)  
10,100 Lot (population size)

c. Sample Size. The size is determined in Table A-1 and is dependant upon lot size and the assigned AQL level.

Example: AQL level of 0.10 and a population of 10,100 will equal a Sample Size of 26 as per Table A-1.  
Example: AQL level of 0.10 and a population of 10,100 will equal a Sample Size of 26 as per Table A-1.  
Example: AQL level of 0.10 and a population of 10,100 will equal a Sample Size of 26 as per Table A-1.

d. Allowable Reject Level (ARL). The ARL is the allowable margin of error allowed the Contractor under the Random and Planned Sampling Methods. When the observed total number of defects per inspection period is equal to or less than the ARL, the work shall be considered satisfactory. If the observed total number of defects per inspection period is greater than the ARL, the work will be considered unsatisfactory. Unsatisfactory ratings will require corrective action and/or deductions, and will include a review of the Contractor's Quality Control Program. Notification of unsatisfactory performance exceeding the ARL will be in the form of a Deficiency Report issued by the COR or authorized representative.

Example: AQL of 0.10, population of 10,100, sample size of 26 will equal an ARL of 6 as per Table A-1.

#### 3. PAYMENT ANALYSIS.

3.1 Random Sampling Method. Surveillance based on random sampling is a Government Quality Assurance evaluation method designed to evaluate some part, but not all, of the contract service requirements being monitored. This method, based on statistical theory, estimates the contractor's overall level of performance for a given service requirement. Random sampling is considered where there is a large homogeneous population and a 100% inspection is not feasible. Surveillance of the results of a scheduled service is based on samples from finished work using the random sample table. These results are then compared to the specified performance standards.

3.1.1 Monitoring. Inspection of all services performed under this method will be conducted according to a schedule developed by the Government. Inspection samples will be selected randomly from each lot. Only those items appearing in the random samples will be used for evaluating performance.



3.1.2 Deductions. Once a random sample has been taken of a lot, and the number of defective items exceeds the ARL for that lot, a deduction will be based on the following example:

- a. Monthly lot contract price for cleaning picnic sites is \$5,050.00.
- b. Lot size is 10,100 units.
- c. Sample Size using an AQL of 0.10 is 26 (Table A-1).
- d. Number of defects in the sample is 8 (ARL of 6).
- e. Percentage of sample defective is 0.308 ( $d/c = 8/26 = 0.308$ ).
- f. Deduction from the current months invoice is \$1,555.40 ( $a*e = \$5,050.00*0.308 = \$1,555.40$ ).

3.2 Planned Sampling Method. Surveillance by planned sampling, like random sampling, is designed to inspect some part, but not all of the contract service requirements being monitored. Planned sampling under this plan will differ from random sampling only in the way in which samples are selected. The same AQL tables will be used (where practical) with lot size, sample size, and ARL's remaining the same. Planned sampling will be used in lieu of random sampling when the lot size is not large enough to make the random tables practical, or the service is not critical enough to warrant 100% inspection, or to avoid excessive travel and loss of productive time for the inspector. The results of these inspections, like random sampling, are then compared to the specific performance standards.

EXAMPLE: The inspector is to inspect bulletin boards. Bulletin board lot size is only 38 and occurs in only one park and the headquarters area. If the random sampling method determines that the inspector must inspect the cleaning service of restrooms in a particular park that contains a bulletin board, then the inspector may chose, by planned sampling, to inspect the cleaning of that bulletin board in that same park rather than drive to another park to make a separate similar inspection.

3.2.1 Monitoring. Inspection of all services performed under this method will be conducted according to a schedule developed by the Government. The Government may, however, choose facilities it wishes to inspect without randomly selecting. Only those samples will be used for evaluating performance.

3.2.2 Deductions. Once a planned sample has been taken of a lot, and the number of defective items exceeds the ARL (as chosen by the Government) for that lot, a deduction will be based on the following example:

- a. Contract price for bulletin boards is \$19.00.
- b. Population size is 38.
- c. Sample size using an AQL of 0.05 is 15.
- d. Number of defects in the sample is 6 (ARL of 3).
- e. Percentage ( $d/c = 6/15 = 0.40$ ) of sample defective is 0.40.
- f. Deduction ( $a*e = \$19.00*0.40 = \$7.60$ ) for the current month is \$7.60.

3.3 100% Inspection Method. Surveillance by this method requires that every occurrence of a performed service be monitored. Contract requirements using these evaluations are generally those that occur infrequently, or are essential, or are costly to perform. These results are then compared to the specific performance standards.

3.3.1 Monitoring. Inspection of all services performed under this method will be conducted according to a schedule developed by the Government. All services in a lot will be inspected and used for evaluating performance.

3.3.2 Deductions. The COR may require that all work which fails to provide the desired results be redone or reduce the contract price to equal the reduced value of the service. The contractor shall ensure that defects do not recur. If the contractor fails to rework the rejected areas or the defects are recurring, the Government may:

3.3.2.1 Reduce the contract price to equal the reduced value of the service.

3.3.2.2 Perform the required services, by contract or otherwise, and deduct any costs incurred by the Government that is directly related to the performance of such services from the contractor's monthly invoice.

3.3.2.3 Terminate the contract for default.

3.3.2.4 Deductions. The deductions taken under this method will be based on the following example:

a. Monthly lot contract price for cleaning campsites in a park is \$1,200.00.

b. Lot size is 60.

c. Sample size is 100% or 60.

d. Number of defects is 15.

e. Percentage ( $d/c = 15/60 = 0.25$ ) of Sample defects is 0.25.

f. The deduction ( $a * e = f$  or  $\$1,200.00 * 0.25 = \$300.00$ ) from the current months invoice is \$300.00.

3.3.2.5 Should it become necessary for the inspector to perform re-inspections of defective work that was required to be redone (due to failure of the contractor Quality Control System to locate and cure these deficiencies prior to the Government's inspection), there will be a re-inspection/administration charge equal to the Actual Government Cost (AGC) at the Effective Hourly Rate (E.H.R.) applied to re-inspect. The AGC re-inspection time will start the minute the inspector is called and or stops other duties to perform the re-inspection and will end when the inspector returns to the duty site after the inspection. These charges will be deducted from the contractor's monthly invoice. Re-inspection charges will only be deducted when the contractor has been given the opportunity to redo work that was not originally performed correctly. If work is not performed correctly after given the opportunity to redo, then deductions will be made as shown in 3.3.2.4. Deductions for re-inspection will be taken based on the following example:

Re-inspection of picnic site cleaning is required on 15 sites in a particular park and on 2 sites in another park. The inspector was at the office when called to re-inspect. The actual time to inspect the two parks and return to the office was 40 minutes. The inspector's Effective Hourly Rate (E.H.R.) is \$11.30 per hour. The re-inspection deduction will be made as follows:

$E.H.R. * (Inspection\ minutes / 60\ minutes) = deduction$  or  $\$11.30 * (40/60) = \$7.53$

**TABLE A-1**  
**ACCEPTABLE QUALITY LEVEL (AQL) Sample Sizes and Reject Levels Normal Surveillance**

Population Size	0.05	0.05	0.1	0.1	0.15	0.15	0.2	0.2
	Sample Size	Reject Size	Sample Size	Reject Size	Sample Size	Reject Size	Sample Size	Reject Size
50	15	3	17	4	19	5	21	9
75	16	3	19	4	22	6	24	9
100	17	3	21	5	24	6	26	9
125	18	3	22	5	25	7	28	9
150	18	3	22	5	26	7	29	9
175	19	3	23	5	26	7	29	9
200	19	3	23	5	27	7	30	9
225	19	3	24	5	27	7	30	9
250	19	3	24	5	27	7	31	10
275	19	3	24	5	28	7	31	10
300	20	3	24	5	28	7	31	10
325	20	3	24	5	28	7	32	10
350	20	3	24	5	28	7	32	10
375	20	3	25	5	28	8	32	10
400	20	3	25	5	29	8	32	10
450	20	3	25	5	29	8	33	10
500	20	3	25	5	29	8	33	10
550	20	3	25	5	29	8	33	10
600	20	3	25	5	29	8	33	10
650	20	3	25	5	29	8	33	10
700	20	3	25	5	29	8	33	10
750	20	3	25	5	30	8	33	11
800	20	3	25	5	30	8	34	11
900	20	3	26	6	30	8	34	11
1,000	21	4	26	6	31	8	34	11
1,200	21	4	26	6	31	8	34	11
1,400	21	4	26	6	31	8	34	11
1,600	21	4	26	6	31	8	34	11
1,800	21	4	26	6	31	8	34	11
2,000	21	4	26	6	31	8	34	11
2,500	21	4	26	6	31	8	35	11
3,000	21	4	26	6	31	8	35	11
3,500	21	4	26	6	31	8	35	11
4,000	21	4	26	6	31	8	35	11
5,000	21	4	26	6	31	8	35	11
6,000	21	4	26	6	31	8	35	11
8,000	21	4	26	6	31	8	35	11
10,000	21	4	26	6	31	8	35	11

**Table A-2  
PERFORMANCE REQUIREMENTS SUMMARY**

The required standards of all work to be performed shall meet the Technical Provisions as specified. A "LOT" equals the number of executions within the inspection period.

<b>Required Services</b>	<b>Section</b>	<b>AQL Degree of Deviation</b>	<b>QASP Method</b>
Non-routine Work	TP 1	0 Rejects	100 % Inspection
Septic Tank Pumping	TP 2	0 Rejects	100% Inspection
Facilities, Buildings & Systems	TP 2	0 Rejects	100% Inspection
Mowing	TP 3	0 Rejects	100% Inspection
Cleaning Services	TP 4	AQL = 0.10	Random Sampling
Amphitheater & Bulletin Board Cleaning	TP 4	AQL = 0.10	Random Sampling
Dump Station Cleaning	TP 4	AQL = 0.10	Random Sampling
Litter Removal	TP 4	AQL = 0.10	Random Sampling
Sealing and Striping	TP 5	0 Rejects	100% Inspection
Primitive Campsite and Remote Access Area Litter Removal and Cleaning	TP 6	AQL = 0.10	Planned Sampling
Herbicide Application	TP 7	0 Rejects	100% Inspection
Marking and Painting Boundary Lines	TP 8	0 Rejects	100% Inspection
Janitorial Services	TP 9	AQL = 0.05	Planned Sampling
Beach & Playground Maintenance	TP 10	0 Rejects	100% Inspection
Maintenance of Navigation Aids	TP 11	0 Rejects	100% Inspection
Park Attendant Service	TP 12	0 Rejects	Planned Sampling

## EXHIBIT B

### DEFINITIONS AND MEANINGS

- Contract Deficiency Report (CDR). An official record by the government notifying the Contractor to make a correction in performance and/or of a deduction to be made.
- Contracting Officer. A government official with authority to enter into, administer, and/or terminate contracts and make related determinations and findings.
- Contracting Officer's Representative (COR). An individual designated in writing by the Contracting Officer to be responsible for administration of the contract.
- Contractor. The term Contractor refers to the prime Contractor and all contractor employees and personnel. The prime Contractor shall be responsible for ensuring all subcontractors comply with the provisions of this contract.
- Contractor Representative. A foreman or superintendent, assigned to represent the interests of the Contractor with regards to all matters involving this contract.
- Ditch line. A ditch line is the entire area of drainage from both slopes of the trough.
- Hazardous Materials. Chemicals that have been determined to present risks to health, safety and property during transportation. An element, compound or mixture that when discharged in any quantity, onto land or water, poses an imminent and substantial threat to public health and welfare. Such materials as flammable / combustible materials, acids, caustics, compressed gases, oxidizers, etc.
- Hazardous Waste. Waste that because of its quantity, concentration or characteristics may pose a substantial hazard to human health or the environment when improperly treated, stored, transported or disposed of or otherwise managed. Such waste may include, but is not limited to, paint, solvents, oil, gasoline, other petroleum products, pesticides, cleaners, anti-freeze, batteries, etc.
- Maintenance. The recurring day-to-day, periodic, or scheduled work required to preserve or maintain a facility, a piece of equipment, a vehicle or any other item in such condition that it may be effectively utilized for its designated functional purpose.
- National Recreation Reservation Service (NRRS): The official USDA Forest Service and U.S. Army Corps of Engineers, nationwide reservation system for camping and other reservable facilities.
- Preventive Maintenance. Preventive maintenance is the correction of incipient failures before they develop into major defects requiring costly correction.
- Preventive Maintenance Service. Acts of maintenance done to prevent failures and to insure efficient operation on a routine schedule.
- Quality Assurance (QA). A method used by the Government to provide a measure of control over the quality of services provided by the Contractor.
- Quality Control (QC). A method used by the Contractor to control the quality of services provided.

- Subcontractor. A subcontractor that performs other than one time or incidental services of a minor nature (i.e. other than a subcontractor used by the Contractor to make a one-time equipment repair). A subcontractor that is used to perform services on a routine, recurring basis (i.e. a subcontractor used to perform mowing work all season in one or more areas).

EXHIBIT C											
APPROXIMATE QUANTITIES BY AREA											
All quantities by area are estimated. The offerors are encouraged to examine areas personally to satisfy themselves of actual conditions.											
ITEM	Buffalo Valley & Overlook	Center Hill Park	Earthen Embankment	Floating Mill	Hurricane Bridge	Johnson Chapel	Long Branch	Radio Tower & Access	Ragland Bottom	Random Fill & Other Areas	Resource Manager's Office
Amphitheaters				1							
Bulletin Boards	1			4	2		4		5		
Beaches				2					1		
Boat Ramps	1	1		2	2	1	1		2		
Campsites				117			60		57		
Drinking Fountains	1	1		8	1	2	3		9		
Dump Stations				2			1		1		
Dumpsters (CFI)	1			6	1	1	3		4		
Electrical Pedestals				69	1	1	61		42		
Entrance Stations				2	1		1		2		
Fish Cleaning Stations				1			1				
Courtesy Floats				1	1				2		
Mowing (acres)	4	4	8	20	5	6	9	1	30	18	4.4
Picnic Shelters		1		1	1		2		1		
Picnic Sites		12		23	24	18	11		38		
Playground (Sets)				1			2		2		
Restrooms	2	1		2	1		2		1		
Roads (miles)											
Sand Filter System											
Security Street Lights											
Telephone Booth				2	1		1		1		
Trails (no./mi.)	1			1					1		
Trash Receptacles *	7	15		34	25	19	16		50		
Volleyball/Basketball Courts							1		2		
Washers/Dryers				2/2			2/2		2/2		

Wash Houses				3		1	2		3		
Water Hydrants				69	1	1	62		43		

\* Total number of trash receptacles does not include trash receptacles located at restrooms, bathhouses, picnic shelters, and fish cleaning stations.

**EXHIBIT D**

**CONTRACTOR GUIDELINES FOR:**

1. The Preparation of the Accident Prevention Proposal (Safety Plan) - Appendix A
2. The Preparation of the Activity Hazard Analysis ----- Appendix B



16 July 1993

APPENDIX AHELPFUL HINTS FOR THE PREPARATION OF THE  
CONTRACTOR'S  
ACCIDENT PREVENTION PROPOSAL

1. The following are minimum considerations for developing the Contractor's Accident Prevention Proposal. These helpful hints raise a number of basic questions that need to be answered for the Contractor's safety plan to be an effective management tool for use by on-site supervision. This plan shall be specific for this job.

a. Time of Submittal. The safety plan and the activity hazard analysis for the first phases of the job shall be acceptable prior to start of work. The plan and analysis shall be submitted for review within ten (10) calendar days after notice of award so that discussion can take place at the pre-construction conference. Job hazard analysis for later phases of work shall be acceptable prior to the start of that phase. It is recommended that the activity hazard analysis for the next phase of work be submitted twenty days before scheduled phase starts in order to give ample time for review. The safety plans shall contain a list of the phases to complete the works. Each phase shall have an anticipated start date. On short jobs, one submittal covering the total job will be sufficient.

b. Responsible Individual(s). Who will be responsible for enforcing the safety program and what are the basic duties? How will this person be held accountable? Include a statement that there will be compliance with pertinent provision of the U.S. Army Corps of Engineers Safety and Health Requirements Manual, EM 385-1-1.

c. Subcontractor Supervision. What procedures will be followed to assure that Subcontractor activities are fully integrated into the project safety plan and activity hazard analysis?

d. Indoctrination of New Employees Before Start of Work. Every employee is required to receive an initial safety briefing prior to starting work. The safety plan shall establish the procedures for ensuring the following items are covered:

- (1) General safety policy and pertinent provisions of EM-385-1-1.
- (2) Requirements for employee and project safety.
- (3) Employee's responsibilities for property and safety of others.
- (4) Employee's responsibilities for reporting all accidents.
- (5) Medical facilities and required treatment.
- (6) Procedures for reporting or correcting safety problems.
- (7) Safe clearance procedures.
- (8) Fire fighting and other emergency procedures.
- (9) Activity hazard analysis.
- (10) Personal protective equipment.

e. On-the-Job Safety Meetings.

(1) When and where will the monthly safety meetings for all supervisors be held? Who will conduct the meetings and what will be covered?

(2) How will the weekly "tool box" meetings be conducted?

f. Accident Reporting. The contract requires prompt reporting of injuries, fire, and property damage. Initial reports must be reported immediately to the on-site government representative and written reports shall be submitted within one to four working days. How does the safety plan reflect responsibilities assigned for immediate oral reporting, accident investigation, determining proper corrective action, and preparation of reports?

g. Sanitary Facilities. What toilet facilities will be provided considering the number and distribution of employees? What other considerations are planned for drinking water and washing facilities?

h. First Aid and Medical. Describe first aid facilities and qualifications of attendant. List telephone numbers of physician, ambulance, and hospital.

i. Housekeeping. How will access ways to work areas be maintained during work hours? What procedures will be followed to assure daily cleanup?

j. Fire Protection. Considering the availability of existing fire protection, what general types and size of extinguishers and fire barrels will be required to protect buildings, shops, and storage areas as well as to deal with special hazards such as welding and flammable liquids? Name the local professional fire fighters. List their telephone number.

k. Machinery and Mechanized Equipment. How will inspection of cranes, trucks, and other mechanical equipment be accomplished? Frequency, by whom, what type of records will be kept?

l. Hazardous Material/Waste. If hazardous material/waste not generated by the contractor is encountered during the work. The Contract Officer's Representative (COR) will be notified immediately. If hazardous material/waste is generated as a result of the work, the job hazard analysis must identify the material/wastes and describe handling and disposal procedures. Copies of disposal manifests must be furnished to the COR and retained in contractor files for a minimum of three years.

2. Posters, contests, safety awards help develop positive attitudes toward safety rules. What methods, if any, will be used on this project? Most accidents are preventable by well thought out and executed safety plans.

**APPENDIX B****GUIDELINES FOR THE PREPARATION OF  
ACTIVITY HAZARDS ANALYSIS**

1. Activity Hazards Analysis Development. Before starting any major phase of work, an activity hazards analysis shall be developed and reviewed with the Government representative. This analysis will evaluate anticipated hazards and outline the proposed methods and techniques, which will be utilized to accomplish the work in a safe manner.

2. Phase of Work. Listed are examples of major phases of work, but this list is not all-inclusive. Phases of work shall be tailored to the specific characteristics of the contract. For example:

- Storage, Handling, Use and Disposal of Hazardous Material/Waste
- Preparation and Layout
- Clearing and Grubbing
- Earthwork
- Trench Excavation
- Blasting
- Demolition
- Concrete Placement
- Steel Erection
- Masonry
- Electrical Work
- Mechanical Work
- Metal Siding
- Roofing
- Carpentry
- Painting
- Drop-in-Ceiling

3. Sample Activity Hazards Analysis. The enclosed sample shows a possible format for a phase safety plan that might be submitted on a representative project. This sample incorporates a phase of work, the safety hazards that may be encountered, and precautionary actions that will be taken to overcome these hazards.

4. Indoctrination. Employees performing the work must be made aware of the activity hazard analysis. For this reason, an important part of any phase plan is the indoctrination of all employees who will be performing the work. The foreman shall have a copy of the AHA and a copy of the Safety and Health Requirements Manual, EM 385-1-1, on every job site. The Government will furnish one copy of EM 385-1-1.

5. A Working Document. The AHA is a working document and must be reviewed and updated as more knowledge of the specific activity is gained.

**EXHIBIT E**

DELIVERY ORDER COST ESTIMATE					
Contract No.:		D.O. Cost Est. No.:		DATE:	
I. WORK DESCRIPTION:					
(Attach add'l plans, specs, or drawings)					
II. COST ESTIMATE: Submitted by: Govt. ( ) or Cont. ( ) Cont. Sect. No.: 1					
Item no	Service	Quantity	Unit	Unit Price	Amount
				TOTAL	
III. GOVERNMENT FURNISHED ITEMS (GFI) REQUIRED:					
Description	Unit	Quantity	Description	Unit	Quantity
PREPARED BY: _____ (Date) _____					
APPROVED BY: _____ (Date) _____					
REMARKS: ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE PROVISIONS OF THE OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA) IN ADDITION TO THE STANDARDS OF THE CORPS OF ENGINEERS MANUAL EM385-1-1, "SAFETY AND HEALTH REQUIREMENTS MANUAL". THE CONTRACTOR SHALL BE RESPONSIBLE FOR ACQUAINTING HIMSELF WITH ALL CHANGES TO OSHA STANDARDS AND THE EFFECTIVE DATE OF SUCH CHANGES.					
ORN Form 564 Rev SEP 87					
<b><u>RECORD OF NEGOTIATIONS</u></b>					
Contr. No: _____		DO Cost Est. No: _____		Date: _____ Time: _____	

Government Representatives:

Contractor Representatives:

_____	_____
_____	_____
_____	_____
_____	_____

**REMARKS:**

(Attach additional sheets if necessary)

**NEGOTIATED COST ESTIMATE**

<u>Item No.</u>	<u>Services</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
-----------------	-----------------	-----------------	-------------	-------------------	---------------

TOTAL

CONTRACTOR'S REPRESENTATIVE: \_\_\_\_\_  
(Signature) (Date)

GOVERNMENT'S REPRESENTATIVE: \_\_\_\_\_  
(Signature) (Date)

APPROVED BY COR: \_\_\_\_\_  
(Signature) (Date)

## Section E - Inspection and Acceptance

## INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	N/A
0005	N/A	N/A	N/A	N/A

## INSPECTION AND ACCEPTANCE TERMS

Supplies/services will be inspected/accepted at:

CLIN	INSPECT AT	INSPECT BY	ACCEPT AT	ACCEPT BY
0001	N/A	N/A	N/A	N/A
0002	N/A	N/A	N/A	N/A
0003	N/A	N/A	N/A	N/A
0004	N/A	N/A	N/A	N/A
0005	N/A	N/A	N/A	N/A

## CLAUSES INCORPORATED BY REFERENCE

52.246-4	Inspection Of Services--Fixed Price	AUG 1996
52.246-12	Inspection of Construction	AUG 1996

## Section F - Deliveries or Performance

DELIVERIES OR PERFORMANCE**SECTION F  
DELIVERIES OR PERFORMANCE**

## F.1 DELIVERY OR PERFORMANCE

1. PERIOD OF SERVICE. The period of service under this contract will begin 01 January 2006. Service under the initial performance period of this contract will end 31 December 2006. If options to extend the term of the contract are exercised, the bonds must be submitted prior to beginning work on the designated option year.

2. INSURANCE. In accordance FAR 52.228-5 Insurance -- Work on a Government Installation (Jan 1997) and SECTION L, REQUIRED INSURANCE, the Contractor shall furnish to the Contracting Officer a certificate or written statement regarding insurance coverage prior to commencement of services.

3. COMMENCEMENT, PROSECUTION AND COMPLETION OF WORK. The Contractor will be required to commence work on the first delivery order under this contract within 48 hours after the date of issuance of the order. The Contractor shall prosecute said work diligently, and shall complete each delivery order by the date prescribed in the order.

4. PLACE OF PERFORMANCE. All work and services are in the Center Hill Lake area. Address of the Resource Manager is as follows:

Resource Manager  
Center Hill Lake  
158 Resource Lane  
Lancaster, TN 38569-6298  
(931) 858-3125

## DELIVERY INFORMATION

CLIN	DELIVERY DATE	QUANTITY	SHIP TO ADDRESS	UIC
0001	POP 01-JAN-2006 TO 31-DEC-2006	N/A	N/A FOB: Destination	
0002	POP 01-JAN-2007 TO 31-DEC-2007	N/A	N/A FOB: Destination	
0003	POP 01-JAN-2008 TO 31-DEC-2008	N/A	N/A FOB: Destination	
0004	POP 01-JAN-2009 TO 31-DEC-2009	N/A	N/A FOB: Destination	

0005	POP 01-JAN-2010 TO 31-DEC-2010	N/A	N/A FOB: Destination
------	-----------------------------------	-----	-------------------------

CLAUSES INCORPORATED BY REFERENCE

52.242-15	Stop-Work Order	AUG 1989
-----------	-----------------	----------



## Section G - Contract Administration Data

**SECTION G  
CONTRACT ADMINISTRATION DATA**

1. INVOICES. The invoice shall contain the following information: Contract Number, Delivery Order Number, Unit Price and Amount. Invoices (original and one copy) shall be submitted to the following address:

Resource Manager  
Center Hill Lake  
158 Resource Lane  
Lancaster, TN 38569-6298  
(931) 858-3125

2. INFORMATION FOR USE WITH THE OPTION CLAUSE

The contractor will be required to provide payroll data and employee scheduling data for use with the option clause. Only information on those employees working under this contract is required. This information will be used to determine any increase or decrease in price of the contract based on wage rate determinations. FAR 52.222-43 -- FAIR LABOR STANDARDS ACT AND SERVICE CONTRACT ACT -- PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS) (MAY 1989) is applicable as referenced in Section I of this solicitation.

3. PROCEDURES FOR ISSUING ORDERS

- a. Ordering. Services to be furnished under this contract shall be furnished at such times as ordered by the issuance of task orders on DD Form 1155 by the Ordering Officer or Procuring Contracting Officer (PCO). All orders issued hereunder are subject to the terms and conditions of this contract. This contract shall prevail in the event of conflict with any order. When mailed, a task order shall be "issued" for purposes of this contract at the time the government deposits the order in the mail, or if transmitted by other means, when physically delivered to the contractor.

- b. Ordering Procedures:

- (1) Task Orders issued shall include, but not be limited to, the following information:
  - (a) Date of order.
  - (b) Contract and order number.
  - (c) Funding (appropriation and accounting data).
  - (d) Contract line item quantities.
  - (e) Total price for the task order, which shall equal the contract line item price multiplied by the quantity.
  - (f) Period of time in which services are to be performed.
  - (g) Place/area in which work will be performed.
- (2) If at anytime during the performance of an order, the contractor has reason to believe the order will not be completed within the "price" or the required completion schedule cannot be met, he shall promptly notify the PCO and Ordering Officer in writing.
- (3) For the duration of the contract, the contractor shall maintain the capability to perform the orders issued hereunder on a short reaction basis, which is defined as being able to meet a three workday response time from receipt of order until performance commences.
- (4) The contractor agrees to separately account for each order issued hereunder and will not transfer costs between individual orders unless authorized in writing by the PCO.

(5) It is understood the government may, at its option, modify or cancel in whole or in part, and change priorities assigned in orders.

(6) Any order issued during the effective period of this contract and not completed within that period shall be completed by the contractor within the time specified in the order, and the rights and obligations of the contractor and the government respecting that order shall be governed by the terms and conditions of this contract as fully and to the same extent as if completed during the effective period of the contract.

4. ACCOUNTING AND APPROPRIATION DATA

The applicable accounting and appropriation data is as follows:

(To be indicated on each task order, DD Form 1155, Block 17.)

CLAUSES INCORPORATED BY REFERENCE

252.201-7000

Contracting Officer's Representative

DEC 1991

## Section H - Special Contract Requirements

SPECIAL CONTRACT REQUIREMENTS**SECTION H - SPECIAL CONTRACT REQUIREMENTS  
REQUIRED INSURANCE**

The contract shall procure and maintain during the entire period of performance under this contract the following minimum insurance.

TYPE	AMOUNT	PROPERTY DAMAGE
Comprehensive General Liability	\$500,000.00 Each Occurrence	*****
	***** Each Accident	\$100,000.00
	\$500,000.00 Aggregate	*****
Automobile Liability	\$200,000.00 Each Person	*****
	\$500,000.00 Each Accident	\$100,000.00
Worker's Compensation and Employer's Liability minimum	\$100,000.00	

## Section I - Contract Clauses

## CLAUSES INCORPORATED BY REFERENCE

52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-6	Restrictions On Subcontractor Sales To The Government	JUL 1995
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	JAN 1997
52.203-12	Limitation On Payments To Influence Certain Federal Transactions	JUN 2003
52.204-4	Printed or Copied Double-Sided on Recycled Paper	AUG 2000
52.204-7	Central Contractor Registration	OCT 2003
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	JAN 2005
52.215-2	Audit and Records--Negotiation	JUN 1999
52.215-8	Order of Precedence--Uniform Contract Format	OCT 1997
52.215-10	Price Reduction for Defective Cost or Pricing Data	OCT 1997
52.215-11	Price Reduction for Defective Cost or Pricing Data--Modifications	OCT 1997
52.215-13	Subcontractor Cost or Pricing Data--Modifications	OCT 1997
52.215-14	Integrity of Unit Prices	OCT 1997
52.215-15	Pension Adjustments and Asset Reversions	OCT 2004
52.215-18	Reversion or Adjustment of Plans for Postretirement Benefits (PRB) Other than Pensions	OCT 1997
52.215-19	Notification of Ownership Changes	OCT 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data--Modifications	OCT 1997
52.219-8	Utilization of Small Business Concerns	MAY 2004
52.222-1	Notice To The Government Of Labor Disputes	FEB 1997
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-35	Equal Opportunity For Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans	DEC 2001
52.222-36	Affirmative Action For Workers With Disabilities	JUN 1998
52.222-37	Employment Reports On Special Disabled Veterans, Veterans Of The Vietnam Era, and Other Eligible Veterans	DEC 2001
52.222-41	Service Contract Act Of 1965, As Amended	MAY 1989
52.222-43	Fair Labor Standards Act And Service Contract Act - Price Adjustment (Multiple Year And Option)	MAY 1989
52.222-44	Fair Labor Standards And Service Contract Act - Price Adjustment	FEB 2002
52.223-5	Pollution Prevention and Right-to-Know Information	AUG 2003
52.223-6	Drug-Free Workplace	MAY 2001
52.223-13	Certification of Toxic Chemical Release Reporting	AUG 2003
52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.228-11	Pledges Of Assets	FEB 1992
52.229-3	Federal, State And Local Taxes	APR 2003
52.232-1	Payments	APR 1984
52.232-8	Discounts For Prompt Payment	FEB 2002

52.232-9	Limitation On Withholding Of Payments	APR 1984
52.232-25	Prompt Payment	OCT 2003
52.232-33	Payment by Electronic Funds Transfer--Central Contractor Registration	OCT 2003
52.233-1	Disputes	JUL 2002
52.233-3	Protest After Award	AUG 1996
52.233-4	Applicable Law for Breach of Contract Claim	OCT 2004
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.242-1	Notice of Intent to Disallow Costs	APR 1984
52.242-13	Bankruptcy	JUL 1995
52.242-15	Stop-Work Order	AUG 1989
52.243-1	Changes--Fixed Price	AUG 1987
52.243-7	Notification Of Changes	APR 1984
52.248-1	Value Engineering	FEB 2000
52.249-2	Termination For Convenience Of The Government (Fixed- Price)	MAY 2004
52.249-8	Default (Fixed-Price Supply & Service)	APR 1984
52.253-1	Computer Generated Forms	JAN 1991

#### CLAUSES INCORPORATED BY FULL TEXT

##### 52.202-1 DEFINITIONS (JUL 2004)

(a) When a solicitation provision or contract clause uses a word or term that is defined in the Federal Acquisition Regulation (FAR), the word or term has the same meaning as the definition in FAR 2.101 in effect at the time the solicitation was issued, unless--

- (1) The solicitation, or amended solicitation, provides a different definition;
- (2) The contracting parties agree to a different definition;
- (3) The part, subpart, or section of the FAR where the provision or clause is prescribed provides a different meaning;  
or
- (4) The word or term is defined in FAR Part 31, for use in the cost principles and procedures.

(b) The FAR Index is a guide to words and terms the FAR defines and shows where each definition is located. The FAR Index is available via the Internet at <http://www.acqnet.gov> at the end of the FAR, after the FAR Appendix.

(End of clause)

##### 52.203-8 CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY (JAN 1997)

(a) If the Government receives information that a contractor or a person has engaged in conduct constituting a violation of subsection (a), (b), (c), or (d) of Section 27 of the Office of Federal Procurement Policy Act (41 U.S.C. 423) (the Act), as amended by section 4304 of the 1996 National Defense Authorization Act for Fiscal Year 1996

(Pub. L. 104-106), the Government may--

(1) Cancel the solicitation, if the contract has not yet been awarded or issued; or

(2) Rescind the contract with respect to which--

(i) The Contractor or someone acting for the Contractor has been convicted for an offense where the conduct constitutes a violation of subsection 27(a) or (b) of the Act for the purpose of either--

(A) Exchanging the information covered by such subsections for anything of value; or

(B) Obtaining or giving anyone a competitive advantage in the award of a Federal agency procurement contract; or

(ii) The head of the contracting activity has determined, based upon a preponderance of the evidence, that the Contractor or someone acting for the Contractor has engaged in conduct constituting an offense punishable under subsections 27(e)(1) of the Act.

(b) If the Government rescinds the contract under paragraph (a) of this clause, the Government is entitled to recover, in addition to any penalty prescribed by law, the amount expended under the contract.

(c) The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law, regulation, or under this contract.

(End of clause)

#### 52.216-19 ORDER LIMITATIONS. (OCT 1995)

(a) Minimum order. When the Government requires supplies or services covered by this contract in an amount of less than \$100.00, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) Maximum order. The Contractor is not obligated to honor:

(1) Any order for a single item in excess of \$100,000.00;

(2) Any order for a combination of items in excess of \$300,000.00; or

(3) A series of orders from the same ordering office within two days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within two days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

(End of clause)

## 52.216-21 REQUIREMENTS (OCT 1995)

(a) This is a requirements contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies or services specified in the Schedule are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in the quantities described as "estimated" or "maximum" in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. Subject to any limitations in the Order Limitations clause or elsewhere in this contract, the Contractor shall furnish to the Government all supplies or services specified in the Schedule and called for by orders issued in accordance with the Ordering clause. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(c) Except as this contract otherwise provides, the Government shall order from the Contractor all the supplies or services specified in the Schedule that are required to be purchased by the Government activity or activities specified in the Schedule.

(d) The Government is not required to purchase from the Contractor requirements in excess of any limit on total orders under this contract.

(e) If the Government urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the Government may acquire the urgently required goods or services from another source.

(f) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after one year.

(End of clause)

## 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 60 days.

(End of clause)

## 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within prior to the end of the performance period; provided that the Government gives the Contractor a preliminary written notice of its

intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed five years.

(End of clause)

#### 52.228-1 BID GUARANTEE (SEP 1996)

(a) Failure to furnish a bid guarantee in the proper form and amount, by the time set for opening of bids, may be cause for rejection of the bid.

(b) The bidder shall furnish a bid guarantee in the form of a firm commitment, e.g., bid bond supported by good and sufficient surety or sureties acceptable to the Government, postal money order, certified check, cashier's check, irrevocable letter of credit, or, under Treasury Department regulations, certain bonds or notes of the United States. The Contracting Officer will return bid guarantees, other than bid bonds, (1) to unsuccessful bidders as soon as practicable after the opening of bids, and (2) to the successful bidder upon execution of contractual documents and bonds (including any necessary coinsurance or reinsurance agreements), as required by the bid as accepted.-

(c) The amount of the bid guarantee shall be \_\_\_\_\_ percent of the bid price or \$\_\_\_\_\_, whichever is less.-

(d) If the successful bidder, upon acceptance of its bid by the Government within the period specified for acceptance, fails to execute all contractual documents or furnish executed bond(s) within 10 days after receipt of the forms by the bidder, the Contracting Officer may terminate the contract for default.-

(e) In the event the contract is terminated for default, the bidder is liable for any cost of acquiring the work that exceeds the amount of its bid, and the bid guarantee is available to offset the difference.

(End of clause)

#### 52.228-16 PERFORMANCE AND PAYMENT BONDS--OTHER THAN CONSTRUCTION (JUL 2000)

(a) Definitions. As used in this clause--

Original contract price means the award price of the contract or, for requirements contracts, the price payable for the estimated quantity; or, for indefinite-quantity contracts, the price payable for the specified minimum quantity. Original contract price does not include the price of any options, except those options exercised at the time of contract award.

(b) The Contractor shall furnish a performance bond (Standard Form 1418) for the protection of the Government in an amount equal to 25 percent of the original contract price and a payment bond (Standard Form 1416) in an amount equal to 25 percent of the original contract price.

(c) The Contractor shall furnish all executed bonds, including any necessary reinsurance agreements, to the Contracting Officer, within 10 days, but in any event, before starting work.



(d) The Government may require additional performance and payment bond protection if the contract price is increased. The Government may secure the additional protection by directing the Contractor to increase the penal amount of the existing bonds or to obtain additional bonds.

(e) The bonds shall be in the form of firm commitment, supported by corporate sureties whose names appear on the list contained in Treasury Department Circular 570, individual sureties, or by other acceptable security such as postal money order, certified check, cashier's check, irrevocable letter of credit, or, in accordance with Treasury Department regulations, certain bonds or notes of the United States. Treasury Circular 570 is published in the Federal Register, or may be obtained from the U.S. Department of Treasury, Financial Management Service, Surety Bond Branch, 401 14th Street, NW., 2nd Floor, West Wing, Washington, DC 20227.

(End of clause)

#### 52.242-17 GOVERNMENT DELAY OF WORK (APR 1984)

(a) If the performance of all or any part of the work of this contract is delayed or interrupted (1) by an act of the Contracting Officer in the administration of this contract that is not expressly or impliedly authorized by this contract, or (2) by a failure of the Contracting Officer to act within the time specified in this contract, or within a reasonable time if not specified, an adjustment (excluding profit) shall be made for any increase in the cost of performance of this contract caused by the delay or interruption and the contract shall be modified in writing accordingly. Adjustment shall also be made in the delivery or performance dates and any other contractual term or condition affected by the delay or interruption. However, no adjustment shall be made under this clause for any delay or interruption to the extent that performance would have been delayed or interrupted by any other cause, including the fault or negligence of the Contractor, or for which an adjustment is provided or excluded under any other term or condition of this contract.

(b) A claim under this clause shall not be allowed (1) for any costs incurred more than 20 days before the Contractor shall have notified the Contracting Officer in writing of the act or failure to act involved, and (2) unless the claim, in an amount stated, is asserted in writing as soon as practicable after the termination of the delay or interruption, but not later than the day of final payment under the contract.

(End of clause)

#### 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

<http://farsite.hill.mil>  
<http://deskbook.dau.mil>

(End of clause)

## Section J - List of Documents, Exhibits and Other Attachments

WAGE DETERMINATION

Wage Determination: 1994-2497, 25REGISTER OF WAGE DETERMINATIONS  
 UNDER THE SERVICE CONTRACT ACT  
 By direction of the Secretary of Labor

William W.Gross DirectorDivision of Wage Determinations

U.S. DEPARTMENT OF LABOR  
 EMPLOYMENT STANDARDS ADMINISTRATION  
 WAGE AND HOUR DIVISION  
 WASHINGTON, D.C. 20210

Wage Determination No.:1994-2497  
 Revision No.:25  
 Date of Last Revision:05/23/2005

States: Kentucky, Tennessee

Area: Kentucky Counties of Adair, Allen, Barren, Clinton, Cumberland,  
 Metcalfe,  
 Monroe, Russell, Simpson  
 Tennessee Counties of Bedford, Cannon, Cheatham, Clay, Davidson, De Kalb,  
 Dickson, Hickman, Houston, Humphreys, Jackson, Lewis, Macon, Marshall, Maury,  
 Perry, Putnam, Robertson, Rutherford, Smith, Sumner, Trousdale, Warren, White,  
 Williamson, Wilson

\*\*Fringe Benefits Required Follow the Occupational Listing\*\*

## OCCUPATION CODE - TITLE MINIMUM WAGE RATE

01000 - Administrative Support and Clerical Occupations  
 01011 - Accounting Clerk I 10.99  
 01012 - Accounting Clerk II 12.04  
 01013 - Accounting Clerk III 13.50  
 01014 - Accounting Clerk IV 15.70  
 01030 - Court Reporter 14.84  
 01050 - Dispatcher, Motor Vehicle 14.23  
 01060 - Document Preparation Clerk 10.63  
 01070 - Messenger (Courier) 9.92  
 01090 - Duplicating Machine Operator 10.63  
 01110 - Film/Tape Librarian 9.94  
 01115 - General Clerk I 9.44  
 01116 - General Clerk II 10.62

01117 - General Clerk III 11.59  
01118 - General Clerk IV 13.01  
01120 - Housing Referral Assistant 15.85  
01131 - Key Entry Operator I 10.37  
01132 - Key Entry Operator II 11.60  
01191 - Order Clerk I 11.57  
01192 - Order Clerk II 13.48  
01261 - Personnel Assistant (Employment) I 11.74  
01262 - Personnel Assistant (Employment) II 13.18  
01263 - Personnel Assistant (Employment) III 14.97  
01264 - Personnel Assistant (Employment) IV 16.42  
01270 - Production Control Clerk 16.79  
01290 - Rental Clerk 9.75  
01300 - Scheduler, Maintenance 12.22  
01311 - Secretary I 12.22  
01312 - Secretary II 14.84  
01313 - Secretary III 15.85  
01314 - Secretary IV 18.54  
01315 - Secretary V 20.49  
01320 - Service Order Dispatcher 11.71  
01341 - Stenographer I 10.80  
01342 - Stenographer II 12.11  
01400 - Supply Technician 18.54  
01420 - Survey Worker (Interviewer) 11.64  
01460 - Switchboard Operator-Receptionist 11.01  
01510 - Test Examiner 14.84  
01520 - Test Proctor 14.84  
01531 - Travel Clerk I 9.55  
01532 - Travel Clerk II 10.12  
01533 - Travel Clerk III 10.79  
01611 - Word Processor I 11.61  
01612 - Word Processor II 15.95  
01613 - Word Processor III 16.29

03000 - Automatic Data Processing Occupations  
03010 - Computer Data Librarian 12.69  
03041 - Computer Operator I 12.69  
03042 - Computer Operator II 14.19  
03043 - Computer Operator III 15.82  
03044 - Computer Operator IV 17.58  
03045 - Computer Operator V 19.47  
03071 - Computer Programmer I (1)16.14  
03072 - Computer Programmer II (1)20.54  
03073 - Computer Programmer III (1)25.53  
03074 - Computer Programmer IV (1)27.62  
03101 - Computer Systems Analyst I (1)27.22  
03102 - Computer Systems Analyst II (1)27.62  
03103 - Computer Systems Analyst III (1)27.62  
03160 - Peripheral Equipment Operator 12.69

05000 - Automotive Service Occupations  
05005 - Automotive Body Repairer, Fiberglass 18.74  
05010 - Automotive Glass Installer 15.67  
05040 - Automotive Worker 16.21  
05070 - Electrician, Automotive 17.11  
05100 - Mobile Equipment Servicer 14.21  
05130 - Motor Equipment Metal Mechanic 16.29  
05160 - Motor Equipment Metal Worker 16.67  
05190 - Motor Vehicle Mechanic 16.29

05220 - Motor Vehicle Mechanic Helper 13.22  
05250 - Motor Vehicle Upholstery Worker 14.82  
05280 - Motor Vehicle Wrecker 15.67  
05310 - Painter, Automotive 15.89  
05340 - Radiator Repair Specialist 15.67  
05370 - Tire Repairer 10.89  
05400 - Transmission Repair Specialist 16.29

07000 - Food Preparation and Service Occupations  
(not set) - Food Service Worker 8.64  
07010 - Baker 11.27  
07041 - Cook I 8.32  
07042 - Cook II 9.31  
07070 - Dishwasher 7.80  
07130 - Meat Cutter 12.17  
07250 - Waiter/Waitress 6.90

09000 - Furniture Maintenance and Repair Occupations  
09010 - Electrostatic Spray Painter 14.42  
09040 - Furniture Handler 11.07  
09070 - Furniture Refinisher 15.92  
09100 - Furniture Refinisher Helper 12.72  
09110 - Furniture Repairer, Minor 14.21  
09130 - Upholsterer 14.42

11030 - General Services and Support Occupations  
11030 - Cleaner, Vehicles 8.82  
11060 - Elevator Operator 8.72  
11090 - Gardener 11.61  
11121 - House Keeping Aid I 7.80  
11122 - House Keeping Aid II 8.72  
11150 - Janitor 9.51  
11210 - Laborer, Grounds Maintenance 9.82  
11240 - Maid or Houseman 7.80  
11270 - Pest Controller 13.55  
11300 - Refuse Collector 9.50  
11330 - Tractor Operator 11.14  
11360 - Window Cleaner 10.55

12000 - Health Occupations  
12020 - Dental Assistant 14.36  
12040 - Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver

13.27 12071 - Licensed Practical Nurse I 12.80  
12072 - Licensed Practical Nurse II 14.38  
12073 - Licensed Practical Nurse III 16.08  
12100 - Medical Assistant 12.57  
12130 - Medical Laboratory Technician 14.23  
12160 - Medical Record Clerk 13.06  
12190 - Medical Record Technician 16.36  
12221 - Nursing Assistant I 9.55  
12222 - Nursing Assistant II 10.74  
12223 - Nursing Assistant III 11.72  
12224 - Nursing Assistant IV 13.16  
12250 - Pharmacy Technician 13.41  
12280 - Phlebotomist 13.16  
12311 - Registered Nurse I 19.43  
12312 - Registered Nurse II 23.76  
12313 - Registered Nurse II, Specialist 23.76

12314 - Registered Nurse III 28.75  
12315 - Registered Nurse III, Anesthetist 28.75  
12316 - Registered Nurse IV 34.44

13000 - Information and Arts Occupations  
13002 - Audiovisual Librarian 18.78  
13011 - Exhibits Specialist I 15.80  
13012 - Exhibits Specialist II 19.57  
13013 - Exhibits Specialist III 23.87  
13041 - Illustrator I 17.70  
13042 - Illustrator II 21.93  
13043 - Illustrator III 26.76  
13047 - Librarian 21.13  
13050 - Library Technician 12.18  
13071 - Photographer I 14.03  
13072 - Photographer II 16.42  
13073 - Photographer III 20.34  
13074 - Photographer IV 24.82  
13075 - Photographer V 30.11

15000 - Laundry, Dry Cleaning, Pressing and Related Occupations  
15010 - Assembler 7.13  
15030 - Counter Attendant 7.13  
15040 - Dry Cleaner 8.95  
15070 - Finisher, Flatwork, Machine 7.13  
15090 - Presser, Hand 7.13  
15100 - Presser, Machine, Drycleaning 7.13  
15130 - Presser, Machine, Shirts 7.13  
15160 - Presser, Machine, Wearing Apparel, Laundry 7.13  
15190 - Sewing Machine Operator 9.46  
15220 - Tailor 9.93  
15250 - Washer, Machine 7.73

19000 - Machine Tool Operation and Repair Occupations  
19010 - Machine-Tool Operator (Toolroom) 16.63  
19040 - Tool and Die Maker 17.60

21000 - Material Handling and Packing Occupations  
21010 - Fuel Distribution System Operator 15.03  
21020 - Material Coordinator 16.79  
21030 - Material Expediter 16.79  
21040 - Material Handling Laborer 12.25  
21050 - Order Filler 10.65  
21071 - Forklift Operator 13.25  
21080 - Production Line Worker (Food Processing) 13.25  
21100 - Shipping/Receiving Clerk 12.23  
21130 - Shipping Packer 12.23  
21140 - Store Worker I 10.08  
21150 - Stock Clerk (Shelf Stocker; Store Worker II) 13.63  
21210 - Tools and Parts Attendant 13.25  
21400 - Warehouse Specialist 13.25

23000 - Mechanics and Maintenance and Repair Occupations  
23010 - Aircraft Mechanic 18.17  
23040 - Aircraft Mechanic Helper 15.09  
23050 - Aircraft Quality Control Inspector 20.64  
23060 - Aircraft Servicer 16.98  
23070 - Aircraft Worker 17.92  
23100 - Appliance Mechanic 16.59

23120 - Bicycle Repairer 11.75  
23125 - Cable Splicer 20.35  
23130 - Carpenter, Maintenance 16.02  
23140 - Carpet Layer 15.46  
23160 - Electrician, Maintenance 18.28  
23181 - Electronics Technician, Maintenance I 16.79  
23182 - Electronics Technician, Maintenance II 17.60  
23183 - Electronics Technician, Maintenance III 18.35  
23260 - Fabric Worker 14.66  
23290 - Fire Alarm System Mechanic 17.06  
23310 - Fire Extinguisher Repairer 13.84  
23340 - Fuel Distribution System Mechanic 18.55  
23370 - General Maintenance Worker 15.40  
23400 - Heating, Refrigeration and Air Conditioning Mechanic 18.20  
23430 - Heavy Equipment Mechanic 17.63  
23440 - Heavy Equipment Operator 16.52  
23460 - Instrument Mechanic 17.06  
23470 - Laborer 10.45  
23500 - Locksmith 16.26  
23530 - Machinery Maintenance Mechanic 17.13  
23550 - Machinist, Maintenance 16.78  
23580 - Maintenance Trades Helper 13.12  
23640 - Millwright 21.07  
23700 - Office Appliance Repairer 16.26  
23740 - Painter, Aircraft 22.19  
23760 - Painter, Maintenance 15.86  
23790 - Pipefitter, Maintenance 18.39  
23800 - Plumber, Maintenance 18.03  
23820 - Pneudraulic Systems Mechanic 17.06  
23850 - Rigger 17.06  
23870 - Scale Mechanic 15.49  
23890 - Sheet-Metal Worker, Maintenance 17.06  
23910 - Small Engine Mechanic 14.84  
23930 - Telecommunication Mechanic I 18.40  
23931 - Telecommunication Mechanic II 19.32  
23950 - Telephone Lineman 18.40  
23960 - Welder, Combination, Maintenance 16.92  
23965 - Well Driller 17.03  
23970 - Woodcraft Worker 18.11  
23980 - Woodworker 13.98

24000 - Personal Needs Occupations  
24570 - Child Care Attendant 7.45  
24580 - Child Care Center Clerk 10.69  
24600 - Chore Aid 8.53  
24630 - Homemaker 11.88

25000 - Plant and System Operation Occupations  
25010 - Boiler Tender 20.03  
25040 - Sewage Plant Operator 16.69  
25070 - Stationary Engineer 20.03  
25190 - Ventilation Equipment Tender 15.26  
25210 - Water Treatment Plant Operator 16.69

27000 - Protective Service Occupations  
(not set) - Police Officer 16.71  
27004 - Alarm Monitor 11.74  
27006 - Corrections Officer 15.51  
27010 - Court Security Officer 15.51

27040 - Detention Officer 15.51  
27070 - Firefighter 16.08  
27101 - Guard I 9.90  
27102 - Guard II 11.74

28000 - Stevedoring/Longshoremen Occupations  
28010 - Blocker and Bracer 15.19  
28020 - Hatch Tender 15.19  
28030 - Line Handler 15.19  
28040 - Stevedore I 12.66  
28050 - Stevedore II 15.44

29000 - Technical Occupations  
21150 - Graphic Artist 17.70  
29010 - Air Traffic Control Specialist, Center (2)31.49  
29011 - Air Traffic Control Specialist, Station (2)21.71  
29012 - Air Traffic Control Specialist, Terminal (2)23.92  
29023 - Archeological Technician I 15.08  
29024 - Archeological Technician II 16.88  
29025 - Archeological Technician III 20.89  
29030 - Cartographic Technician 20.89  
29035 - Computer Based Training (CBT) Specialist/ Instructor 27.22  
29040 - Civil Engineering Technician 17.82  
29061 - Drafter I 11.54  
29062 - Drafter II 14.41  
29063 - Drafter III 18.40  
29064 - Drafter IV 20.89  
29081 - Engineering Technician I 14.91  
29082 - Engineering Technician II 16.63  
29083 - Engineering Technician III 21.00  
29084 - Engineering Technician IV 24.64  
29085 - Engineering Technician V 30.21  
29086 - Engineering Technician VI 36.54  
29090 - Environmental Technician 17.68  
29100 - Flight Simulator/Instructor (Pilot) 32.93  
29160 - Instructor 20.99  
29210 - Laboratory Technician 16.67  
29240 - Mathematical Technician 20.89  
29361 - Paralegal/Legal Assistant I 15.45  
29362 - Paralegal/Legal Assistant II 19.13  
29363 - Paralegal/Legal Assistant III 23.41  
29364 - Paralegal/Legal Assistant IV 28.32  
29390 - Photooptics Technician 22.40  
29480 - Technical Writer 23.51  
29491 - Unexploded Ordnance (UXO) Technician I 20.02  
29492 - Unexploded Ordnance (UXO) Technician II 24.22  
29493 - Unexploded Ordnance (UXO) Technician III 29.03  
29494 - Unexploded (UXO) Safety Escort 20.02  
29495 - Unexploded (UXO) Sweep Personnel 20.02  
29620 - Weather Observer, Senior (3)16.85  
29621 - Weather Observer, Combined Upper Air and Surface Programs  
(3)15.10  
29622 - Weather Observer, Upper Air (3)15.10

31000 - Transportation/ Mobile Equipment Operation Occupations  
31030 - Bus Driver 15.48  
31260 - Parking and Lot Attendant 8.31  
31290 - Shuttle Bus Driver 12.12  
31300 - Taxi Driver 9.50

31361 - Truckdriver, Light Truck 12.12  
 31362 - Truckdriver, Medium Truck 17.92  
 31363 - Truckdriver, Heavy Truck 17.63  
 31364 - Truckdriver, Tractor-Trailer 17.63  
  
 99000 - Miscellaneous Occupations  
 99020 - Animal Caretaker 9.05  
 99030 - Cashier 8.19  
 99041 - Carnival Equipment Operator 10.60  
 99042 - Carnival Equipment Repairer 11.22  
 99043 - Carnival Worker 8.37  
 99050 - Desk Clerk 8.49  
 99095 - Embalmer 20.02  
 99300 - Lifeguard 10.07  
 99310 - Mortician 19.38  
 99350 - Park Attendant (Aide) 12.65  
 99400 - Photofinishing Worker (Photo Lab Tech., Darkroom Tech) 9.15  
 99500 - Recreation Specialist 10.31  
 99510 - Recycling Worker 11.81  
 99610 - Sales Clerk 10.07  
 99620 - School Crossing Guard (Crosswalk Attendant) 10.40  
 99630 - Sport Official 8.75  
 99658 - Survey Party Chief (Chief of Party) 14.10  
 99659 - Surveying Technician (Instr. Person/Surveyor Asst./Instr.) 12.65  
 99660 - Surveying Aide 9.52  
 99690 - Swimming Pool Operator 14.27  
 99720 - Vending Machine Attendant 11.97  
 99730 - Vending Machine Repairer 14.27  
 99740 - Vending Machine Repairer Helper 11.97

---

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$2.87 an hour or \$114.80 a week or \$497.47 a month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):



1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)

2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3) WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordnance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordnance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordnance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordnance, explosives, and incendiary material differential pay.

**\*\* UNIFORM ALLOWANCE \*\***

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance

is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67

cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other

personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract,

by the contractor, by law, or by the nature of the work, there is no requirement

that employees be reimbursed for uniform maintenance costs.

\*\* NOTES APPLYING TO THIS WAGE DETERMINATION \*\*

Under the policy and guidance contained in All Agency Memorandum No. 159, the Wage and Hour Division does not recognize, for section 4(c) purposes, prospective wage rates and fringe benefit provisions that are effective only upon such contingencies as "approval of Wage and Hour, issuance of a wage determination, incorporation of the wage determination in the contract, adjusting the contract price, etc." (The relevant CBA section) in the collective

bargaining agreement between (the parties) contains contingency language that Wage and Hour does not recognize as reflecting "arm's length negotiation" under

section 4(c) of the Act and 29 C.F.R. 5.11(a) of the regulations. This wage determination therefore reflects the actual CBA wage rates and fringe benefits paid under the predecessor contract.

Source of Occupational Title and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Third Supplement, dated March 1997, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job

descriptions may also be obtained from the appropriate contracting officer.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted

classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or

fringe benefits shall be retroactive to the commencement date of the contract.

{See Section 4.6 (C) (vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

1) When preparing the bid, the contractor identifies the need for a conformed occupation(s) and computes a proposed rate(s).

2) After contract award, the contractor prepares a written report listing in order proposed classification title(s), a Federal grade equivalency (FGE) for each proposed classification(s), job description(s), and rationale for proposed

wage rate(s), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of

Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or

disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure

that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

Section L - Instructions, Conditions, and Notices to Offerors or Quoters

INSTRUCTIONS TO OFFERORS

**SECTION L  
INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS**

CONTENT AND FORMAT OF PROPOSAL

The following paragraphs contain the format and content for submission of Technical and Price Proposals. Each of these factors must be addressed and shall be submitted in the manner and format specified.

**PART I – TECHNICAL PROPOSAL.** The Technical Proposal shall consist of a Management Plan that will be evaluated to determine the offeror's capability to direct the proper level of management toward each aspect of the services required. The Technical Proposal shall describe the capability of the offeror to perform the work in accordance with the contract requirements. The proposal shall be complete and contain all information required to evaluate the proposal in the areas listed below. The following factors shall be included in the Technical Proposal and are listed in order of descending importance:

- (1) Company experience
- (2) Past performance
- (3) Personnel
- (4) Operations Plan
- (5) Quality Control

The information submitted by the offeror for each of the listed areas will be evaluated independently from each other and in the order listed below. Therefore, each of the separate areas must be complete, able to stand alone, and have no inferred or actual reference to any other areas of the proposal. The proposal should include all the requested information but should be succinct. Proposals should be clear and legible, but it is unnecessary to have special printing, binding, use of color, or graphics.

The number of pages that offeror's may submit on the Technical Proposal is not limited, but the government strongly requests that the offeror not include information that is not requested and not needed at this time such as management philosophy, training plan, safety plan, fire protection plan, personnel handbook, and EEO policy. Any extra information such as this or other information not requested will not be evaluated and will not be a factor in award.

If the offeror is awarded the contract, the Technical Proposal is incorporated into the contract requirements. Personnel, equipment, and methods stated in the proposal shall be used in accomplishing the work in the contract, unless superseded by the contract specifications, or the Contracting Officer gives prior approval for a variation. The Government will include adherence to the proposal in its evaluation of the contractor's performance.

Present each of the following items in the order listed, starting each on a separate page. Complete each in accordance with the content, format and information specified:

(1) Company Experience – provide a complete resume of contracting experience including Federal, State, and local government and private sector contracts that demonstrates your capability to perform the work specified in this solicitation. Include the names and background of any predecessor companies. Provide the following information which will be used to determine your company experience in the order listed, for each resume:

- (a) Date – beginning & ending dates of the contract.
- (b) Type – service, construction, etc. or other brief title describing the type of contract held.

- (c) Dollar Value – the amount of the total contract bid or gross earning.
- (d) Contract Number – or other document or purchase order identification.
- (e) Contracting Office – name, address, phone number, and fax number of the agency, business, firm, etc. that awarded the contract.
- (f) Description – a brief paragraph of the work performed and the location.

(2) Past Performance: The resume submitted for (1) Company Experience above also will be considered in determining past performance. In addition to the information above, provide the following information for each contract and item of experience:

(a) References – name, title, address, phone number and fax number of the person or persons from the above contract who directly worked with the project (typically the Contracting Officer's Representative) and is most familiar with your overall performance under the contract.

(b) Problems – Describe problems encountered and your corrective actions.

(3) Personnel. The qualifications of contractor employees will receive somewhat greater weight than that of subcontractors.

(a) Contractor Employees – Provide complete resumes or qualification statements with name, job title, job duties, address, and phone numbers for those individuals in your organization who will have management and supervision responsibilities for insuring compliance with all contract requirements. Include experience that demonstrates similar work or contracts.

(b) Subcontractors – Provide a list with all proposed subcontractors and their qualifications. This should include the subcontractor's name, address, phone number and past experience, including licenses, certification, similar work or contracts.

(4) Operations Plan.

Submit separate Operations Plans for Sections 3 and 4 of the contract specifications that demonstrates your understanding of the contract requirements and describes your approach to satisfy the specifications. Specifically, you should include information on how many crews, whether they are contractor employees or subcontractors, number of personnel in each crew, which crews will cover what areas, distance between areas, schedules, the amount and type of equipment and vehicles to transport equipment and crews, plans for equipment breakdown, and the impact of weather variations.

(5) Quality Control.

(a) Provide a Quality Control Plan specific to the work in this solicitation and explain how your Quality Control Plan will insure the identification and correction of deficiencies in a timely manner. Indicate inspection methods such as planned, 100% or random, and frequency of inspections. The plan should show how quality control will be handled with the different levels of work, different sections of this contract, and types of inspection needed to meet the contract requirements. Describe your system of records and documentation for all Quality Control inspections, including safety compliance checks. Detail what actions will be taken and by whom, from the detection of a deficiency to the corrective action. Inclusion of inspection forms will be considered in the evaluation of the Quality Control Plan.

(b) Describe your proposed quality control organization. Specifically identify inspection personnel, their qualifications, their responsibilities, and what sections of the contract they cover. Clarify the role the superintendent

and independent quality control inspectors, and employees and subcontractors if involved, have in the quality control program.

PART II – PRICE. The schedule should be complete and submitted on the forms provided in the Request for Proposal. Each item of the schedule of prices will be reviewed for completeness and compatibility with the technical proposal and assurance that it is not materially unbalanced.

#### **SITE INSPECTION PRIOR TO SUBMITTING OFFER**

**The Resource Manager will conduct a tour of the project that will include visits to the recreation areas and facilities to be maintained under this contract. Participants may need to provide their own transportation and follow a Corps vehicle to the different sites around the lake. The Resource Manager will also conduct a conference to discuss and answer questions concerning the specifications. The conference will begin at 8:00 am Central Time on 23 August 2005 at the Center Hill Lake Resource Manager's Office. The tour will begin immediately after the conference and conclude at approximately 4:30 p.m. If needed, the tour will continue starting at 8:00 am on 24 August 2005. Please notify Resource Manager Tim Dunn of the number of representatives your company will send to the conference/tour. Telephone: (931) 858-3125.**

#### **NOTICE TO OFFERORS**

Particular attention should be given to FAR 52.222-4 -- SERVICE CONTRACT ACT OF 1965, AS AMENDED(May 1989) as referenced in Section I of this solicitation which requires the contractor to pay rates as a minimum set forth in the Wage Determination attached to this request for proposals to each service employee working under the contract. In addition the Contractor is required to initiate a conformance procedure for any class of service employee to be utilized in the performance of the work where such class of service employee is not listed in the Wage Determination. The contractor should notify the contracting office to verify class of service for any unlisted employee.

Any questions regarding the application of the Service Contract Act to particular situations under this contract should be directed to the Department of Labor.

#### **ALTERNATE PROPOSALS**

In order to be considered responsive to the RFP, your basic proposal must comply with the terms and conditions of the solicitation. ALTERNATE PROPOSALS WILL NOT BE ACCEPTED.

#### **FAX PROPOSALS – WILL NOT BE ACCEPTED**

#### **CLAUSES INCORPORATED BY REFERENCE**

52.233-2

Service Of Protest

AUG 1996

## Section M - EVALUATION FACTORS FOR AWARD

EVALUATION FACTORS FOR AWARD**SECTION M  
EVALUATION FACTORS FOR AWARD**

1. PRICE BASIS. Prices must be firm-fixed.
2. DISCOUNTS. Prompt payment discounts will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternate to offering a prompt payment discount in conjunction with the offer, offerors awarded contracts may include prompt payment discounts on individual invoices.
3. EVALUATION CRITERIA.

Content and Rating. Proposals shall be specific and complete in every detail and shall contain the information necessary to properly evaluate the contractor's capability in the areas listed. See SECTION L – INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS, for specific instructions pertaining to the preparation of proposals. Proposals should include all the requested information but should be succinct. Length will not be evaluated. Special printing, binding, use of color, or graphics is not required and will not receive a higher rating. Proposals will be evaluated based on the degree to which the proposal meets, fails to meet, or usefully exceeds the standards established for individual factors. Proposals will be rated Outstanding, Above Average, Satisfactory, Marginal, or Unsatisfactory. Proposals will be evaluated in accordance with the factors contained in the paragraph 4, and these are listed in descending order of importance. Evaluation factors related to the technical proposal are significantly more important than cost or price.

## Definitions:

Exceptional: A proposal which meets and exceeds a majority of the standard evaluation criteria to the Government's benefit; has no significant weaknesses; high probability of success.

Very Good: A proposal, which meets and exceeds some standards to the Government's benefit; no significant weaknesses and few minor problems; a good probability of success.

Satisfactory: A proposal which meets all standards. Few minor weaknesses that could be worked through and which do not appear to interfere with the contractor successfully fulfilling the contract requirements.

Marginal: A proposal which fails to meet some standards; some significant weaknesses; a low probability of success, but might be improved if discussions are held.

Unsatisfactory: A proposal which has no reasonable chance of success; deficiencies exist that fail to satisfy the Government's requirements. Major flaws exist which cannot be remedied without substantial rewrite and cost.

## 4. Part I – Technical Proposal.

Management Plan.

(1) Company Experience. Offerors will be evaluated on Experience in performing the types of services described in Section C – Description/Specifications. Elements to be evaluated will include but not necessarily be limited to, the similarity to recreation areas and facilities operated and maintained under this contract, project size, and complexity.

(2) Past Performance. Offerors will be evaluated on their record of conforming to specifications and standards of good workmanship; adherence to contract schedules, including the administrative aspects of performance; control of costs, including costs incurred for changed work; concern for safety and accident prevention; reasonable and cooperative behavior and commitment to customer satisfaction. The Government will consider

information in the offeror's proposal and information obtained from other sources. Evaluation of past performance will be a subjective assessment based on a consideration of all relevant facts and circumstances. It will not be based on absolute standards of acceptable performance.

(3) Personnel. Offerors will be evaluated on providing complete information with the name, job title, address, phone number, job duties, and the demonstrated skill, experience, and ability of contractor personnel with supervision and management responsibilities and the subcontractors' qualifications. Experience with similar work or contracts will be considered. The evaluation will consider inclusion of personnel and subcontractors with commitments in writing and copies of any licenses or certifications. The qualifications of contractor employees have somewhat greater weight than subcontractors.

(4) Operations Plan. The offerors will be evaluated on the adequacy and appropriateness of their Operations Plan for Sections 3 & 4 to accomplish the work, whether employed by the contractor or by subcontractors. See Section L – Part I, Technical Proposal for the specific information that should be included in the Operations Plan. The Operations Plan will be evaluated based on its completeness and demonstration of the offeror's understanding and ability to accomplish the requirements of the work.

(5) Quality Control. Offerors will be evaluated on adequacy, appropriateness, specificity to this contract, and completeness of the procedures in the Quality Control Plan to insure compliance with the contract specifications, the adequacy of the proposed quality control organization, and the adequacy of the system of record keeping and reporting. See Section L – Part I, Technical Proposal for the specific information that should be included in the Quality Control Plan. The evaluation of the Quality Control Plan will consider the inclusion of inspection forms, the role of the superintendent, and the use of independent quality control inspectors.

#### Part II – Price Proposal.

Each item of the bid schedule will be reviewed for completeness and compatibility with the technical proposal and assurance that it is not materially unbalanced. The reasonableness of each offeror's price proposal will be evaluated based on the Governments' cost estimates and the offeror's technical proposal to the scope of work. Even though the total contract price for Initial and Option Years will be evaluated, the primary emphasis will not be placed only on the lowest bid, except as mentioned below. Price will be evaluated and will not be numerically scored.

Negotiated Procurement. In negotiated procurements, a bid and a bidder shall be construed to mean an offer/proposal and an offeror.

The Government may reject an offer as unacceptable if it is materially unbalanced as to the prices for the basic requirement and the option quantities. An offer is unbalanced when it is based on prices significantly less than cost for some work and prices which are significantly overstated for other work.

While it is anticipated award will be made without discussions, the government reserves the right to conduct discussions and/or negotiations prior to awarding a contract for these requirements.

This is a requirements contract. Award will be made to one contractor who represents the best value to the government.