

2. CONTRACT NO. 3. SOLICITATION NO. W912P5-04-R-0023 4. TYPE OF SOLICITATION SEALED BID (IFB) NEGOTIATED (RFP) 5. DATE ISSUED 10 AUG 2004 6. REQUISITION/PURCHASE NO. W38XDD-4141-3439

7. ISSUED BY CODE W912P5 8. ADDRESS OFFER TO (If other than Item 7) SEE ITEM 7
 US ARMY CORPS OF ENG.-NASHVILLE-W912P5
 CELRN-CT, RM A604, 110 9TH AVE SOUTH
 P O BOX 1070 NASHVILLE, TN 37202-1070

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

SOLICITATION

9. Sealed offers in original and 1 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 SEE ITEM 7 until 1500 local time 21 SEP 2004 (Hour) (Date)

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-10. All offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL: A. NAME SHARON E. PRICE B. TELEPHONE NO. (Include area code) (NO COLLECT CALLS) 615-736-7921

11. TABLE OF CONTENTS

(√)	SEC.	DESCRIPTION	PAGE(S)	(√)	SEC.	DESCRIPTION	PAGE(S)
PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES			
X	A	SOLICITATION/CONTRACT FORM	1	X	I	CONTRACT CLAUSES	67-70
X	B	SUPPLIES OR SERVICES AND PRICES/COSTS	2-9	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.			
X	C	DESCRIPTION/SPECS./WORK STATEMENT	10-62	X	J	LIST OF ATTACHMENTS	85-130
	D	PACKAGING AND MARKING		PART IV - REPRESENTATIONS AND INSTRUCTIONS			
	E	INSPECTION AND ACCEPTANCE		X	K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	72-77
X	F	DELIVERIES OR PERFORMANCE	63-64	X	L	INSTRS., CONDS., AND NOTICES TO OFFERORS	78-82
X	G	CONTRACT ADMINISTRATION DATA	65	X	M	EVALUATION FACTORS FOR AWARD	83-84
X	H	SPECIAL CONTRACT REQUIREMENTS	66				

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) 10 CALENDAR DAYS 20 CALENDAR DAYS 30 CALENDAR DAYS CALENDAR DAYS
 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. DATE)

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. 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: 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) 27. UNITED STATES OF AMERICA 28. AWARD DATE

(Signature of Contracting Officer)

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

Section B - Supplies or Services and Prices

SCHEDULE A- UNIT PRICES

**J. PERCY PRIEST LAKE
OPERATIONS AND MAINTENANCE REQUIREMENT SERVICES CONTRACT
ATTACHMENT A
SCHEDULE OF PRICES**

This is a Performance-based Requirements Type Contract to furnish all necessary management, personnel, materials, supplies, equipment, tools, and vehicles required to perform operation and maintenance services at J. Percy Priest Lake with options to extend the term of the contract.

SEE SECTION J FOR PRE-PROPOSAL SITE VISIT DATES AND TIMES.

SECTION 1 – GENERAL 1 (Applies to services described in all or part of sections of the specifications)

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
1	Emergency Work	24	Hrs.	\$_____	\$_____
2	Carpenter	240	Hrs.	\$_____	\$_____
3	General Maintenance Worker (Concrete, Mason)	160	Hrs.	\$_____	\$_____
4	Electrician	100	Hrs.	\$_____	\$_____
5	Equipment Operator	20	Hrs.	\$_____	\$_____
6	Laborer	1500	Hrs.	\$_____	\$_____
7	Truck Driver (1 ½T - 4T)	20	Hrs.	\$_____	\$_____
8	Painter	40	Hrs.	\$_____	\$_____
9	Plumber	40	Hrs.	\$_____	\$_____
10	Air Compressor (200 cfm @ 100 psi w/rock drill, pavement breaker, and backfill tamper, Sullair or equivalent)	40	Hrs.	\$_____	\$_____
11	Backhoe/Loader (Case 580 or Equivalent)	120	Hrs.	\$_____	\$_____
12	Boom Lift, (40' max. working ht. self-propelled, gas)	20	Hrs.	\$_____	\$_____
13	Brush Chipper	40	Hrs.	\$_____	\$_____
14	Bulldozer (Caterpillar D-3 or equivalent)	60	Hrs.	\$_____	\$_____

15	Chainsaw W/Operator (3-3.5 ci w/20in. bar)	200	Hrs.	\$_____	\$_____
16	Compactor, Vibratory plate	40	Hrs.	\$_____	\$_____
17	Crane, Truck mounted (4 ton capacity)	20	Hrs.	\$_____	\$_____
18	Drum Roller (Vibratory, 6-8 ton Ingersoll Rand SD70D or equivalent)	20	Hrs.	\$_____	\$_____
19	Generator, Portable (3000w)	40	Hrs.	\$_____	\$_____
20	Log splitter (portable, gas powered)	40	Hrs.	\$_____	\$_____
21	Pressure Washer (portable, gas, 2,000psi)	40	Hrs.	\$_____	\$_____
22	Pump, Trash (Gas, 300 GPM)	20	Hrs.	\$_____	\$_____
23	Saw, Concrete/Pavement 12"	20	Hrs.	\$_____	\$_____
24	Skidsteer Loader (Bobcat 700-800 series or equivalent)	120	Hrs.	\$_____	\$_____

The following implements or attachments Items (0025 - 0027) shall be compatible with Skidsteer loader (item 0024). However, they are to be considered as separate items without loader for bidding purposes.

25	Rotary Cutter attachment 5'	20	Hrs.	\$_____	\$_____
26	Dozer blade attachment	20	Hrs.	\$_____	\$_____
27	Angle Broom attachment	20	Hrs.	\$_____	\$_____
28	Track Loader (Komatsu D57S 2.1 CY bucket or equivalent)	20	Hrs.	\$_____	\$_____
29	Tractor (Kubota 3750 or equivalent w/one of the following: bush hog mower, box blade, finish mower unit, post hole auger)	40	Hrs.	\$_____	\$_____
30	Trencher (Riding, Ditchwitch 8020T or equivalent)	40	Hrs.	\$_____	\$_____
31	Trencher (Walk behind, Ditchwitch 1020 or equivalent)	40	Hrs.	\$_____	\$_____

32	Trencher (Rock saw, Ditchwitch 7610 or (equivalent))	40	Hrs.	\$_____	\$_____
33	Truck, Dump (20 ton load capacity)	40	Hrs.	\$_____	\$_____
34	Truck, Stake Bed (10 ton load capacity)	40	Hrs.	\$_____	\$_____
35	Truck 3/4 Ton P.U.	20	Hrs.	\$_____	\$_____
36	Welder (portable 200amp) W/Operator	20	Hrs.	\$_____	\$_____

* The equipment/truck driver is for use only for operation of Government furnished items.

IMPORTANT: All equipment furnished by the contractor shall include a qualified operator/driver.

SECTION 1 - SUBTOTAL.....\$_____

SECTION 2 – SEPTIC TANKS, WATER, AND SEWER SYSTEMS

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
37	Pump Septic Tanks	12	Ea.	\$_____	\$_____
38	Operate Wastewater Treatment Plant - Poole Knobs	6	Mo.	\$_____	\$_____
39	Operate Wastewater Treatment Plant - Seven Points	7	Mo.	\$_____	\$_____
40	Inspect & Report Sand Filters	400	Ea.	\$_____	\$_____
41	Sample and Test Flow, Sand Filters	30	Ea.	\$_____	\$_____
42	Spring, Startup, Wastewater Treatment Plants	3	Ea.	\$_____	\$_____
43	Winter Shutdown, Wastewater Treatment Plants	3	Ea.	\$_____	\$_____
44	Pump Sewage Treatment Plant Tanks & Lagoons	3	Ea.	\$_____	\$_____
45	Beach Water Testing	60	Ea.	\$_____	\$_____

SECTION 2 - SUBTOTAL.....\$_____

SECTION 3 - GRASS MOWING

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
46	Anderson Road Picnic Area	19	Ea.	\$_____	\$_____
47	Anderson Road Camping Area	19	Ea.	\$_____	\$_____
48	Cook Picnic Area	19	Ea.	\$_____	\$_____
49	Dam Site	19	Ea.	\$_____	\$_____
50	East Fork	12	Ea.	\$_____	\$_____
51	Fall Creek Picnic Area	12	Ea.	\$_____	\$_____
52	Fall Creek Camping Area	12	Ea.	\$_____	\$_____
53	Fate Sanders	12	Ea.	\$_____	\$_____
54	Hurricane Creek	12	Ea.	\$_____	\$_____
55	Jefferson Springs	12	Ea.	\$_____	\$_____
56	Lamar Hill	12	Ea.	\$_____	\$_____
57	Mona	12	Ea.	\$_____	\$_____
58	Nices Mill	12	Ea.	\$_____	\$_____
59	Operations Area	12	Ea.	\$_____	\$_____
60	Poole Knobs Camping Area	12	Ea.	\$_____	\$_____
61	Poole Knobs Picnic Area	12	Ea.	\$_____	\$_____
62	Seven Points Camping Area	12	Ea.	\$_____	\$_____
63	Seven Points Picnic Area	12	Ea.	\$_____	\$_____
64	Smith Springs	12	Ea.	\$_____	\$_____
65	Stewart Creek	12	Ea.	\$_____	\$_____
66	Vis. Ctr/Mgr.'s Office/Res. Eng. Office (Non-irrigated)	19	Ea.	\$_____	\$_____
67	Vis. Ctr/Mgr.'s Office/Res. Eng. Office (Irrigated)	19	Ea.	\$_____	\$_____
68	Vivrett Creek	12	Ea.	\$_____	\$_____
69	West Fork	12	Ea.	\$_____	\$_____

SECTION 3 - SUBTOTAL.....\$_____

SECTION 4 - CLEANING SERVICES

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
70	Restrooms (Heavy Cleaning)	2,825	Ea.	\$_____	\$_____
71	Restrooms (Light Cleaning)	1,500	Ea.	\$_____	\$_____
72	Washhouses (Heavy Cleaning)	705	Ea.	\$_____	\$_____
73	Washhouses (Light Cleaning)	400	Ea.	\$_____	\$_____
74	Picnic Shelters	1,400	Ea.	\$_____	\$_____
75	Picnic Sites	41,440	Ea.	\$_____	\$_____
76	Camp Sites	15,104	Ea.	\$_____	\$_____
77	Litter Removal	5,778	Ea.	\$_____	\$_____
78	Trash Receptacles	58,296	Ea.	\$_____	\$_____
79	Dumpsters	328	Ea.	\$_____	\$_____
80	Sanitary Dump Stations	248	Ea.	\$_____	\$_____
81	Amphitheaters	32	Ea.	\$_____	\$_____
82	Bulletin Boards	392	Ea.	\$_____	\$_____

SECTION 4 - SUBTOTAL.....\$_____

SECTION 5 - BEACH AND PLAYGROUND MAINTENANCE

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
83	Weekly Beach Maintenance	78	Ea.	\$_____	\$_____
84	Weekly Playground Maintenance	140	Ea.	\$_____	\$_____
85	Non-Routine Beach Maintenance	18	Ea.	\$_____	\$_____

SECTION 5 - SUBTOTAL.....\$_____

SECTION 6 - PARK ATTENDANT SERVICES

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
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86	Anderson Road Campground	4.25	Mo.	\$_____	\$_____
87	Poole Knobs Campground	4.25	Mo.	\$_____	\$_____
88	Seven Points Campground	7	Mo.	\$_____	\$_____
89	Additional Park Attendant Services 100		Hr.	\$_____	\$_____
SECTION 6 - SUBTOTAL.....					\$_____

SECTION 7 - JANITORIAL SERVICES FOR THE VISITOR CENTER, RESOURCE MANAGER'S OFFICE, BOATHOUSE, OPERATIONS AREA, RESIDENT ENGINEER'S OFFICE AND REGULATORY OFFICE

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
90	Visitor Center and Resource Manager Office.	12	Mo.	\$_____	\$_____
91	Resident Engineer Office	12	Mo.	\$_____	\$_____
92	Operations Area and Boathouse	12	Mo.	\$_____	\$_____
93	Regulatory Office	12	Mo.	\$_____	\$_____
SECTION 7 - SUBTOTAL.....					\$_____

SECTION 8 - MAINTENANCE OF NAVIGATION AIDS

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
94	Buoy Setting (large buoys)	30	Ea.	\$_____	\$_____
95	Buoy Setting (small buoys)	10	Ea.	\$_____	\$_____
96	Buoy Removal	10	Ea.	\$_____	\$_____
97	Signs/Shallow Area Markers	10	Ea.	\$_____	\$_____
SECTION 8 - SUBTOTAL.....					\$_____

SECTION 9 - MARKING AND PAINTING BOUNDARY LINES

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
98	Mark and Paint Boundary Line	40	Mi.	\$_____	\$_____
SECTION 9 - SUBTOTAL.....					\$_____

SECTION 10 – PRIMITIVE CAMPSITE CLEANUP

ITEM NO.	SUPPLIES/SERVICES	ESTIMATED QUANTITY	UNIT	UNIT PRICE	ESTIMATED AMOUNT
99	Primitive Campsite Cleanup	92	Ea.	\$_____	\$_____
SECTION 10 -					
SUBTOTAL.....				\$_____	

BID SCHEDULE SUMMARY

<u>SECTION</u>	<u>SUBTOTAL</u>
1 General	\$_____
2 SEPTIC TANKS, WATER AND SEWER SYSTEMS	\$_____
3 GRASS MOWING	\$_____
4 CLEANING SERVICES	\$_____
5 BEACH AND PLAYGROUND MAINTENANCE	\$_____
6 PARK ATTENDANT SERVICES	\$_____
7 JANITORIAL SERVICES FOR VIS. CTR., RES. MGR. OFF., BOATHOUSE, OPERATIONS AREA, RES. ENG. OFF. AND REGULATORY OFFICE	\$_____
8 MAINTENANCE OF NAVIGATION AIDS	\$_____
9 MARKING AND PAINTING BOUNDARY LINES	\$_____
10 PRIMITIVE CAMPSITE CLEANUP	\$_____

TOTAL INITIAL YEAR SECTIONS 1-10.....\$ _____

FOR LINE ITEM PRICES AND TOTALS FOR EACH OPTION YEAR WILL BE THE SAME AS THE INITIAL YEAR. ENTER THE ABOVE TOTAL FOR THE INITIAL YEAR ON EACH LINE BELOW. SEE PAGE I-2, PARAGRAPH I.5, OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 1989).

OPTION YEAR ONE TOTAL..... \$ _____
OPTION YEAR TWO TOTAL..... \$ _____
OPTION YEAR THREE TOTAL..... \$ _____
OPTION YEAR FOUR TOTAL..... \$ _____

GRAND TOTAL - INITIAL YEAR THRU OPTION YEAR FOUR..... \$ _____

Section C - Descriptions and Specifications

TECHNICAL SPECS - SOW**J. PERCY PRIEST LAKE OPERATIONS AND MAINTENANCE SERVICES CONTRACT****TECHNICAL PROVISIONS****SECTION 1****General**

TP-1.1 SCOPE OF WORK. The Contractor shall furnish all necessary management, supervision, inspection, personnel, materials, supplies, parts, tools, fuel, equipment, vehicles and transportation, except as otherwise provided for herein, required to perform the operation and maintenance service within the area of responsibility (including drainage area) of the J. Percy Priest Water Resources Development Project hereafter referred to as J. Percy Priest Lake. The Contractor shall comply with all Terms, Conditions, General, Specific and Technical Provisions, Drawings, Attachments, Exhibits, 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 it is referenced or not referenced, current at time of award.

Estimated quantities and/or the work to be performed are described herein and listed on separate sheets as Exhibits. These quantities are approximate and are provided only for the Contractor's information to assist in preparation of proposals. They are not guaranteed and the 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 areas and quantities by an on site review. The services required in this contract are in addition to the routine operation and maintenance performed by Government personnel, however the Government reserves the right to perform any or all of the services described herein with its own personnel or volunteers. Increased or decreased visitation shall not be justification for a price increase.

Minor repair, renovation, lake fluctuations, or lack of funds may cause the temporary closing of some portions or all of some public use areas. Lack of funds may also 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-1.2 BACKGROUND. J. Percy Priest Lake is located on the Stones River in middle Tennessee about 10 miles east of downtown Nashville. The areas of work are located in Davidson, Rutherford, and Wilson counties in Tennessee. Principle cities in the area are Nashville, Smyrna, Murfreesboro, LaVergne, Mount Juliet, and Lebanon, Tennessee.

TP-1.3 WORKING HOURS.

a. NORMAL 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, 7:00 a.m. to 5:30 p.m.

The ten 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 the holidays (Memorial Day, Independence Day, and Labor Day) during the heavy visitation period (April through October). Also, additional personnel may be required to adequately take care of the additional workload during holidays or other periods of heavy public visitation. When one of the above-designated holidays falls on a Sunday, the following Monday will be observed as a legal holiday. When a legal holiday falls on a Saturday, the proceeding Friday is observed as a holiday. Any work that interferes with other ongoing functions at J. Percy Priest 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 individual sections of this specification for specific schedules of work.

b. EMERGENCY WORKING HOURS. Emergency working hours shall be 24 hours per day, seven days a week, see TP-1.16.

TP-1.4 PERMITS AND LICENSES. The Contractor shall, at his/her 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 shall comply with any subsequent changes.

TP-1.5 IDENTIFICATION OF CONTRACT EMPLOYEES AND VEHICLES. Within 30 days after notice of contract award, the Contractor shall furnish uniforms for his regular employees (except office and clerical personnel) and major subcontractors and their employees performing services under this contract. Uniforms shall be shirt-long pants combination with a company identification patch on the breast pocket or on the sleeve at the top of the arm. The Contractor's vehicles and major subcontractor's vehicles shall be identified with the company name prominently displayed (minimum 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-1.6 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 stop shall be made 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 provisions of the Occupational Safety and Health Act (OSHA), the Environmental Assessment and Management (TEAM) Guide manual, and the standards of the Corps of Engineers Manual, EM 385-1-1, "Safety and Health Requirements Manual." EM 385-1-1 can be obtained at the website: www.usace.army.mil/inet/usace-docs/eng-manuals/385-1-1/toc.htm The Contractor shall submit a written safety plan to be reviewed, accepted or rejected by the COR before any work begins under the contract and a activity hazard analysis (AHA) shall be submitted prior to commencing work on any delivery order (see Exhibit E for examples).

The Contractor will be furnished a set of 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. No Contractor or any Contractor employee is authorized to make duplicate keys. When justified, any additional keys required by the Contractor will be furnished by the COR. Security of these keys shall be the responsibility of the Contractor. The Contractor shall provide the COR a list of all keys assigned to employees and/or subcontractors. This list will be updated as changes occur in Contractor or subcontractor personnel. The failure of the Contractor to provide adequate key security will result in a

deduction from the payment due the Contractor. Deductions will be \$50.00 per lost or damaged key, and a deduction for recombining any affected locks at the rate charged by the manufacturer per lock plus the installation labor of a GS-06 Supply Technician. The Government will audit the Contractor assigned keys annually.

TP-1.7 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 any injury requiring medical attention) shall be reported to the COR immediately. The Contractor shall submit a monthly Man-Hour Accident Report, ORN FL-31, to the COR by the 15th day of each month.

TP-1.8 DAMAGE REPORTS. In all instances where Government property and/or equipment is damaged by Contractor employees, a full report of the incident and extent of such damage shall be submitted to the COR, within 2 work days (less weekends and holidays) of occurrence. Notification of such damage shall be made by the next workday.

TP-1.9 CONTRACTOR EMPLOYEES. All Contractor employees and subcontractors shall conduct themselves in a proper manner at all times. Since the majority of work will be performed in the presence of the general public, all employees and/or subcontractors should conduct themselves in a professional manner at all times. No alcoholic or intoxicating beverages, illegal drugs or controlled substances not prescribed by a physician shall be possessed or consumed while on duty, nor shall employees be under the influence of such substances.

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 Contracting Officer or the COR will require the Contractor to immediately remove from the work site any employee of the Contractor who is incompetent or who endangers persons or 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-1.10 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 theft, damage, etc., of the above.

TP-1.11 SUPERINTENDENT. The Contractor shall act as, or provide a Superintendent physically present on-site whenever the work specified herein is being performed during normal working hours as specified in TP 1.3. The Superintendent shall only conduct overall management coordination and is the central point of contact with the Government for performance of all work under this contract. The Superintendent shall be a full time employee of the Contractor with no other job duties on or off of the project. The Superintendent cannot be a major subcontractor on this contract or expected to perform duties on other contracts that the Contractor may have at other locations. 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. Such authorization shall be submitted in writing to the COR. The Superintendent shall deal directly with the COR or a designated representative, for normal day-to-day administration of the contract provisions. The Superintendent(s) will be required to attend pre-work conferences prior to commencing work under this contract as well as all regularly scheduled meetings for day to day operations during the contract term.

The Contractor or the Superintendent shall contact the COR or a designated representative daily or as otherwise approved 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 furnish, in writing, to the COR, the name or names of a Superintendent(s) for on-the-job contact and Supervision purposes. The Contractor shall notify the COR or a designated representative in advance of any change or substitution of the designated Superintendent. The Contractor shall prepare a communications plan to address day to day and emergency communications with the superintendent.

TP-1.12 ENVIRONMENTAL PROGRAM. The Contractor shall comply with all Federal, State, and local laws, regulations and standards regarding environmental protection. As an initial reference, many Federal regulations are identified by The Environmental Assessment and Management (TEAM) Guide manual and Occupational Safety and Health Act (OSHA) manual; 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 Activity Hazardous Analysis form prior to commencing work on any delivery order (see Exhibit E for examples). 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 on Government facilities.

Any of the facilities operated by the Contractor may be inspected by the COR or other Federal, State and local officials on a non-notice basis. Access for inspection shall be granted upon request. The Contractor shall participate in all TEAM and OSHA inspections of Contractor operated facilities, and comply with the findings of these inspections. 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. Payment of fines or penalty charges associated with citations issued by Federal, State or local officials shall be paid by the Government. If the citations are issued due to faulty operation or maintenance practices, the COR shall deduct the fine from any money due the Contractor.

TP-1.13 PERFORMANCE EVALUATION MEETINGS. The Contractor, the Superintendent, or both, shall meet with the COR (or a designated representative) on a schedule determined by the COR. However, a meeting shall be held not later than one normal work day after a contract discrepancy report is issued. Mutual effort will be made to resolve any and all problems identified

TP-1.14 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 OF PROPOSAL AND SECTION M - EVALUATION FACTORS FOR AWARD). The Government will assure quality performance according to 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 as submitted in with the Technical Proposal described in SECTION L, shall be implemented at contract start-up. Updates and changes shall be submitted in advance for approval by the COR. The program shall include, but not be limited to the following:

- An inspection system that covers all 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 non-routine 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.

Inspectors shall be employees of the Contractor; inspectors cannot be employees of a subcontractor; Contract Superintendent or Assistant Superintendent cannot serve as a QC inspector.

- A method of identifying deficiencies or declines in the quality of services performed before the level of performance is unacceptable.

- As part of the Quality Control Plan, the Contractor shall furnish the COR a schedule of recurring work to be accomplished under each Technical Provision of the contract. This schedule shall be submitted monthly.

c. **INSPECTIONS.** The Contractor shall maintain a record of all Quality Control Inspection Reports conducted by Contractor inspectors and shall furnish a copy daily to the COR by the Government's close of business each day. This daily record of inspection shall cover all work items scheduled, 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-1.15 QUALITY ASSURANCE. The Government will monitor the Contractor's performance in each functional area under this contract and reserves the rights to use whatever additional surveillance procedures are deemed appropriate.

The Government will monitor the Contractor's services using the random sampling method, the planned sampling method, and/or the 100% inspection method as described in Exhibit A, the Government's Quality Assurance Surveillance Plan (QASP). 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.

If the Contractor fails to perform in accordance with the contract, a Notification of Contract Deficiency or Contract Deficiency Report will be issued by the COR. 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. Since the nature and the schedule of this type work does not afford an opportunity to re-perform the service, a deduction for the rejected services will be made in accordance with the current inspection method in use, or QASP.

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 the Contract Clause(s) for this purpose in lieu of payment analysis. Deductions will be based on the Contractor's bid schedule, or the Government's cost to perform the work, or the Government's cost to have another Contractor perform the work, and as outlined in the Payments Clause.

The Contractor's performance will be evaluated at the end of the performance period and at the time of any option period exercised by the Government. However, interim evaluations may be prepared at any time during the contract performance when determined to be in the best interest of the Government.

The Contractor will be rated either exceptional, very good, satisfactory, marginal, or unsatisfactory in the following areas: (1) Quality of Service, (2) Schedule, (3) Cost Control (4) Business Relations, (5) Management of Key Personnel and (6) Other. All Contractor comments in response to any evaluation will be made a part of the official record.

TP-1.16 INTERRUPTIONS TO SYSTEMS. All work that would necessitate an interruption of the use of the project or to the systems or otherwise disrupt building occupants and/or the visiting public shall be fully coordinated and approved in advance by the COR. Interruptions shall be kept to an absolute minimum and all repairs or replacements of equipment or components shall be accomplished in an expeditious and efficient manner.

TP-1.17 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, and security of all Government furnished items. 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 Government. All Government furnished facilities, property or items are provided in an "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 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 transported 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.

Items that are procured for the proper and efficient operation, maintenance and repairs of the J. Percy Priest 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:

<u>Facility</u>	<u>Use</u>
Bldg. #3, as designated, except areas occupied by Govt.	Paint & Oil Storage
Bldg. #5, as designated, except areas occupied by Government	General Maintenance

Shop Yard (Fenced), as
designated, except areas
occupied by Government

Parking & Equipment
Storage

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 Government furnished items 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.

c. TELEPHONES. The Contractor shall be responsible for providing all necessary telephones or communication systems desired at Government furnished facilities at no cost to the Government. At least one telephone shall be installed at the Contractor's office to provide communications with the COR.

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. Where water and electricity are not provided, the Contractor must obtain them from other sources at no additional expense to the Government.

e. EQUIPMENT AND TOOLS. Any Government owned items that are provided for Contractor use, will be on an "as is" basis. All Government Furnished Equipment and tools will be hand loan receipted to the contractor. Items that are presently fixed in place shall not be moved by the Contractor without permission from the COR.

f. FORMS. The Government will provide all Department of Defense forms required by the Government to be used under this contract.

g. OPERATING MANUALS. Equipment or facility operating manuals and suppliers' catalogs presently maintained by the Government will be made available to the Contractor on an as needed basis.

h. CONTROL. Contractor shall establish a control system to ensure that Government furnished property, facilities or items are utilized only for contract purposes. Upon completion (including any extensions of contract term) or termination of the contract, for any reason, and except for fair wear and tear, the Contractor shall return all Government furnished items and any unused material, supplies or parts in the same condition as received. Any discrepancies (except for fair wear and tear), damages or deficiencies in the inventory shall be chargeable against the Contractor.

TP-1.18 CONTRACTOR FURNISHED ITEMS (CFI).

a. GENERAL. Except as described elsewhere in this contract, the Contractor shall furnish all personnel, management, inspection, facilities, fuel, vehicles, transportation, equipment and operators, supplies, tools, materials

and parts necessary to accomplish all required services. All Contractor furnished items 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. Material Safety Data Sheets (MSDS) shall be provided for all chemicals, cleaners, etc. used and/or stored on Government property. When a Delivery Order requires the use of the equipment or vehicles specified, such items shall include a qualified and competent operator. Unless otherwise specified, when the Contractor provides services under a Delivery Order, the Contractor shall provide all the necessary "tools of the trade" to accomplish the work. This includes the vehicles necessary to transport GFI, any other materials and supplies, and/or Contractor personnel to and from the job site.

b. **CONTRACTOR OFFICE.** The Contractor shall establish and maintain an office on the J. Percy Priest project for the sole purpose of conducting the day-to-day administration of this contract. The facilities described in TP-1.17 (b) are suitable for this purpose and will be provided by the Government as described in TP-1.17. Should the Contractor reject any or all of these facilities, the Contractor shall provide the necessary facilities at no cost to the Government. The location of all Contractor provided facilities shall be approved by the COR prior to use, placement and/or construction.

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 or in accordance with the Government's specifications. 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-1.19 SAFEGUARDING GOVERNMENT PROPERTY. The Contractor shall cooperate with Government personnel in safeguarding Government property. The Contractor shall be responsible for reporting (in writing), 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, 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-1.20 NOTIFICATION OF WORK TO BE DONE. When the Contractor is notified of work required under these specifications, the Contractor shall begin work within forty-eight hours after receipt of such notification (except for emergency work or unless approved in advance by the COR). The notification to the Contractor of work to be performed will be by issuance of Delivery Orders (DD Form 1155). Except for emergency work to preserve life or avoid injury (see TP-1.21), absolutely no work will begin prior to issuance of a Delivery Order.

TP-1.21 EMERGENCY WORK. (see Bid Schedule, Item 1) Emergency work is any work required to correct problems caused by failures or deficiencies to project facilities and property, which constitute 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(s) 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 option using of 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-1.22 NON-ROUTINE WORK (see Bid Schedule, Items 2-36)

The following procedure will be used prior to the issuance of Delivery Orders for those services having a value based, in whole or in part, on an hourly unit price (i.e. labor or equipment at a certain unit price per hour):

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, Delivery Order Cost Estimate (See Exhibit C) or similar means.

b. The Contractor shall complete the form, sign and date it in the appropriate place, and 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 Government shall enter into good faith discussions. If 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.

TP-1.23 MINIMUM MANPOWER REQUIREMENTS. The Contractor shall provide an adequate number of fully qualified personnel to perform the work specified herein. Also, additional personnel may be required to adequately take care of the increased workload during holidays or other periods of heavy public visitation.

TP-1.24 MINIMUM PERSONNEL QUALIFICATIONS. Employees, technical personnel, subcontractors and consultants shall have the education or experience or knowledge as evidenced by license, certificate, diploma, etc., to provide a comprehensive understanding of the systems, components, equipment, vehicles and facilities to be serviced, operated, maintained, repaired, renovated and constructed under this contract. Only qualified mechanics and operators will be permitted to service, operate, maintain or repair heating, air conditioning, electrical systems, water systems, sewage treatment systems, and equipment and vehicles. Only properly trained and qualified employees or subcontractors shall be used in the performance of this contract. All employees shall be subject to such Government regulations as are applicable during the time spent performing work under this contract.

A file containing the qualifications (education and experience) and/or certification and/or licenses of each employee and subcontractor shall be maintained by the Contractor. These files shall be submitted to the COR and will be used as part of the basis for determining the qualifications of personnel. In the event the COR decides the Contractor does not have a qualified employee to perform the specified work, the Contractor will be required to immediately provide qualified personnel or to subcontract the work to a specialist familiar with the type of work to be accomplished. No one under the age of eighteen will be allowed to perform work under this contract.

TP-1.25 OTHER CONTRACTS. The Government may undertake or award other contracts or have lessees or volunteers performing certain work, and the Contractor shall fully cooperate with such other Contractors, lessees, volunteers and/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, which will interfere with the performance of work by another Contractor, by a lessee, by volunteers or by Government employees. The COR can alter the work schedules of the other Contractor, lessee, volunteer, Government employees or the 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-1.26 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-1.27 APPLICABLE PUBLICATIONS. The Contractor shall perform technical work in accordance with applicable publications. They include but are not limited to:

MANUFACTURER'S RECOMMENDATIONS:

Operating Manuals
Repair Manuals
Maintenance Manuals

INDUSTRIAL STANDARDS AND CODES (Latest Editions):

Underwriter's Laboratories, Inc.
National Electrical Code
National Warm Air & Air Conditioning Association
National Association of Fan Manufacturers
National Fire Protection Association
American Society of Heating, Air Conditioning &
Refrigeration Institute
Sheet Metal Manufacturers
Air Moving and Conditioning Association
American Welding Society
American National Standards Institute
American Concrete Institute
Portland Concrete Association
Asphalt Institute
American Institute of Steel Construction
National Association of Architectural Metal Manufacturers
Architectural Aluminum Manufacturers Association
The Aluminum Association
American Society for Testing and Materials
Flat Glass Marketing Association
American Association of Nurserymen, Inc.
OSHA Safety Standards; 29 CFR
Environmental Review Guide for Operations (ERGO) Manual
Tennessee's Hazardous Waste Management Regulations, TN Rule
Chapter 1200-1-11
The Environmental Assessment Manual (TEAM Guide)

TP-1.28 PAYMENT. The Contractor will be paid only for work accomplished and performed in accordance with these specifications and the requirements of Delivery Orders (see TP-1.15). The Contractor's administrative time to accomplish work, including time spent traveling to and from the job site and for the purpose of transporting personnel, equipment, materials, and supplies or other items to the job site will not be considered as work for payment under this contract.

TP-1.29 DAMAGE TO GOVERNMENT PROPERTY. The Contractor shall use reasonable care to avoid damaging buildings, equipment, vegetation and all 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-1.30 DEFINITIONS. As used throughout this description/specification, the following terms shall have the meaning set forth below:

Clean. Free of dirt, impurities, or extraneous matter. The act of removing all dirt, impurities or extraneous matter without damage, injury or impairment to that which is being cleaned.

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.

Contracting Officer. A warranted Government official with authority to enter into, administers, and/or terminates 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.

Hazardous Materials. Chemicals that have been determined to present risks to safety, health, 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 Wastes. 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, used paint, solvents, oil, gasoline, other petroleum products, pesticides, cleaners, anti-freeze, batteries, etc.

Impact Sites. Any area (campsite, picnic site, shelter, etc.) that is delineated with wood timbers and filled with gravel, chips, or wood mulch.

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.

Preventive Maintenance. Preventive maintenance is the correction of incipient failures before they develop into major defects requiring costly correction.

Primitive Campsites – designated campsite location identified on project maps and publications available for use by the public; identified by white carsonite marker designating each site.

Quality Assurance. A method used by the Government to provide a measure of control over the quality of services provided by the Contractor.

Quality Control. A method used by the Contractor to control the quality services provided.

Restrooms. Sinks toilets, urinals and other facilities provided for the comfort and personal hygiene of persons using the facilities.

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).

Trimming. The cutting or clipping of grass, weeds, or other vegetation to a height equal to adjacent freshly mowed grass to produce a neat, orderly appearance.

Washhouse. Restroom with shower facilities or a structure with shower facilities only.

TECHNICAL PROVISIONS

Section 2

Septic Tanks, Water & Sewage Systems

TP-2.1 GENERAL. Except as otherwise specified herein, the Contractor shall provide all qualified personnel, materials, supplies, tools, parts, equipment, vehicles and transportation to perform the services required for the operation, maintenance and repair of septic tanks, water and sewerage systems, and water testing for swimming areas.

TP-2.2 WORK TO BE PERFORMED AND SCHEDULE OF WORK.

a. **PUMP SEPTIC TANKS.** (See Bid Schedule, Item 37). Pumping out of septic tanks (max. 1,500 gal.) shall be done as required. Septic tanks may require approximately 6 to 12 pumpings a year. However, visitation and site conditions will determine the actual pumpout requirements. The waste must be disposed of at an approved site in accordance with applicable codes and regulations. The Contractor shall submit a copy of pumpout record ticket including date, time and quantity removed. The contractor shall provide all personnel, materials, supplies, tools, vehicles, transportation, and equipment and disposal areas to perform this work.

b. **OPERATE WASTEWATER TREATMENT PLANTS.** (See Bid Schedule, Items 38 & 39). The Contractor shall provide all qualified personnel, administration, inspection, supplies, tools, equipment, fuel, vehicles and transportation required to provide normal operation of the wastewater treatment plants. The government will provide supplies and parts to make repairs to these facilities when necessary. The Contractor personnel performing this work must be certified as a licensed operator by the Tennessee Board of Certification for Operation Personnel in Wastewater Utilities. The government will provide copies of all current NPDES permits and operation manuals and/or design data to the contract plant operator. All systems shall be operated in accordance with these specifications and all parameters set in the NPDES permits for each system. The Contractor shall provide all personnel, materials, supplies, tools, and equipment required to provide normal operation of the wastewater treatment plants. The Government will furnish all materials, supplies and parts necessary to repair these facilities, if necessary. The types of systems in operation at the project are listed:

(1) Poole Knobs Campground - CLOW AER-O-FLO Sewage and Tertiary Treatment Plant, Model(s) S-280-55-5 & TT-20 with design flow of 27,600 GPD.

(2) Seven Points Campground - DaveCo Aerobic Sewage Treatment Plant, Model 9DA12 with design flow of 12,000 GPD.

c. **SAND FILTER WASTEWATER SYSTEMS.** The Contractor shall provide all personnel, materials, chemicals, supplies, tools, vehicles and equipment required to monitor three (3) sand filter systems located in recreation areas (Anderson Road Day Use, Cook Day Use, and Seven Points Day Use) for possible discharge. The Contractor personnel performing the work must be certified as a licensed operator by the Tennessee Board of Certification for Operation Personnel in Wastewater Utilities. All inspection and testing shall be done in accordance with the NPDES permit requirements for that system. Copies of the NPDES permits containing effluent limitations and monitoring requirements will be made available to the Contractor.

The Contractor shall perform these services:

(1) INSPECT & REPORT SAND FILTERS (See Bid Schedule, Item 40) The Contractor shall inspect and monitor the sand filter systems five (5) days a week to check for a flow between 1 April and 31 October. The Contractor shall complete monthly operation reports (MOR's) and data analysis reports (DAR's) and shall submit these to the Tennessee Department of Health and Environment meeting all state reporting requirements. In the past these sand filter systems have not generated a flow.

(2) SAMPLE & TEST FLOW, SAND FILTERS (See Bid Schedule, Item 41) If a flow is detected from a sand filter system, the Contractor shall immediately notify the COR and then perform wastewater testing on samples taken from the system. Samples shall be tested by an approved laboratory and tests shall meet all requirements of the NPDES permit for the system (CO, TRC, BOD, TSS, pH, Fecal Coliform and flow). Payment will only be made for this item if a flow occurs and testing is required.

d. SPRING STARTUP, WASTEWATER TREATMENT PLANTS (see Bid Schedule, Item 42). The contractor shall start up treatment plants at the beginning of the recreation season. This includes the following: Activate treatment sludge, grease, lubricate and change oil in machinery, calibrate controls and start plant. Procedures for initial start up shall be followed in accordance with operation manuals/data sheets for each plant. Insure all systems are running properly and processing sewage to state standards. Any equipment in need of repair or replacement will be reported in writing to the COR in a plant start up report. A licensed state approved plant operator will supervise all start up work.

e. WINTER SHUTDOWN, WASTEWATER TREATMENT PLANTS. (See Bid Schedule, Item 43). The contractor shall, at the time an area is closed, winterize and shut down the plant. **All plant parts and equipment in need of repair will be reported to the COR** in a written report of the plant status when shut down. All motors pumps and blowers shall be serviced in accordance with manufacturer recommendations. At the time of winter shutdown an inspection of the sewer collection system and outfall line shall be completed. The entire route of the system shall be walked and a visual inspection made of each manhole. All manholes shall be located then cleaned of any dirt, debris, gravel etc. covering them and inspected for cracks, breaks or other conditions which would allow infiltration of ground water. A written report of the condition of the collection system shall be submitted to the COR. A licensed state approved plant operator is required to supervise plant shut down. Schedules for the winter shut down of all three plants shall be submitted in advance and a government representative will inspect all work as it is accomplished.

f. PUMP SEWAGE TREATMENT PLANT – TANKS & LAGOONS . (See Bid Schedule, Item 44). When ordered, all associated tanks and lagoons shall be pumped and an interior cleaning of submersed tank surfaces and plant equipment and facilities shall be performed. A written report of any damaged areas or equipment needing repair or replacement will be submitted. **Any sludge removed shall be disposed of at a state-approved site.** Approximate capacities of Wastewater Plant Systems are Seven Points – 16,000 gals, Cook 19,000 gals and Poole Knobs 100,000 gals.

g. BEACH WATER TESTING. (See Bid Schedule, Item 45).

(1) The contractor shall collect water samples from designated swimming areas. Each sample shall be obtained from within the designated swim area and approximately ten (10) feet from the shoreline. The Tennessee Department of Health shall approve the containers used for sampling. Water samples shall be tested for fecal coliform by a laboratory having approval from the State of Tennessee for such testing. All water testing shall be conducted in accordance with the analysis procedures contained in the latest edition of the Environmental Protection Agency (EPA) Standard Methods for Examination of Water and Wastewater, and 40 CFR Part 136. A verbal report of the test results from each test date shall be telephoned to the Resource Manager's Office (615-889-1975) by noon of the day following the test. Written reports shall be sent within two (2) days of the testing to Resource Manager, J. Percy Priest Lake, 3737 Bell Road, and Nashville 37214. These written reports shall contain

the date, time, local conditions and name of person collecting the samples and include copies of the laboratory test results from the examining laboratory.

(2) Schedule - Water samples shall be taken bi-weekly on Monday starting the first full week in May and continuing through the first full week of September. Samples shall be collected between the hours of 10:00 a.m. and 2:00 p.m.

TP-2.3 LOCATION OF WORK. The Contractor shall perform the work herein described at the areas and facilities shown in Exhibit D. Treatment plant operations will be performed at the following areas:

- a. Poole Knobs
- b. Seven Points Campground

TP-2.4 SPECIAL PROVISIONS FOR OPERATION OF WASTEWATER TREATMENT PLANTS.

a. The Contractor shall prepare and submit all required EPA and State reporting forms as required and meet with regulatory personnel as required. Reports shall be submitted to the State prior to 15th of each month (a copy shall also be submitted to the COR). For each wastewater plant, reports shall be prepared and be submitted 12 months each year. When plants close "NO FLOW" reports will be prepared and submitted.

b. The plant operator shall be licensed and certified by the State of Tennessee in wastewater treatment.

c. Government personnel may periodically inspect the Contractor's work and may submit independent samples for testing and verification of Contractor's test results.

d. The plant operator shall visit all plants on a daily basis while the plants are operating to perform the work specified and to insure that the plants are functioning properly. The plant operator shall complete and initial the daily log book at each plant and submit a copy to the COR not later than the 15th of each month.

e. Any laboratory used for analysis of samples shall be certified by the State of Tennessee as an approved analysis laboratory for that purpose. Copies of all laboratory analysis/test results will be submitted to the COR by the 15th of each month.

TP-2.5 REPORTS

a. The contractor is required to file all reports on wastewater plants in use on J. Percy Priest Lake. Reports shall be filed even when plants are closed. A " NO FLOW" report will be prepared during winter months. All reports must be completed and signed by a state certified and licensed wastewater operator.

b. The contractor is responsible to know when new or different reports related to plant operations are required by the state and federal agencies and file them in the required time frame. Copies of all reports will be provided to the COR.

TECHNICAL PROVISIONS

Section 3

Grass Mowing

TP-3.1 GENERAL. The work shall consist of mowing and trimming all grass and other vegetation to the water's edge in designated locations at the various areas at the J. Percy Priest Lake. The Contractor shall provide all management, personnel, materials, supplies, parts, tools, equipment, fuel, vehicles and transportation to perform this work.

TP-3.2 WORK TO BE PERFORMED. (see Bid Schedule, Items 46-69) Before each mowing the Contractor shall pick up all litter, limbs, and other debris within the mowing area and place it in refuse containers. Designated areas shall be cut to a height of not more than five (5) or less than three (3) inches above ground, unless otherwise determined by the COR. Grass shall be neatly mowed and trimmed around trees, shrubs, posts, lights, guy wires, sidewalks, retaining walls, gates, fences, guardrails, barriers, curbs, planters, boat ramps, parking lots, picnic tables, garbage cans, playground areas, traffic counters, water and electric hookups, piezometers and seismometers, buildings and other structures. Ditches, road shoulders, rough ground, banks, beaches, shorelines, impact areas, parking lots, and other areas, that cannot be safely cut by machine shall be hand cut, pulled, or trimmed. Mowing schedules should be arranged so that any area will be completed (both mowing and trimming) before a weekend. Trimming and mowing shall be performed in one continual operation until completed. Trimming shall be performed **no more than one day following the mowing** in order to leave each area in a neatly mowed and trimmed condition. Trimming around piezometers and seismometers on the face of the dam shall be performed before mowing to prevent damage to units that are hidden by high grass when mowing. Grass, weeds, tree seedlings, vines, etc. in all planters, landscaped shrub areas, mulched areas around trees, beaches, playgrounds, impact picnic and campsites, impact areas around shelters, expansion joints or cracks in sidewalks, paved areas, curbing, steps, and gravel roads or parking areas shall be removed and disposed of each time mowing is accomplished. No line or string type power trimmers shall be used around unprotected small or young trees and plants. All suckers, water shoots, and sprouts growing from trees and shrubs shall be pruned to remove. Vines (such as honey suckle, poison ivy, etc.) growing on or around trees, posts, structures, etc. shall be trimmed at each mowing.

Clippings shall be removed from roads, sidewalks, patios, picnic tables and pads, campsites, impact picnic and camp sites, parking lots, pull-offs, planters, mulched areas, shelter floors and impact areas, concrete ditches and drains, etc. after each mowing. Clippings shall not be allowed to pile up or wind row, and shall be evenly distributed throughout the mowing area. When mowing, care shall be taken to throw clippings away from sidewalks, mulched areas, planters, buildings, etc.

Mowing in the irrigated area of the Resource Manager's Office, and Visitor's Center, shall be accomplished with lawn type push and/or riding mowers of 18 horsepower or less to maintain an evenly cut, lawn type appearance. Grass height in this area shall be cut no greater than 4" or less than 2". Heavier equipment with lawn type blades may be used elsewhere.

TP-3.3 SCHEDULE OF WORK. Grass normally requires cutting at various intervals depending on moisture, temperature and soil conditions at a particular site. The mowing season for areas around the lake usually run from late-March to early October. The actual number and frequency of mowings will be determined by the COR based on seasonal rates of growth. Approximately 12-15 mowings are anticipated for most areas. No mowing will be permitted on Saturdays, Sundays, or holidays unless approved by the COR. Mowing and trimming shall be performed during daylight hours (dawn to dusk). However, in camping areas mowing shall be done only between 8:00 a.m. and 6:00 p.m. Mowing and trimming shall be accomplished in such a manner as not to endanger or annoy

visitors using an area. Areas around visitors shall be mowed or trimmed with hand tools or the work delayed until the sites are vacant.

Each mowing/trimming shall be accomplished only after coordination with the COR. After issuance of a Delivery Order for an estimated number of monthly mowings, the COR will notify the Contractor where and in what order to begin each round of mowing. Mowing shall commence within two (2) days of the notice to proceed and shall be completed in no more than two (2) days once work has begun. All areas, listed in one round of mowing, shall be completed within six (6) working days once work begins.

The Contractor shall notify the COR when each area mowed is complete and ready for inspection by the Government. This notification shall be a copy of the Contractor's Quality Control Report showing that the Contractor's Quality Control Inspectors have inspected the area(s). Such notification shall be made no more than one (1) day following the completion of mowing in each area.

TP-3.4 LOCATION OF WORK. The work shall be performed in the areas listed in Exhibit D.

TP-3.5 HERBICIDING. With the COR's **prior approval**, some areas such as guardrails, road shoulders, roadways, curbing, sidewalk or parking lot cracks, impact picnic and campsites, impact areas around shelters, walkways, and gravel parking areas 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 dead grass. A Herbicide/Pesticide Application Report shall be submitted to the COR or his designated representative for each herbicide treatment. When treated areas begin new growth, they shall be trimmed in accordance with these specifications until permission is requested and granted for any additional herbicide treatment.

If the Contractor elects to perform herbicide applications under this specification, the Contractor shall provide all qualified supervision and personnel (State Chartered and licensed applicators in the appropriate categories) required to apply the chemicals used. All herbicides shall be applied in strict accordance with labeling restrictions for the herbicide, and in accordance with all EPA, State, Local laws, rules and regulations. Information on areas to be treated, Material Safety Data Sheets (MSDS) for the chemical to be used, and identification and certification of application personnel must be submitted in advance along with the Contractor's request.

TP-3.6 DAMAGE TO GOVERNMENT PROPERTY. The Contractor shall be responsible for repairing, restoring or replacing any Government facilities, structures or vegetation damaged (including trees, shrubs, grass, and flowers) as a result of Contractor operations. All vehicles used in mowing operations must be used on designated roads and trails. Damage or vandalism by others shall be promptly reported to the COR, or his designated representative when discovered by the Contractor.

TP-3.7 ADDITIONAL PLANTINGS AND CONSTRUCTION. The construction of additional landscaping structures or the minor planting or removal of landscape plants (including grass areas) during the contract period shall not be grounds for modification of mowing/trimming prices.

TP-3.8 SPECIAL PROVISIONS.

a. Mowing and trimming equipment shall be equipped with deflectors on the discharge area to provide protection against flying objects. Deflectors shall be in down position anytime the mower is in operation. The mowing direction and discharge shall be so directed as not to endanger persons or damage facilities from flying objects.

b. Line or string type power trimming equipment shall not be used to trim around small or young trees, shrubs, or around wooden sign posts, bulletin board posts or other facilities that could be damaged by such equipment.

c. Mowing will not be permitted when the ground is so wet that mowing operations cause wheel rutting or may damage the surface or sod in any manner.

e. Low-center gravity tractors shall be used to mow the dam embankment and other areas where slopes are steeper than 4 to 1. All rubber tire tractors, and riding mowers shall be equipped with a manufactured rollover protection system (ROPS) including seat belts. All ROPS shall comply with SAE standards and/or State criteria, which meets Dept. of Labor OSHA requirements. All equipment and personnel must conform to the requirements of the Corps of Engineers Safety Manual, EM 385-1-1.

TECHNICAL PROVISIONS

Section 4

Cleaning Services

TP-4.1 GENERAL. The work shall consist of cleaning and servicing public use areas and facilities at various recreation areas and pick up and removal of refuse and litter from J. Percy Priest Lake. The areas and number of facilities in each area are listed in Exhibit D. The months of operation and anticipated levels of cleaning services for each area are based on past use patterns under normal conditions. However, the months of operation and the level of cleaning services may change during the contract period. An area may be closed and services not ordered at all, or different cleaning levels may be ordered for the various areas on the lake. The government may use volunteers to perform certain cleaning services. The use of any nonstandard methods or practices or any deviation from the following specifications, or the use of any materials (i.e., chemicals, cleaning compounds, etc.) in a manner contrary to manufacturers specifications, must receive prior approval of the COR. The Contractor shall provide all management, personnel, materials, supplies, light bulbs (except for outdoor street light bulbs), parts, tools, equipment, fuel, vehicles and transportation to perform this work. The Contractor shall submit monthly to the COR a copy of work schedules for services performed under this section. The submitted work schedule shall include a listing of all employees, the areas that they are working in and their scheduled work hours.

TP-4.2 WORK TO BE PERFORMED.

a. RESTROOMS AND WASHHOUSES.

- **Heavy Cleaning** (see Bid Schedule, Items 70 & 72): Thoroughly clean and deodorize all structures and fixtures by mopping and scrubbing with approved cleaners, disinfectants, and deodorants. All mirrors shall be cleaned and polished as to maintain reflective qualities. Clean interior and exterior glass and/or Plexiglas surfaces in windows and doors. Cleaners used on Plexiglas surfaces shall be specifically designed for that use. All trashcans shall be emptied and paper towel and soap dispensers restocked and cleaned. At least one full roll of toilet paper per fixture shall be left at each cleaning. Remove all insects, insect nests, bird nests and webs from inside and outside of the facility including light fixtures. Replace burned out light bulbs, using the same type and wattage as were originally installed. In conjunction with cleaning of the building, all outside grounds and facilities associated with the building shall be cleaned. This includes sweeping walks and paved parking areas, cleaning water fountains and benches and policing grounds. Remove any drawings, writings, or graffiti that can be removed with commercially available cleansers. All excess water shall be removed by mopping after cleaning of building; no standing water shall be left on floors or walks. Pipe chase rooms shall be kept clean and free of dirt, debris, insects, insect nests, trash, and empty containers. Equipment and supplies (any supplies stored in pipe chase must be accompanied by MSDS in that location) stored in pipe chases shall be kept in a neat and orderly fashion so that there is easy access to all facilities and equipment within the pipe chase room. No gasoline or other flammables shall be stored in pipe chases. Building roofs and gutters shall be kept free of leaves, limbs and other debris. At one washhouse in each of the three campgrounds there are washer and dryer units installed. These are included as part of washhouse cleanings at these locations. Washer and dryers shall not be "hosed off" to accomplish cleaning.

- **Light Cleaning:** (see Bid Schedule, Items 71 & 73) Wet mop with disinfectant solution, wipe or sweep soiled areas, restock toilet paper, paper towels and soap; empty trash receptacles; and remove litter from building and grounds. Spot clean windows and glass in doors.

b. **PICNIC SHELTERS** (see Bid Schedule, Item 74). Thoroughly clean all structures including tables, benches, fireplaces, grills and floors. Remove all insects, insect nests, bird nests and webs from the shelter and associated facilities. Remove cold ashes from grills and dispose of them in authorized dumping areas. Power blowers

shall not be used for removal of ashes from grills. Clean grill cooking surfaces with a wire brush to remove all accumulations of foreign matter. All outside grounds and facilities (including the gazebo at the Anderson Road shelter area) associated with the shelter(s) shall be cleaned. Rake gravel impact areas to maintain level surface and eliminate eroded areas. This includes sweeping concrete walks and steps, cleaning water fountains and benches, and cleaning the grounds. Replace burned out light bulbs, using bulbs of the same type and wattage as were originally installed. Remove any debris, leaves, limbs, litter etc. from shelter roofs.

c. PICNIC SITES AND CAMP SITES (see Bid Schedule, Item 75 & 76). Thoroughly clean all tables including the seats, tops and base slabs. Remove all insects, insect nests and webs from the facilities. Remove cold ashes from grills and fire rings and dispose of them in authorized dumping areas. Power blowers shall not be used for removal of ashes from grills. Clean grill cooking surfaces with a wire brush. All associated grounds and facilities such as the impact areas, parking areas, steps and walks, water fountains or hydrants, electrical outlets, and service tables shall be cleaned. The Contractor shall remove any bags of garbage left at a campsite. All impacted sites shall be raked down to maintain a level surface and eliminate eroded areas. Leaves, sticks, accumulations of dirt, mud and litter on camping and picnic impact sites and paved parking ramps are included in this work requirement. In some picnic areas, grills have been consolidated at a central location that serves several nearby picnic sites. These grills shall be considered as part of the adjacent units.

d. LITTER REMOVAL (see Bid Schedule, Item 77). Pick up all trash, paper, bottles, glass, limbs, cans, pop tops, or tabs from cans, cigarette butts, campfire debris, animal carcasses, and all other debris including driftwood (routine drift that can be removed by two individuals either by hand, shovel or rake and transported via pick up truck shall be included in this work requirement and dispose of in State approved landfill. The removal of bulk accumulations of drift resulting from unusual water elevations that require significant action beyond the normal level of drift maintenance will be accomplished by other means. This work shall be accomplished in all portions of public use areas, landward from the water's edge of the lake (regardless of the pool elevation) to the boundaries of the following described portions of recreation areas (including roads, road shoulders, ditchlines, drains, culverts, parking areas, launching ramps, courtesy docks/fishing platforms, sidewalks, walkways, launching ramps and handicap access ramps):

(1) Mowed or Cleared Areas: All portions of public use areas that are kept mowed/trimmed or have been cleared of underbrush.

(2) Wooded or Uncleared Areas: 40 feet into these areas from mowed or cleared areas including roads, road shoulders, parking areas and launching ramps.

(3) Trails and Paths: All areas along and 20 feet either side of developed and undeveloped trails and paths. When these trails and/or paths terminate at the shoreline, all litter shall be removed from an area 40 feet upstream and downstream of the end of the trail or path from the water's edge to a point 40 feet landward of the 490 ft. msl elevation. When the path or trail terminates in a location other than the shoreline, all litter shall be removed from an area within a 40-foot radius of the end of the trail or path.

(4) Adjacent Shoreline Areas: All shoreline areas 100 feet upstream and downstream from the boundaries of public use areas from the water's edge to a point 40 feet landward from the 490 ft. msl elevation.

(5) Camping and Picnic Sites: On, around, and between all sites, regardless of whether the areas are wooded or uncleared. Litter within the portion of the campground contained within the loop road(s) and adjacent to non-water front sites shall be removed from an area 40 feet from the back of all campsites. Leaves and limbs on camping and picnic impact sites are included in litter removal in these areas. Litter shall be removed from trails and paths, and mowed and cleared areas as previously described for area (1) and (3) above.

(6) Riprap Areas: All riprap areas at the Dam Site, to include the entire course of riprap from the top of the bank down to the water's edge. The areas include the upstream face of the dam; the area below the

overlook parking lot, including the shoreline; the left and right banks extending 40 feet downstream from the end of the concrete fishing platforms; and any toe drains located on the left and right banks upstream and downstream.

(7) Ditchlines: Clean ditch lines, drains, and culverts of all items such as leaves, limbs, dirt, gravel, rocks, sticks, cans and bottles, etc. Cleaning shall consist of picking up and removing all debris and depositing in an approved dumpsite. A ditchline shall be defined as the entire area of drainage from both sides of the ditch. Ditchlines adjacent to roadways shall be cleaned from the edge of the pavement to the bottom of the ditch and up to the top of the slope on the opposite side from the road. Leaves and limbs are included in litter removal in this area.

Drains, culverts and catch basins shall be cleaned out, removing all accumulations of dirt, litter, leaves, gravel, limbs etc., to the size of the original opening. This shall be done once at the beginning of the contract and then maintained under these specifications for the remaining term of the contract.

(8) Dead Trees: The Contractor shall report any dead trees or large dead limbs in the areas to the COR. The Contractor shall remove any fallen limbs or trees that can be removed by two people.

e. TRASH RECEPTACLES (see Bid Schedule, Item 78). Remove and dispose of the contents of all refuse receptacles, and pickup and properly dispose of material on the ground or floor around each container. Refuse receptacles shall be emptied regardless of the amount of trash in them, replaced on stand or post (if provided) securely, a new liner installed, and the cover replaced securely on the receptacle. Clean all receptacles and apply an approved disinfectant as needed to provide a sanitary facility that is free of unpleasant odors. Prior to the closing of the recreation areas all refuse receptacles will be emptied regardless of the amount of garbage in the receptacles and replace with a new garbage bag. Damaged or missing receptacles shall be reported in writing to the COR so they can be replaced. Cleaning of the trash receptacle containers shall be performed as often as necessary, or as directed by the COR, to maintain the receptacles in a sanitary condition and as odor free as possible.

f. DUMPSTERS (see Bid Schedule, Item 79). A front loading dumpster (8 cu. yd. capacity minimum) shall be provided by the Contractor in each of the three campgrounds (when open) at a location determined by the COR. An additional dumpster is required in the Operations Area for the disposal of refuse from the maintenance shop and operations area. Disposal shall be at a State approved landfill only. Dumpsters shall be sprayed once a week with disinfectant and scheduling for spraying shall be submitted for approval with the COR. Dumpsters shall be serviced according to the contract schedule to maintain a neat, clean and sanitary facility. At each servicing of dumpsters, any materials on the ground or left around the dumpster shall be removed. Trash, litter and debris collected from picnic areas and other access areas shall **not** be disposed of the dumpster's located in the camping areas or the Operations Area. Extra dumpster servicing may be ordered on summer holiday weekends and will be paid for at the unit price for Item 79, Dumpsters.

g. SANITARY DUMP STATIONS (see Bid Schedule, Item 80). Thoroughly clean and disinfect concrete surface and fixtures of sanitary dump stations and clean the area around the facility. Report any leaks, or malfunctioning equipment to the COR or his designated representative.

h. AMPHITHEATERS AND BULLETIN BOARDS (see Bid Schedule, Item 81 & 82). Thoroughly clean all structures and remove all insects, insect nests and webs from the facility. Remove all graffiti that can be removed using commercially available cleansers. Glass and/or Plexiglas-glass portions of bulletin boards shall be cleaned inside and outside using commercial cleaners manufactured for that purpose.

All associated grounds and facilities shall be cleaned. This includes sweeping walks and steps, cleaning water fountains, grills, electrical outlets, benches and policing grounds and impact areas. All safety hazards and any damage to the facilities shall be immediately reported to the COR or his representative.

TP-4.3 SCHEDULE OF WORK. The following schedules of services are the minimum acceptable. In campgrounds, no work shall begin prior to 7 a.m. or continue after 3 p.m. without approval of the COR.

There are three levels of cleaning services that may be required. Level I service requires the highest degree of effort and normally will be performed during the heavy use periods of the recreation season. Level II requires less effort and normally will be performed during the spring and fall seasons. Level III requires the lowest degree of effort and is normally performed during the winter months. These periods of time are approximate and may vary substantially. The Contractor may be required to perform one or more levels of work during the same time period and at different areas. The level of services and the areas in which to perform the work will be designated as Delivery Orders are issued.

a. LEVEL I SERVICES:

(1) Restrooms and Washhouses.

- Heavy Cleaning: Seven (7) days each week, to be completed by 9:00 a.m. each day.

- Light Cleaning: Four (4) days a week on Friday, Saturday, Sunday and Wednesday between 12:00 and 2:00 p.m.

(2) Shelters.

- Five (5) days a week on Monday, Wednesday, Friday, Saturday and Sunday, to be completed by 9:00 a.m.

(3) Picnic Sites and Camp Sites.

- Picnic sites: Five (5) days a week on Monday, Wednesday, Friday, Saturday and Sunday, to be completed by 9:00 a.m.

- Campsites: Three (3) days a week on Monday, Wednesday and Friday between 8:00 a.m. and 11:00 a.m.

(4) Litter.

- Five (5) days a week, to be completed by 12:30 p.m. on Monday, Wednesday, Friday, Saturday and Sunday

(5) Trash Receptacles.

- Four (4) days a week on Monday, Wednesday, Saturday and Sunday, to be completed by 12:00 noon.

(6) Dumpsters.

- Three (3) days a week on Monday, Wednesday, and Friday between 8:00 a.m. and 3:00 p.m.

(7) Sanitary Dump Stations.

- Three (3) days a week on Monday, Wednesday and Saturday, to be completed by 10:00 a.m.

(8) Amphitheaters.

- One (1) day a week on Saturday, to be completed by 12:30 p.m.

(9) Bulletin Boards.

- Two (2) days a week on Wednesday and Saturday, to be completed by 9:00 a.m.

b. LEVEL II SERVICES:

(1) Restrooms and Washhouses.

- Heavy Cleaning: four (4) days each week on Monday, Friday, Saturday and Sunday, to be completed by 9:00 a.m.

- Light Cleaning: One (1) day a week on Wednesday, between 12:00 and 2:00 p.m.

(2) Shelters.

- Four (4) days each week on Monday, Wednesday, Saturday and Sunday, to be completed by 9:00 a.m.

(3) Picnic Sites and Camp Sites.

- Picnic sites: Four (4) days each week on Monday, Wednesday, Saturday and Sunday to be completed by 10:00 a.m.

- Campsites: Two (2) days a week on Monday and Friday between 8:00 a.m. and 11:00 a.m.

(4) Litter.

- Four (4) days a week on Monday, Wednesday, Saturday and Sunday, to be completed by 12:30 p.m.

(5) Trash Receptacles.

- Three (3) days a week on Monday, Friday, and Sunday, to be completed by 12:00 noon. .

(6) Dumpsters.

- Two (2) days a week on Monday and Friday between 8:00 a.m. and 3:00 p.m.

(7) Sanitary Dump Stations.

- Two (2) days a week on Monday and Friday, to be completed by 10:00 a.m.

(8) Amphitheaters

- One (1) day a week on Saturday, to be completed by 9:00 a.m.

(9) Bulletin Boards.

- One (1) day a week on Saturday, to be completed by 9:00 a.m.

c. LEVEL III SERVICES:

(1) Restrooms and Washhouses.

- Heavy Cleaning: One (1) day each week on Friday, to be completed by 9:00 a.m.
- Light Cleaning: Two (2) days a week on Monday and Wednesday, to be completed by 9:00 a.m.

(2) Shelters.

- Two (2) days a week on Monday and Friday, to be completed by 9:00 a.m.

(3) Picnic Sites and Camp Sites.

- Picnic sites - Two (2) days a week, on Monday and Friday, by 10:00 a.m.
- Campsites - Two (2) days a week on Monday and Friday, between 8:00 a.m. and 11:00 a.m.

(4) Litter.

- Three (3) days a week on Monday, Wednesday, and Friday to be completed by 12:30 p.m.

(5) Trash Receptacles.

- Two (2) days a week on Monday and Friday, to be completed by 12:00 noon

(6) Dumpsters.

- One (1) day a week on Friday between 8:00 a.m. and 3:00 p.m.

(7) Sanitary Dump Stations.

- Two (2) days a week on Monday and Friday, to be completed by 10:00 a.m.

(8) Amphitheaters.

- One (1) day a week on Friday, to be completed by 10:00 a.m.

(9) Bulletin Boards.

- One (1) day a week on Friday, to be completed by 10:00 a.m.

TP-4.4 LOCATION OF WORK. All of the cleaning work described in this Section shall be performed in those areas described herein and/or shown in Exhibit D, Approximate Quantities by Area.

TP-4.5 SPECIAL PROVISIONS.

a. Water. Water required for cleaning may be obtained from existing Government water supply systems or from any other sources approved in advance by the COR. The Contractor shall furnish all of the equipment necessary to load, contain and transport water for cleaning in those areas where water is not available. Only fresh clean water shall be used for all cleaning services.

b. Dumping and Disposal Areas. The Contractor shall have the full responsibility for providing proper dumping and disposal areas. No dumping or disposal will be permitted upon Government property. No dumping or disposal areas shall be used without obtaining the approval of appropriate State and local agencies. The Contractor shall be responsible for acquiring the necessary approvals from the appropriate agencies.

c. Equipment. The Contractor shall furnish and maintain sufficient equipment that is suitable to perform all of the work described herein. If trash compactors are not used, then all Contractor vehicles used to transport garbage, trash, debris, refuse or any other material to dumping and/or disposal sites shall be covered to prevent such materials from falling and/or blowing off of the vehicle. All of the equipment to be used for performance of the work will be inspected and approved by the COR as to condition, safety and suitability for the work prior to its use.

d. Schedule Variances. All of the services described in this section are the minimum requirements. The intent of this contract specification is to provide neat, clean, sanitary and safe facilities for the general public's use. Consequently, additional efforts may be required as a result of increased visitation, weather, vandalism, etc. The Contractor can expect a heavier workload in some areas and a lesser workload in some other areas depending on visitation and the other above described factors. Visitation fluctuations (for any reason and/or at any location) will not be the basis for an adjustment to the contract. However, the Contractor shall be required to meet prescribed standards regardless of the schedule of services described herein.

TECHNICAL PROVISIONS

Section 5

Beach and Playground Maintenance

TP-5.1 GENERAL. Unless otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, vehicles, and equipment required to maintain developed swimming beaches and playground areas. Beach areas include the sanded areas located within designated swimming sites. Playground areas include the sand or bark chip surface within the perimeter of the impact area. Beaches are delineated by buoy lines and/or earth berms and extend landward from the 490' msl summer pool elevation approximately 25 to 30 feet.

TP-5.2 BEACH AND PLAYGROUND MAINTENANCE. The Contractor shall provide the following:

a. WEEKLY BEACH MAINTENANCE (see Bid Schedule, Item 83). Exposed beach areas shall be groomed by raking to redistribute sand, fill holes and eroded areas, and cleaned to keep the area free of all litter, trash, drift, stumps, rocks, cigarette butts, glass and other debris. The work shall be performed on the entire beach area extending from the landward edge of the sand beach to the water's edge. Sand accumulations on sidewalks, steps, retaining walls and handicap access ramps shall be removed by raking, sweeping and/or shoveling. Sand shall be removed from both the above and below water portions of the handicap access ramp. When lake elevation reaches 491' msl, prior approval from the COR must be obtained before work is accomplished. This service shall be performed once each week on Thursday at beaches located at Anderson Road Picnic Area, Cook Picnic Area, , and Seven Points Campground.

b. WEEKLY PLAYGROUND MAINTENANCE (see Bid Schedule, Item 84). Exposed playground areas shall be raked to redistribute sand or bark mulch, fill holes and eroded areas, and policed to keep the area free of all litter, trash, limbs, rocks, glass, cigarette butts, plants and other debris. Replacement sand or bark mulch shall be evenly spread on the playgrounds as necessary to accomplish the above-described work and to maintain a minimum depth of six (6) inches. Sand around the perimeter shall be raked back into the impact area. Accumulations of sand/mulch that build up on timbers around play areas shall be removed. The Government will provide any replacement sand or wood mulch needed to accomplish this work.

c. NON-ROUTINE BEACH MAINTENANCE (see Bid Schedule, Item 85). After policing the beach sand area to remove all litter, trash, drift, stumps, rocks, cigarette butts, glass and other debris the entire sand area shall be groomed by mechanical equipment with attachments (approved for work by COR). This equipment shall be capable of grading, moving and redistributing the sand to fill in eroded areas and evenly spread the sand as necessary to maintain a minimum depth of sand of six (6) inches. If additional sand is required to perform this work the Government will furnish it. This sand may be made available from local stockpiles or ordered for delivery from local suppliers. When lake elevation reaches 491' msl, prior approval from the COR must be obtained before work is accomplished. This service shall be performed once each month on Thursday at beaches located at Anderson Road Picnic Area, Cook Picnic Area, and Seven Points Campground.

d. Schedule. Beach and playground maintenance shall be accomplished one (1) day a week on Thursday, to be completed by 10:00 a.m. and in such a manner as not to endanger the public. Maintenance is required during the period from April through September. However, this schedule is subject to change due to weather and visitation patterns. All work at a particular beach and/or playground shall be completed the same day that work began.

TP-5.3 LOCATION OF WORK. There are presently three (3) beaches in recreation areas at J. Percy Priest Lake. They are located in Seven Points Camping Area, Cook Picnic Area and Anderson Road Picnic Area. There are

presently three (3) playground areas located at the following areas: Anderson Road Beach/Picnic Area, Anderson Road Group Shelter Area, and Cook Picnic Area. Additional playgrounds may be added and the same work would be ordered at the same unit price.

TP-5.4 SPECIAL PROVISIONS. The grass shoreline areas adjacent to beaches shall also be maintained as specified in Sections 3 and 4.

TECHNICAL PROVISIONS
Section 6
Park Attendant Services

TP- 6.1 GENERAL. The Contractor shall provide camping couples (two adults, over 21 years of age with no children living in the campground) to serve as live-in Park Attendants at designated recreation areas. The Contractor shall provide all of the personnel, materials, supplies, parts, tools, equipment and vehicles, except as otherwise specified herein, to perform these services. The Attendants shall reside in a self-contained camper or motor home and live in the park during their work assignment. Pick-up campers, tents, home-built campers, such as restored buses or mobile homes typically used as permanent residences shall not be used. The Government will provide a campsite with water, electric, and sewer hookups, and a telephone at the registration center. Assignments include: collecting user fees, administering a registration and reservation system (compiling from user fee permits the number of reservations, Annual Day Use Fee Passes, Golden Age Passport and Golden Access Passport transactions and visitor permits sold), maintaining a status board of occupied sites and a register of visitors, furnishing visitors information and brochures, maintaining picnic shelter reservation system for their respective areas of responsibility, assuring proper use of park facilities, and maintaining quiet-hour periods. The Contractor and all Park Attendants will receive a thorough orientation of Corps regulations, operating procedures and fee collecting and remitting instructions and shall be responsible for performing the work in accordance with these requirements. Whenever the term "Contractor" or "Park Attendant" is used in describing requirements and responsibilities, the Contractor is solely and fully responsible for insuring the proper performance of the duties and responsibilities described herein.

TP- 6.2 WORK TO BE PERFORMED -CAMPGROUNDS.

a. Contractor Scope of Work and Responsibilities. The Contractor shall provide the following services:

(1) Provide at least two (2) adults as described in TP-6.1 for each campground to serve as live-in Park Attendants for the contract period for that campground. The personnel selected by the Contractor must be approved by the COR and must be capable of performing the requirements in paragraph b, "Park Attendants: Scope of Work and Responsibilities". The Contractor shall insure that Park Attendants have an approved self-contained camping trailer or motor home to reside in at each campground and appropriate uniform shirts/blouses and pants/skirts to be approved by the COR.

(2) Attend a pre-work orientation with the COR. All Park Attendants must also attend the orientation.

(3) Sign and account for use fee permits received (ENG Form 4457) and be ultimately responsible for all fees collected as well as unsold permits. Issue fee permit books to Park Attendants as needed. The Contractor shall be responsible for accounting procedures required by the COR. All funds shall be properly safeguarded. Payment will not be made to the Contractor until all funds and permits are reconciled. Any shortage of funds will be deducted from the Contractor's payment. Proper handling of and accounting for funds is a condition of performance of this contract. The Contractor is responsible for use fee permits and collection regardless of the status of collections from individual Park Attendants.

(4) Collect fees and user permits from each campground and issue to the Park Attendants a receipt for fees and user permits collected. The Contractor shall collect fees and permits as necessary to insure Park Attendants do not possess more than \$5,000 at any given time. ALL collected fees (in the form of checks, cashiers checks, and travelers checks -- cash must be converted) must be submitted with a BILL FOR COLLECTION to the Atlanta, Georgia Lock Box no later than the close of business on the next work day. This is according to the process designated by the NRRS (National Recreation Reservation Service), and any deviation to the fees submittal procedure must be approved in advance by the COR. Any collected monies held overnight must be kept in an approved safe. The COR will designate which of the use fee handling procedures described below will be utilized under this contract. The COR may change the procedure used at any time during the term of the contract. The Contractor shall either: (1) Submit fees by a process designated by the NRRS (National Recreation Reservation

Service); (2) complete ENG Form 3313 and remit funds directly to the Federal Reserve Bank; or (3) complete and mail ENG Form 3313 as described above and deposit funds to a bank account established by the Contractor and write and send a check to the Federal Reserve Bank accompanied by a Standard Form SF-215. If the Contractor is required to establish a bank account as previously described, all fees for establishing and maintaining the account shall be paid by the Contractor. Any bank account established by the Contractor for the handling of use fees shall be for conversion of cash collected from the campgrounds only. No commingling of any other funds (except for any balance kept for the purpose of keeping the account active) or use of the account for any purpose other than remittance of funds to the Federal Reserve Bank will be authorized. The Contractor shall furnish the COR a copy of monthly bank statements for all such accounts within five (5) working days after receipt from the bank.

(5) Credit cards will be accepted in the campgrounds. Park attendants will be trained in the use and accounting of credit card transactions.

(6) Collect and account for other fees, such as but not limited to: coin laundry facilities, ice machines, and sale of firewood.

(7) Turn in all requests for refunds and credit vouchers to the COR immediately. When using the NRRS (National Recreation Reservation Service), cash refunds and camping credit will be processed through this system.

(8) Be audited weekly or as deemed necessary by the COR.

(9) Compile the numbers of reservations, Golden Age Passport transactions, Golden Access Passport transactions, and visitor permits sold for each completed user fee permit book. The Contractor shall keep this information current and maintain it in a logbook which may be inspected by the COR as needed.

(10) To maintain adequate service to the public, the Contractor shall provide any additional personnel needed on peak visitation weekends and holidays, or in case of illness or emergency involving primary Park Attendants. All temporary personnel must be approved in advance by the COR.

(11) Provide replacements within 24 hours for any Park Attendants that quit, are terminated, or are otherwise not present for duty.

(12) Provide and maintain an inspection system acceptable to the COR which covers the services to be performed.

(13) The Contractor shall conduct performance appraisals on individual Park Attendants on a monthly basis or more often as required by the COR and document results on a standardized form to be provided by the Government.

(14) Report all significant incidents occurring in the park, such as accidents, law enforcement problems, violations of regulations, criticism of facilities, etc., to the COR.

b. Campground Park Attendants Scope of Work and Responsibilities. The Contractor shall ensure that the Park Attendants provide the following services:

(1) Maintain the area where the camper/motor home is parked in a clean and sanitary condition at all times. Certain types of house pets may be permitted with approval of the COR. Pets shall be under physical restraint at all times. Upon completion of the contract, the camper/motor home area shall be left clean and in good repair.

(2) During the hours the campground Registration Center is open (see TP-6.4), issue user permits or visitor passes and collect appropriate fees. Distribute pamphlets, copies of Federal Regulations, and other general information items to all campers. Assist campers in locating a campsite and answer questions by campers and

visitors. Issue plastic trash bags (30-33 gal. size) to campers when they register and as necessary throughout their stay.

(3) Tact, diplomacy, and courtesy shall be exercised whenever dealing with the public. The personal appearance of the Park Attendants shall be neat and clean at all times. Complaints from the general public concerning these requirements will be grounds for immediate removal of the Park Attendant from the area. The Contractor shall provide a suitable replacement immediately or as approved by the COR.

(4) The Attendants shall advise all campground users to utilize developed facilities, and to park and operate vehicles and campers only on designated roads and pull-offs or at other designated areas. The Attendants shall record the campsite taken by each camping party and maintain a permanent record at the Registration Center of the current status of campsites occupied and the period of stay.

(5) Registration and reservations for campsites shall be accomplished by the combination of the NRRS (National Recreation Reservation Service) and the Park Attendant. The NRRS, provided under contract to the government by Park.Net, Inc., will provide advance reservation services for campsites, and other reservable facilities in the NRRS inventory. These services include, but are not limited to the following: receiving reservation requests, bookings, collecting and processing fees, cancellations, changes, refund and credit requests, and transmitting reservation information to each individual campground or field location. Attendants will perform specific duties daily to implement the reservation program in accordance with provided procedures. Duties include, but are not limited to, the following: maintaining current on-site records, posting reservable facilities (via campsite information markers), checking site availability for customers, check-in registration processing, receiving daily arrival reports, etc. Attendants utilizing the provided computer system will be oriented and trained on all aspects of the campground management program by the government. Specific duties and procedures will be entailed and further defined in the government-provided User's Guide and through pre-work training provided by the government.

Attendants will **not** take advance reservations over the phone. Attendants will provide advance reservation services for current customers only, as directed by the government representative. Park Attendants shall not reserve campsites except through the NRRS reservations system. Park Attendants will be given a thorough orientation of the procedures for reserving campsites and administering the registration and reservation system at the beginning of the contract period.

(6) Park Attendants shall sign and account for the user fee permits received (ENG Form 4457) and shall fill out user fee permits, collect fees, and issue the user copy to the camper and/or visitor. Fee permits shall be issued by computer with the ENG form 4457 serving as a backup. Park Attendants shall be responsible for safeguarding the fees collected, the original and first copy of the permits sold, and all unsold permits until they are turned over to authorized personnel. Park Attendants shall have sufficient personal cash on hand (not to exceed \$100) to make change. Attendants shall insure that amounts collected balance with the receipts of permits issued. When Park Attendants transfer permit receipts to authorized personnel, a receipt for such transfers shall be obtained. When personal checks are used for payment, the attendants shall insure that the check is (1) a first party instrument, (2) made payable to the "NRRS", or as otherwise instructed by the COR, (3) in the exact amount of the fee, and (4) annotated to show user's home address, driver's license number, state of issue, and Social Security number. Similar information is required on Travelers Checks. Credit cards shall also be accepted for payment of user fees. Park Attendants shall not make refunds but shall forward all such requests to the COR, or - as instructed by the COR, to the NRRS.

The Park Attendant shall also collect and account for any other fees collected in the area, including collections for coin laundry facilities, ice machines, campfire wood, etc.

(7) Park Attendants shall compile the number of reservations, Golden Age Passport transactions, Golden Access Passport transactions, and visitor permits sold.

(8) Park Attendants shall inspect the campground a minimum of three (3) times daily (once immediately after opening the entrance gate, once during high activity periods, and once just prior to official quiet hours) to insure that: litter and garbage at each campsite are properly disposed of, restrooms and washhouses are clean and operating properly, vehicles are parked correctly, playground equipment is safe and operating properly, swimming areas are free from hazards, gray water and sewage is being properly contained at each campsite, all visitors have left the campground by 10 P.M., all pets are leashed or are otherwise under physical control, official quiet hours (from 10 P.M. until 6 A.M.) are maintained. Park Attendants shall advise rangers of all hazards and violations. Other areas may be designated for inspection by the COR. Campground inspection and gate security shall be coordinated with the COR to cover heavy use periods.

(9) As campsites are vacated or occupied, Park Attendants will change the campsites' information markers to show the sites' correct occupancy designation.

(10) Park Attendants shall distribute plastic trash bags to in-coming campers and be responsible for the campers placing trash in the dumpster. In the event campers fail to remove trash bags from their campsites, it shall be the Park Attendants' duty to place the trash bags and litter in the dumpster.

(11) Park Attendants shall open the campground entrance gate each morning at 6 A.M. and close the gate each evening at 10 P.M. Park Attendants shall require all visitors to leave by 10 P.M. Park Attendants shall allow registered campers to leave and re-enter the campground between 10 P.M. and 6 A.M. Park Attendants shall accommodate late arrivals or direct them to overflow areas where they are provided, or to other Corps campgrounds, or to other nearby campgrounds.

(12) Park Attendants shall compile reservation information for the adjacent Day Use Picnic Shelters (either from the NRRS system or from a procedure designated by the COR and established at the pre-work orientation) and post any and all shelter reservations on the appropriate Shelter Reservation Boards by 12 noon on Fridays of each week from 1 April – 31 October (or as designated by the COR).

<u>Attendant</u>	<u>Area(s) to post</u>
Seven Points (CG)	Seven Points (2) and Cook Day Use (2)
Poole Knobs (CG)	Jefferson Springs Day Use (1)
Anderson Road (CG)	Anderson Road (1) and Smith Springs (1) Recreation Areas

(13) Park Attendants shall not make or erect any signs or barricades, or perform alterations to the registration center, campsites, restrooms, shower houses, or any other facilities without prior approval from the COR.

(14) Report all disturbances that cannot be diplomatically controlled to local law enforcement officers or Corps of Engineers Rangers. All communications with local law enforcement officers shall be reported to Corps Rangers as soon as possible. Attendants shall not attempt to apprehend any violators. Attendants shall promptly report all accidents and violations of laws and regulations to Corps Rangers.

(15) Keep written reports of complaints and criticisms of park facilities, report situations that could affect the health and safety of visitors, and report any maintenance items that need attention. Log times (in and out) and dates of local law enforcement patrols, cleaning and mowing crews, etc. through the campground. Keep other written records as required by the COR.

(16) Park Attendants shall not possess, display, use, or maintain firearms, fireworks or any other type of weapons or explosives in the campground. Violations will result in immediate dismissal.

(17) All Park Attendants shall conduct themselves in a professional and businesslike manner to promote a good image and not cause any disruption to the visiting public. No alcoholic or intoxicating beverages or substances or illegal drugs or controlled substances not prescribed by a physician shall be possessed or consumed by the Park

Attendants while on duty. Any Park Attendant found to be under the influence of the above-described substances or otherwise in violation of the restrictions contained in this paragraph while on duty will be immediately dismissed.

(18) Park Attendants shall cooperate with Corps employees and contractors. Park Attendants shall allow Corps employees to use, for Government business, phones or radios furnished by the Government.

(19) Any charges for unauthorized long distance calls by Park Attendants will be deducted from amounts owed to the Contractor, or shall be paid by the Contractor as determined by the COR. Park Attendants shall not allow campers, visitors, or any other unauthorized persons to enter the Registration Center.

(20) Park Attendants shall give the Contractor as much advance notice of absence as possible. Replacements shall be furnished by the Contractor and will be approved by the COR.

(21) Park Attendants shall secure and lock the registration center when it is left unattended. If fee money or user fee permit books are left in the registration center, they must be locked in an approved field safe or vault, or in the possession of authorized personnel, or otherwise safeguarded in a manner approved by the COR.

(22) Park Attendants will be appraised on their work performance on a regular basis. The COR will determine the schedule and location of the appraisal.

(23) Park Attendants shall provide the following:

(a) A self-contained camping trailer or camping motor home that shall be parked near the entrance to the park at a location to be designated by the COR. The trailer or motor home shall not exceed 35 feet in length (see paragraph 1, "General", for trailer/motor home acceptability standards). Camping trailers/motor homes must be approved for use by the COR before they are moved into the campground.

(b) The Park Attendants shall wear uniform-type shirts/blouses and pants/skirts while on duty. Uniforms must receive prior approval by the COR. It shall be the Park Attendants' responsibility to sew identification patches provided by the Government onto the shirts/blouses. Name tags and/or caps provided by the Government shall be worn by Park Attendants while on duty as directed by the COR.

(24) Failure of Park Attendants to perform services outlined above in a satisfactory manner or to provide items listed above shall constitute grounds for immediate termination.

TP - 6.3 Government Responsibilities. The Government will provide the following:

- (1) Orientation and necessary training to perform the required duties.
- (2) A campsite at each area with electrical and potable water hookups, and a method of sanitary waste disposal.
- (3) Telephone communication equipment.
- (4) A combination safe, logbook, Golden Age Passports, permit forms, credit voucher/refund forms, and other hand out material such as information pamphlets, copies of Federal Regulations and area maps will be provided. Use fee permits will be provided and shall be hand receipted.
- (5) Personal computer complete with screen and printer, credit card collection imprinters and associated materials in the campgrounds and cash registers in the day use areas.
- (6) Identification patches, name tags and/or caps when required by the COR.

(7) Appropriate signs and markers.

TP- 6.4 SCHEDULE AND LOCATION OF WORK. The Contractor shall provide the services described herein at the campgrounds and for the periods indicated below:

a. Anderson Road Campground - From approximately 1 May through 5 September. (Bid Schedule, item 86)

Description: Anderson Road Campground contains 37 campsites, each with a picnic table, grill, and parking space. The following facilities are located within the area: a showerhouse, restroom, dump station, and boat ramp. Camper visitation will be permitted in the park between the hours of 6:00 A.M. and 10:00 P.M. Anderson Road Campground is located on the west side of the lake between the Hamilton Creek and Smith Springs Recreation Areas.

b. Poole Knobs Campground - From approximately 1 May through 5 September. (Bid Schedule, item 87)

Description: Poole Knobs Campground has 90 sites with picnic tables, grills, and gravel pull-offs. The following facilities are located within the campground: two (2) showerhouses, two (2) restrooms, a dump station, and a boat ramp. Camper visitation will be permitted in the campground between the hours of 6:00 A.M. and 10:00 P.M. Poole Knobs is located on the west side of the lake between the towns of Lavergne and Smyrna.

c. Seven Points Campground - From approximately 1 April through 30 October. (Bid Schedule, item 88)

Description: Seven Points Campground contains 60 campsites with water and electricity at each site. Each site has a picnic table, grill, lantern holder, and camping pad or parking space. The following facilities are located within the area: a showerhouse, restroom, dump station, boat ramp, and sand beach. Seven Points is the most visited campground on J. Percy Priest Lake. Several of the campers will be visiting tourist attractions in Nashville and will return after 10:00 P.M. Camper visitors will be permitted in the park between the hours of 6:00 A.M. and 10:00 P.M. Seven Points is located on the east side of the lake approximately four (4) miles from the damsite.

TP- 6.5 HOURS OF CAMPGROUND REGISTRATION CENTER OPERATION.

a. The campground registration centers shall be open and staffed according to the following hourly schedule. These hours are the minimum, core hours of operation. Additional hours of operation will be ordered as outlined in d. below, based on campground use and the need for overall administration.

Seven Points Campground

Monday - Thursday	10 a.m. - 6 p.m.	8 hours
Friday	10 a.m. - 10 p.m.	12 hours
Saturday	8 a.m. - 8 p.m.	12 hours
Sunday	8 - 9 a.m. 1 - 8 p.m.	8 hours

Anderson Road, and Poole Knobs Campgrounds

Monday - Thursday	8 - 10 a.m.	2 - 6 p.m.	6 hours
Friday	8 - 10 a.m.	2 - 10 p.m.	10 hours
Saturday	10 a.m. - 8 p.m.		10 hours
Sunday	8 - 9 a.m.	1 - 8 p.m.	8 hours

b. Park Attendants will be required to perform certain other duties outside these core hours, as outlined in these specifications. One example is opening and closing the gate each workday.

c. For the three summer holidays, the campground registration center shall be open and staffed 14 hours each day, 8 a.m. - 10 p.m. for a three day period. This period shall be Friday, Saturday, and Sunday for Memorial Day and Labor Day. The three (or in some cases a four) day period for the Fourth of July will be identified each year by the COR.

d. The last bid item (see Bid Schedule, Item 89) in section TP-6 is the cost per hour to staff and operate the Registration Center outside the core hours identified above. This cost per hour will be applicable to each area. The COR will identify additional hours of operation necessary to provide adequate security, administer the area, collect fees, etc. The COR will provide the contractor a schedule of additional hours for each registration center to be staffed.

TP- 6.6 SPECIAL PROVISIONS.

a. The telephone provided by the Government is for business use only, such as administering the registration/reservation program or in cases of emergency. Park Attendants may install their own telephone at their own expense for personal use. The Contractor or Park Attendants shall not use the Government telephone to conduct business unrelated to this contract. The Contractor shall pay for all unauthorized long distance calls.

125

b. As part of a project automation program, the campgrounds will be equipped with a computer to process registration and reservation information and/or use fee permits and to gather visitor information. Therefore, Park Attendants will be required to utilize the computer in lieu of, or in conjunction with, some or all of the above-described forms used for administering the campground. The Government will provide training in the use of the computers.

TECHNICAL PROVISIONS

Section 7

Janitorial Services for the

Resource Manager's Office/Visitor's Center, Boathouse, Operations Area, Resident Engineer's Office and Regulatory Office

TP-7.1 GENERAL. The work shall consist of providing janitorial, and cleaning, services for the Resource Manager's Office/Visitors Center Complex, Operations Area, Boathouse and Resident Engineer's Office at J. Percy Priest Lake. The Contractor shall provide all personnel, materials, supplies, light bulbs, tools, parts, equipment, fuel, vehicles and transportation to perform this work.

TP-7.2 WORK TO BE PERFORMED, LOCATION AND SCHEDULE OF SERVICES.

A. VISITOR CENTER AND RESOURCE MANAGER'S OFFICE (see Bid Schedule, Item 90).

TWO TIMES A WEEK.

The following services shall be performed two times a week on Monday and Thursday:

(1) Vacuum to remove all loose dirt and debris, then wet mop, with disinfectant solution, all uncarpeted floors.

(2) Empty and dispose of contents of all trashcans. Replace liners as needed.

(3) Clean glass doors inside and outside surfaces. Wipe off door trim after each cleaning.

(4) Dust desk, table, cabinet, credenza, bookcase and shelf tops.

(5) Clean water fountains and fixtures.

(6) Vacuum all carpeted floors, rugs and mats.

(7) Clean Restrooms.

(a) Clean and disinfect sinks, toilets, and urinals.

(b) Clean mirrors.

(c) Clean and disinfect counter tops and cabinets.

(d) Clean and disinfect partitions and walls.

(e) Restrooms shall be kept supplied with paper towels, toilet tissue, hand soap and deodorant.

(8) Clean Hospitality Center.

(a) Clean exterior surfaces of stove and refrigerator.

(b) Clean cabinets, tables and countertops.

- (c) Clean and disinfect sink, fixtures and drainboard.
- (d) Clean and disinfect interior of microwave oven.
- (e) Clean exterior surfaces of microwave oven.

(9) Clean patio areas and sidewalks. Remove all leaves, limbs, litter, dirt and debris, grass clippings etc. Inspect drains and remove leaves/debris as needed.

(10) Clean grounds and pick up litter within irrigated mowing areas, Visitor Center parking lot (front lot), employee lot (back lot), entrance roads, Boathouse road and parking lot, and boat harbor ramp and grounds. Trash, litter, limbs, and refuse along the road and on the ground shall be picked up and disposed of. Services shall be performed from the employee entrance (back gate) to the boat harbor (including parking areas, ramp parking lot, and grassy area of boat harbor and ramp).

WEEKLY SERVICES

The following services shall be performed once a week. The Contractor shall submit a schedule monthly, to be approved by the COR, for the day(s) on which the services will be performed.

(1) Perform landscape maintenance duties in raised planters, plant beds and mulched areas. These services include removal of, leaves, limbs, debris and litter from all plant areas. This service shall be performed in all planters and plant beds around the Visitor Center/Resource Manager's Office and in plant beds at the front gate and visitor parking lot.

(2) Clean desk tops with approved cleaner.

(3) Dust all picture frames and the visitor center exhibits.

(4) Dust interior windowsills.

(5) During April through September remove all cobwebs, spiderwebs, insect nests, etc. from exterior surfaces including walls, corners, roof overhangs, windows, window trim and exterior light fixtures.

TWICE A MONTH

The following services shall be performed twice a month. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

(1) Wet mop with disinfectant solution floors of ranger storage room and janitor closet.

(2) Dust all wood doors.

(3) Remove all dust, cobwebs, spiderwebs, insect nest etc. from interior walls including corners of walls and ceilings.

MONTHLY

The following services shall be performed once each month. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

(1) Remove dust from all window blinds.

- (2) Clean all metal doors.
- (3) Wipe and clean all chairs and stools (including legs and cross braces).
- (4) Damp wipes clean all baseboards.
- (5) Clean heat/air system air return grills.
- (6) During October through March remove all cobwebs, spiderwebs, insect nests, etc. from exterior surfaces including walls, corners, roof overhangs, windows, window frames and exterior light fixtures.
- (7) Clean all window interior and exterior surfaces. Trim and sills shall be wiped dry after cleaning each window. This work shall be completed in one continuous operation.
- (8) Fire Extinguishers: Contractor shall provide services to inspect and service project fire extinguishers for the areas listed in Exhibit H. Inspect and tag each extinguisher monthly, and note inspection date on each tag. Tags that are exposed to the weather shall have a plastic cover placed over them to protect them from the elements. Each fire extinguisher shall be assigned a number and location noted on each extinguisher (see Exhibit H). An inspection record report shall be maintained which shows the type and size, state of charge of each extinguisher, and date of inspection (Exhibit H). Monthly inspection records shall be provided to the COR. Fire extinguishers that display a state of discharge shall be replenished with dry chemical or carbon dioxide extinguishing agent at Government cost. Monthly inspection report shall note any extinguishers requiring servicing so payment can be arranged. Damaged or inoperable extinguishers shall be removed from service. Inspection records shall describe the problem with extinguisher, and arrangements will be made for replacement.

ONCE EVERY 6 MONTHS

The following services shall be performed once every six (6) months. The Contractor shall submit a schedule at the beginning of the contract, for approval by the COR, for the day (s) on which the services will be performed.

- (1) Clean all carpets by shampooing, steam cleaning or other approved method in May and November.
- (2) Clean and treat paneled walls and wood doors with approved furniture oil or wax, once at the beginning of the contract and six months thereafter.
- (3) Clean the interior of the stove.
- (4) Check all fire alarm batteries and replace if needed.

AS NEEDED

These items shall be completed on a continuous "as needed" basis and when directed by the COR or his designated representative.

- (1) Replace burned out light bulbs with Mercury-free florescent light bulbs.
- (2) Spot clean floors (carpeted and uncarpeted).
- (3) Replace trashcan liners.
- (4) Spot clean glass in windows or doors.

- (5) Wash trash receptacles.
- (6) Spot clean masonry and painted walls.
- (7) Clean and dust light fixtures and covers.

B. RESIDENT ENGINEERS OFFICE (see Bid Schedule, Item 91).**TWICE WEEKLY**

The following services shall be performed two times a week on Tuesdays and Fridays.

- (1) Vacuum and wet mop, with disinfectant solution, all uncarpeted floors.
- (2) Empty and dispose contents of all trashcans. Replace liners as needed.
- (3) Clean any glass in doors inside and outside surfaces. Wipe off door trim after each cleaning.
- (4) Dust desk, table, cabinet, credenzas, bookcases, and shelf tops.
- (5) Clean water fountains and fixtures.
- (6) Vacuum all carpeted floors, rugs and mats.
- (7) Clean Restrooms.
 - (a) Clean and disinfect sinks, toilets, and urinals.
 - (b) Clean mirrors.
 - (c) Clean and disinfect counter tops and cabinets.
 - (d) Clean and disinfect partitions and walls.
 - (e) Restrooms shall be kept supplied with hand soap, hand towels, toilet tissue, and deodorant.
- (8) Clean Hospitality Center.
 - (a) Clean exterior surfaces of refrigerator and microwave.
 - (b) Clean cabinets, tables and countertops.
 - (c) Clean and disinfect sink, fixtures and drainboard.
 - (d) Clean and disinfect interior of microwave oven.
- (9) Clean walkways and porch. Remove all leaves, limbs, litter, dirt and debris, grass clippings etc.
- (10) Clean grounds and pick up litter on entrance road, parking lots, and grounds. Trash, litter, limbs, and refuse along the road, paved areas and on the ground shall be picked up and disposed of in an approved area.

ONCE A WEEK

The following services shall be performed once each week. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Dust all wood doors.
- (2) Clean tops of all wood desk, credenzas and tabletops with an approved furniture polish.
- (3) Clean all glass, plastic or laminated tops with an approved cleaner.
- (4) Dust all picture frames and exhibits.

(5) Dust all windowsills.

(6) Dust all bookcases and cabinets.

(7) Remove all cobwebs, spiderwebs, insect nest, etc. from corners of walls and ceilings (interior). Remove all cobwebs, spiderwebs, insects, insect nests, etc. from exterior walls, fixtures, and overhangs once each week during April through September.

ONCE A MONTH

The following services shall be performed once each month. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

(1) Clean interior and exterior of windows. This work shall be completed in one continuous operation.

(2) Remove dust from all window blinds. Wipe and clean dust and debris from window screens.

(3) Clean all metal doors.

(4) Wipe and clean all chairs and stools (including legs and cross braces).

(5) Clean glass doors in bookshelves and cabinets.

(6) Damp wipes clean all baseboards.

(7) Clean Heat and Air return air grills.

(8) During October through March remove all cobwebs, spiderwebs, insect nests, etc. from exterior walls, fixtures, corners and roof overhangs.

ONCE EVERY 3 MONTHS

The following services shall be performed once every three (3) months in March, June, September and December. The Contractor shall submit a schedule, for approval by the COR, for the day (s) on which the services will be performed.

(1) Dust and wipe walls and wood doors.

(2) Defrost and clean interior surfaces of the refrigerator.

(3) Clean gutters and down spouts.

ONCE EVERY 4 MONTHS

The following services shall be performed once every four (4) months in January, May and September. The Contractor shall submit a schedule, for approval by the COR, for the day (s) on which the services will be performed.

(1) Clean light fixtures and covers.

ONCE EVERY 6 MONTHS

The following services shall be performed once every six (6) months. The Contractor shall submit a schedule, for approval by the COR, for the day (s) on which the services will be performed.

- (1) Clean all carpets by shampooing, steam cleaning or other approved method in May and November.
- (2) Clean and treat wood paneling and doors with an approved furniture oil or wax, once at the beginning of the contract and six (6) months thereafter.

AS NEEDED

These items shall be completed on a continuous "as needed" basis and when directed by the COR or his representative.

- (1) Replace burned out light bulbs with Mercury-free florescent light bulbs.
- (2) Spot clean floors (carpeted and uncarpeted).
- (3) Replace trashcan liners. Wash trash receptacles.
- (4) Spot clean glass in windows or doors.
- (5) Clean light fixtures and covers.

C. OPERATIONS AREA AND BOATHOUSE (see Bid Schedule, Item 92).**BUILDING NO.1, SERVICE COMPOUND AND BOATHOUSE.****TWICE WEEKLY**

The following services shall be performed twice each week on Tuesdays and Fridays.

- (1) Floors in the Breakroom and Restrooms shall be swept; dust mopped or vacuumed then wet mopped with a disinfectant solution.
- (2) Floors (concrete) in the Carpenter Shop, Back storage room and main hallway shall be swept and dust mopped.
- (3) Carpeted floors in all Offices and Conference Room shall be vacuumed.
- (4) Empty and dispose of all contents from trash cans. Replace liners when needed.
- (5) Clean water fountain and fixtures.
- (6) Dust all desks, credenzas, table tops, file cabinets, shelves, and bookcases.
- (7) Clean Restrooms.
 - (a) Clean and disinfect sinks, toilets, and urinals.
 - (b) Clean mirrors.

- (c) Clean and disinfect counter tops and cabinets.
- (d) Clean and disinfect partitions and walls.
- (e) Restrooms shall be kept supplied with hand soap, hand towels, toilet tissue, and deodorant.

(8) Clean Breakroom

- (a) Clean exterior surfaces of stove and refrigerator.
- (b) Clean cabinets and countertops.
- (c) Clean and disinfect sink, fixtures and drainboard.
- (d) Clean and disinfect interior of microwave oven.
- (e) Clean exterior surfaces of microwave oven.
- (f) Clean and disinfect tabletops.

(9) Pick up and dispose of litter, gravel, dirt, limbs, and other debris inside and outside of fenced compound area, including open storage sheds.

(10) Remove and dispose of all contents from trashcans located in compound yard. Replace liners as needed.

(11) Remove and dispose of all litter, limbs, trash, debris, etc. outside of fenced area, around material stockpiles, and along access roads to Storage Compound.

ONCE A WEEK

The following services shall be performed once each week. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Dust windowsills in offices and kitchen.
- (2) Clean interior and exterior glass surfaces in all doors.
- (3) Remove cobwebs, spiderwebs, insects, and insect nest from light fixtures, walls, ceilings, corners and roof overhangs. Exterior and interior surfaces.
- (4) Boathouse - Empty all trash receptacles once a week on Tuesday. Sweep and clean floor and walkway surfaces inside and outside once a week on Tuesday. Remove all insects, insect nest, webs, birds nests, etc. once each week on Tuesday during period of April through October and once each month on the second Tuesday during November through March.

ONCE A MONTH

The following services shall be performed once each month. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Clean windows (exterior and interior) in offices and breakroom. This work shall be completed in one continuous operation.
- (2) Dust all window blinds.
- (3) Damp wipe and clean all metal furniture (tables, chairs, file cabinets, bookcases, bookshelves, credenzas) Clean glass in bookcases.
- (4) Remove dust from all pictures, awards, etc. hanging on walls.

(5) Damp wipe and clean all baseboards.

(6) Clean filter and return air grill on window air conditioning units during times when they are in use. Report when filters need replacement.

(7) Wet mop floors (concrete) in Carpenter Shop, Back storage room and main office hallway with disinfectant solution.

(8) Clean all metal doors.

(9) Dust and wipe down paneled walls.

(10) Eyewash Stations: Contractor shall provide services to inspect and service project eye wash stations (see Exhibit H). Eye wash station at each location shall have an inspection tag noting date of inspection, and shall be tested monthly to determine proper operation. Damaged or inoperable eye wash station shall be noted so that Corps personnel may repair. Portable eye wash station shall be inspected and proper pressure maintained. Servicing of portable eye wash station shall be performed in the event water pressure falls below acceptable level noted on gauge.

ONCE EVERY 4 MONTHS

The following services shall be performed once every four (4) months in January, May and September. The Contractor shall submit a schedule, for approval by the COR, for the day (s) on which the services will be performed.

(1) Clean the interior of the oven.

(2) Defrost and clean all interior surfaces of the refrigerator.

ONCE EVERY 6 MONTHS

The following services shall be performed once every six (6) months in May and November. The Contractor shall submit a schedule, for approval by the COR, for the day (s) on which the services will be performed.

(1) Clean carpets by shampooing, steam cleaning or other approved method.

(2) Wash all other windows.

AS NEEDED

These items shall be completed on a continuous "as needed" basis and when directed by the COR or his representative.

(1) Replace burned out light bulbs with Mercury-free florescent light bulbs.

(2) Spot clean floors (carpeted and uncarpeted).

(3) Replace trashcan liners. Wash trash receptacles.

(4) Spot clean glass in windows or doors.

(5) Spot clean stained and soiled areas in carpet.

(6) Clean light fixtures and covers/guards, inside and outside.

D. REGULATORY OFFICE (see Bid Schedule, Item 93)**TWO TIMES A WEEK.**

The following services shall be performed two times a week on Wednesday and Saturday.

- (1) Vacuum all uncarpeted floors to remove all loose dirt and debris, then wet mop, with disinfectant solution and clean portable floor mats.
- (2) Empty and dispose of contents of all trashcans. Replace liners as needed.
- (3) Dust desks, tables, cabinets, credenzas, bookcases and shelf tops.
- (4) Clean water fountain and fixtures.
- (5) Vacuum all carpeted floors, rugs and mats.
- (6) Clean Restrooms.
 - (a) Clean and disinfect sinks, toilets, and urinals.
 - (b) Clean mirrors.
 - (c) Clean and disinfect partitions and walls.
 - (d) Restrooms shall be kept supplied with paper towels, toilet tissue, hand soap and deodorizer.
- (7) Clean Hospitality Center (Break Room)
 - (a) Clean exterior surfaces of refrigerator and microwave.
 - (b) Clean cabinets, tables, chairs (including legs and cross braces) and countertops.
 - (c) Clean and disinfect sink, fixtures and drain board.
 - (d) Clean and disinfect interior of microwave oven.
 - (e) Clean exterior surfaces of microwave oven.
- (8) Clean outside areas, sidewalks, and foot mats. Remove all leaves, limbs, litter, dirt and debris.

ONCE A WEEK

The following services shall be performed once each week. The Contractor shall submit a schedule monthly, to be approved by the COR, for the day(s) on which the services will be performed.

- (1) Dust all wood doors.
- (2) Clean tops of all wood desks, credenzas, and tabletops with a COR approved furniture polish.

- (3) Clean all glass, plastic or laminated tops with a COR approved cleaner.
- (4) Dust all picture frames and exhibits.
- (5) Dust all windowsills.
- (6) Dust all bookcases and cabinets.
- (7) Clean inside and outside surfaces of glass doors, front entrance-way glass awning, and foyer. Wipe off door and glass trim after each cleaning.
- (8) Remove all cobwebs, spiders' webs, insect nest, etc. from corner of interior walls and ceilings. Remove all cobwebs, spider webs, insects, insect nests, etc. from exterior walls, fixtures, and overhangs during April through September.

ONCE A MONTH

The following services shall be performed once a month. The Contractor shall submit a schedule monthly, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Clean all metal doors.
- (2) Wipe and clean all chairs and stools (including legs and cross braces)
- (3) Clean glass doors of bookcases and cabinets.
- (4) Damp wipe and clean all baseboards.
- (5) Clean Heat and Air return grills.
- (6) Clean exterior windows. Windows trim and sills, shall be wiped dry after each window is cleaned. This work shall be conducted in one continuous operation until completed.
- (7) During October through March remove all cobwebs, spider webs, insect nests, etc. from exterior walls, fixtures, corners and roof overhangs.

ONCE EVERY 3 MONTHS

The following services shall be performed every three (3) months, March, June, September and December. The Contractor shall submit a schedule, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Clean interior windows (except for interior windows above ceiling tile). Window trim and sills, shall be wiped dry after each window is cleaned. This work shall be conducted in one continuous operation until completed.
- (2) Clean and wipe walls and wood doors.

- (3) clean interior surfaces of refrigerator.

ONCE EVERY 4 MONTHS

The following services shall be performed once every for (4) months in January, May, and September. The Contractor shall submit a schedule for approval by the COR, for the day(s) on which the services will be performed.

- Clean all interior and exterior light fixtures and covers.

ONCE EVERY 6 MONTHS

The following services shall be performed once every six (6) months. The Contractor shall submit a schedule, for approval by the COR, for the day(s) on which the services will be performed.

- (1) Clean all carpets by shampooing, steam cleaning or other COR approved method in May and November.

- (2) Clean and treat wood doors with a COR approved furniture oil or wax, once at the beginning of the contract and every six (6) months thereafter.

AS NEEDED

These items shall be completed on a continuous "as needed" basis and when directed by the COR or his designated representative.

- (1) Replace burned out light bulbs with Mercury-free florescent light bulbs.
- (2) Spot clean floors (carpeted and uncarpeted).
- (3) Wash trash receptacles, and replace trashcan liners.
- (4) Spot clean glass in windows or doors.
- (5) Spot clean masonry and painted walls (except that Contractor shall not be required to repaint if spot cleaning does not clean or otherwise removes paint).
- (6) Clean and dust light fixtures and covers.

TP-7.3 SPECIAL PROVISIONS

a. The objective of this schedule for all services is to insure that the facilities are presentable to the general public and are maintained in a clean and sanitary manner at all times. This schedule only prescribes the minimum services needed to meet this objective. However, circumstances such as tracked in mud, unusually high numbers of visitors, etc., will require additional spot cleaning at times not shown on the schedule.

b. Services in office areas shall be scheduled to insure a minimum of disruption to Government employees and visitors. Late afternoon times are normally preferred. A time schedule for the services described herein shall be

submitted monthly by the Contractor for approval by the COR. Unless otherwise specified, all work is to be accomplished on the days specified, except holidays, and weekends.

c. A schedule of all weekly and monthly services shall be presented to the COR for approval. Scheduling is subject to inspection schedules and necessity to accomplish the objective of the specifications.

d. All burned out light bulbs shall be replaced immediately by the Contractor. The Contractor shall provide bulbs only of the same size, wattage and type. Fluorescent light bulbs used will be Mercury free. The contractor will maintain records of disposal of bulbs containing Mercury (State requires record keeping and proper disposal of no more than 15/month disposal. Bulbs shall be replaced when contract employees are cleaning buildings or upon notification by the COR or his representative. This includes all buildings serviced in this contract.

TECHNICAL PROVISIONS

Section 8 Maintenance of Navigational Aids

TP-8.1 GENERAL. The work shall consist of setting and retrieval of navigation aids on J. Percy Priest Lake. The navigation system currently consists of approximately 215 buoys, signs and shallow area markers of various types. Buoys include nuns, cans, danger and informational types. The majority of buoys to set are Class IV Coast Guard buoys of the type used on inland waterways, while others include secondary buoys marking creek channels, boat keep out buoys protecting developed swim areas, and other important navigational features. Unless otherwise specified herein, the contractor shall furnish all personnel, materials, supplies, parts, tools, vehicles, vessels, personal flotation devices, safety shoes, and equipment required to perform this work. Buoys, signs and shallow area markers shall be provided by the Government.

TP-8.2 WORK TO BE PERFORMED. Buoy setting shall include, but is not limited to transporting anchors, buoys and equipment to pre-determined staging areas around the lake, making approved anchors and securely attaching anchors, cable and buoys as described herein and shown in Exhibit F, and accurately measuring water depths and cable lengths to insure proper buoy placement and function. Retrieval shall include retrieval and disposal of buoys at an approved location that have washed ashore or are adrift or are damaged; 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 shall provide the following:

ANCHORS - Buoy anchors (see Exhibit F) shall be made of concrete (3,000 psi). Anchor weight for small buoys must be at least 200 pounds and for large buoys at least 600 pounds. Anchors for large buoys may be composed of six-100 pound anchors or a combination of smaller weighted anchors to match the appropriate weight needed. Each anchor shall be prepared by pouring concrete within a container with an appropriate length of 1" PVC in the center so that each anchor can be threaded onto the cable. Anchors will be inspected, tested and approved by the Government prior to their use.

CABLE, CLAMPS, SHACKLES, AND THIMBLES –

Cable - All cable shall be 3/8" (minimum) stranded (7x19) stainless steel cable, plastic coated, 14,400 lbs. breaking strength.

Thimbles - All thimbles used shall be hot-dipped galvanized 3/8" steel wire rope thimbles, and shall be placed on the buoy end of cable to prevent pre-mature wear of cable at anchor attachment.

Clamps - All cable clamps shall be hot-dipped galvanized 3/8" steel wire rope clips of a size to match and securely fasten the specified cable. Two clamps shall be placed on either end of the cable approximately 18" apart and securely tightened.

Shackles - All shackles used shall be hot-dipped galvanized 3/8" screw-pin shackles, and shall be used to anchor buoy to cable attachment.

BUOY ATTACHMENT - The cable shall be secured through the anchor eye (or center hole), and the buoy swivel or eye and securely fastened using a minimum of two (2) cable clamps and a thimble at each attachment location (see Exhibit F). If a center hole anchor is used, no thimble will be required on the anchor end of the cable. The length of cable required at a particular location shall be determined by taking an accurate depth measurement at the location.

Enough cable shall be added to permit the buoy to properly float at the 508.0' msl elevation, which would normally be an additional 20 feet of cable at summer pool elevation 490.0 msl elevation. (see Exhibit F).

INSPECTION - Anchors, thimbles, clamps, shackles, and cable and their method of attachment will be inspected, tested and approved by the Government prior to placement of the buoy in the lake.

BUOY SETTING - (see Bid Schedule, Items 94 –large buoys & 95-small buoys) - Prior to setting a buoy, the COR or his/her representative, will indicate the proposed buoy location with a small marker buoy. Placement of the permanent buoy shall not be accomplished until this proposed location is designated. Previously gathered Global Positioning System coordinates will also be used to restation buoys to their original location. A representative of the COR will be present to inspect the work to assure proper location of buoy. In the event that a buoy has broken away from its anchor and needs to be reset, the Government may elect to retrieve the buoy and have the Contractor set the buoy in the appropriate location. In this instance, the Contractor will not receive compensation for buoy removal.

REMOVAL - (see Bid Schedule, Item 96) - Buoys that have been determined by the Government to be unserviceable, have been damaged, or have broken loose and floated up on the shoreline that cannot be reset shall be removed and disposed of at a location approved by the COR. Typically this would involve relocating discarded buoys to the Resource Operations area for proper disposal. Reasonable effort shall be made to remove the cables and anchors of these buoys.

SIGNS AND SHALLOW AREA MARKERS (see Bid Schedule, Item 97)– Signs and shallow area markers shall be placed and maintained at areas designated by a representative of the COR to mark shallow and otherwise hazardous areas. This work will normally be accomplished during drawdown when hazardous areas are exposed. Signs and shallow area markers shall be placed so that information can be seen by the boating public and do not present a hindrance to navigation.

TP-8.3 SCHEDULE OF WORK. Any repairs or services necessary to correct a safety hazard shall be accomplished on an as needed basis and within 24 hours of notification. Normally work shall be accomplished within fourteen (14) days of issuance of a delivery order. Total system maintenance and servicing shall normally be accomplished semi-annually during the periods of October - November and April - May. A schedule of work shall be provided by the COR through issuance of a Delivery Order. Complaints from the public or reports from the Contractor concerning the system (i.e. missing buoys or signs, buoys off station, unmarked hazards, etc.) shall be immediately reported to the COR who will determine the necessary corrective actions to be accomplished within the scope of the contract.

TP- 8.4 LOCATION OF WORK. Buoys are located throughout the lake. However, most are located at recreation areas, marinas, or near underwater hazards on the lower portion of the lake. Previously gathered Global Positioning System coordinates may also be used to restation buoys to their original location. The number of buoys and navigational aids is subject to change due to future requirements concerning relocation, the need for additional buoys, signs or shallow area markers, or as the need for certain navigational aids no longer exists.

TECHNICAL PROVISIONS

Section 9

Marking and Painting Boundary Line

TP- 9.1 GENERAL. Unless otherwise specified herein, the Contractor shall provide all personnel, materials, supplies, tools, parts, vehicles and equipment necessary to mark and paint a segment of Government boundary line surrounding J. Percy Priest Lake. Contractor personnel or subcontractors must be accomplished and experienced in performing this type work and typically would have a background working for a survey crew. Normally these would be individuals who work or have worked under a licensed surveyor or engineering company. Prior to start of work upon issuance of a delivery order, the Contractor shall provide to the COR written qualifications of individuals who will be accomplishing work. The Government will provide a set of real estate segment maps covering the work area and boundary line signs. A GIS map with a topographic overlay showing the specific locations where work is to be performed will also be provided.

TP-9.2 WORK TO BE PERFORMED. (see Bid Schedule, Item 98) Re-establish the project boundary line by 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 Government property. Vegetation shall be cut along the boundary line a minimum of three (3) feet wide so that monuments, pins, painted trees and signs are clearly visible from one point to the next and to provide a clearly defined line. Any vegetation removed as a result of line clearing shall be placed on public property. The Contractor shall provide the following:

a. Marking. - On corners, three (3) witness trees, within sight of the corner, shall be referenced pointing to the monument by three (3) hacks and one (1) blaze below the hacks (see definitions below). Existing marked witness trees shall be remarked. Witness trees shall be painted 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 remarked. Trees within three (3) feet of the line (on the Government side) shall be marked with two (2) yellow painted hack marks facing the line (see diagram showing location and types of markings - Exhibit G). 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. The use of spray cans is not permitted. Boundary signs (supplied by the Government) will be nailed to trees or bolted/riveted to posts at the top and bottom of sign, and placed 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 metal post (supplied by the Contractor) and sign shall be placed at every corner. Nails used to fasten signs to trees shall be driven to within 1/2 inch of the nail head to allow for tree growth. One mile of line will be 5,280 feet along a tangent as actually measured or computed on horizontal distances along the boundary. Missing pins and monuments shall be reported to the COR (see TP-9.2c).

Definitions:

(1) **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.

(2) **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 diagonal hacks shall be painted yellow, approximately 3" wide and 4" to 10" long, depending on the size of the tree.

b. Interruption in Line. It is the intent of this contract that the boundary 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.

c. Field Notes and Records. The Contractor shall keep daily work records including a segment map showing the date and area where the boundary has been remarked, distances covered, all pins or monuments which have been removed or destroyed and any problems encountered (see Exhibit G). A field copy shall be maintained to 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.

d. Materials. In addition to the items described in TP-9.1, the Contractor shall furnish the following special items:

- (1) Nails - galvanized, 3 1/2" roofing nails.
- (2) Nuts, bolts or rivets for signs.
- (3) Paint - all paint shall be a good grade of enamel equal to Sherman-Williams or Glidden implement enamel, or Forestry Suppliers Boundary Marking Paint. All paint shall be approved by the COR prior to use.
- (4) Posts - galvanized steel, "U" shaped in cross section with holes to allow the attachment of signs, with bolts or rivets.
- (5) Survey equipment - transit, chain, survey ribbon, blaze orange vests, etc.

TP-9.3 SCHEDULE OF WORK. Actual schedules of work shall be established through issuance of Delivery Orders.

TP-9.4 LOCATION OF WORK. The property boundary around J. Percy Priest Lake.

TECHNICAL PROVISIONS

Section 10 Primitive Campsite Cleanup

TP – 10.1 GENERAL. (see Bid Schedule, Item 99) The work shall consist of general cleaning services and removal of trash, litter, and refuse from approved and unapproved primitive island campsites. 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-10.2 WORK TO BE PERFORMED. The contractor shall clean designated and undesignated project primitive campsites determined by Government personnel in need of cleaning. Only those sites in need of cleaning as determined by a project representative will be serviced. Numbered carsonite markers denoting their use for campers note designated primitive camping sites. Undesignated/unauthorized sites will be determined by project personnel and cleaned up the same as designated sites with the exception of complete removal of fire rings. These sites will be identified and posted “No Camping” areas by project personnel.

The contractor shall clean primitive campsites by performing the following:

- a. Cleanup activities will be needed for a radius of 50 feet around each site marker post, but may extend further because of animals scattering debris, wind-blown trash, etc. This includes adjacent wooded areas, areas of the shoreline to elevation 490 (summer pool level), and any adjacent sites within the immediate area of primitive camping site. Any bagged or partially bagged trash and the contractor shall remove debris left by campers.
- b. Remove any wire, ropes, strings, swings, and any other permanently attached items from trees. Nails, hooks and other permanently attached items such as tables, benches, or shelters shall be dismantled and removed from the site for disposal.
- c. Rock fireplaces or fire ring grills can be left in place on designated primitive camping sites, but shall be removed on undesignated/unauthorized sites. All refuse and any unburnable items shall be disposed of within fire sites. Any piles of firewood encountered shall be left in place.
- d. Collected trash and debris shall be disposed of in the contractor’s dumpster. Large items or items that cannot be placed in dumpsters shall be properly disposed of at an approved landfill with the cost of disposal borne by the contractor. Burning of items collected from sites is prohibited.
- e. Any existing camping and recreation equipment on sites during cleaning shall be left undisturbed unless otherwise noted. Any items of value discovered during cleaning of unoccupied sites shall be turned into the Resource Managers Office for return to their owner. Campsites with established camping equipment without occupancy will be noted and provided to project personnel for proper disposition.
- f. The contractor shall notify the Resource Managers Office of any abandoned boats encountered, but shall not be held responsible for removal of said vessels under this contract.

TP-10.3 LOCATION OF WORK. A total of 46 designated primitive campsites shall be serviced under this contract. (Exhibit J) These campsites are accessible only by boat. GPS coordinates are established for each location, and are available for use by the contractor. A Government representative shall patrol these sites beforehand to determine cleaning needs, and services will be called for only those in need of cleaning. It is anticipated these services will be required in April and October each year.

TP-10.4 PAYMENT. Work is to be completed within 14 days of issuance of delivery order.

TP-10.5 SAFETY CONCERNS. Activity Hazard Analysis (AHA) will be reviewed by the contractor to assure employees were aware of hazards. Topics in the AHA shall include PFD use, personal protective equipment, potential for discovery of methamphetamine labs, and proper identification upon entering a campsite. (dogs, proper ID's, contractor identification clothing, and encounters with campers while campsites are in use).

Section F - Deliveries or Performance

SEC E - INSPECTION AND ACCEPT

**SECTION E
INSPECTION AND ACCEPTANCE**

E.1 INSPECTION AND ACCEPTANCE

The performance by the Contractor and the quality of work delivered, including documentation or written material in support thereof, shall be subject to inspection, review, and acceptance by the Contracting Office or the authorized representative (COR). Final acceptance will be accomplished by Government personnel upon completion of the services called for hereunder.

E.2 QUALITY ASSURANCE

As specified in Section C, the Contractor is responsible for the management and supervision of overall Contractor Quality Control. The Government has developed a Quality Assurance Surveillance Plan (QASP) to assure the Government that the work specified under the Contract is completed satisfactorily. It should be noted that the Government retains the right to change or modify this plan at its discretion. Offerors may utilize this QASP in the preparation of the Quality Control Plan required by the specifications contained in Section C.

SEC F - DELIVERIES OR PERFORM.

**SECTION F
DELIVERIES OR PERFORMANCE**

F.1 DELIVERY OR PERFORMANCE

1. PERIOD OF PERFORMANCE. The period of performance under this contract will begin 01 January 2005. The initial performance period of this contract will end 31 December 2005. If options to extend the term of the contract are exercised, there will be up to four (4) option years. The required payment and performance 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 H, 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 J. Percy Priest Lake area. Address of the Resource Manager is as follows:

Resource Manager
J. Percy Priest Lake
3737 Bell Road

Nashville, TN 37214
615-889-1975

CLAUSES INCORPORATED BY REFERENCE

52.246-4 Inspection Of Services--Fixed Price AUG 1996

CLAUSES INCORPORATED BY FULL TEXT

52.242-15 STOP-WORK ORDER (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either--

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if--

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

(End of clause)

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
J. Percy Priest Lake
3737 Bell Road
Nashville, TN 37214
615-889-1975

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.

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	

PERFORMANCE AND PAYMENT BONDS

Standard Form 1416 (Rev. 10/98), Payment Bond for Other than Construction Contracts – Required for the base year and each option year of the contract that is exercised. The bond amount is for 25% of the original contract price (for that particular contract year). The bond must be submitted within 10 days of award of the contract and before start of any contract work. Bonding company Power of Attorney forms must now have original signatures. Please insure your bonding company is award of this before they prepare the forms.

Standard Form 1418 (Rev. 2.99), Performance Bond for Other Than Construction Contracts – Required for the base year and each option year of the contract that is exercised. The bond amount is for 25% of the original contract price (for that particular contract year). The bond must be submitted within 10 days of award of the contract and before start of any contract work. Bonding company Power of Attorney forms must now have original signatures. Please insure your bonding company is award of this before they prepare the forms.

Section I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

52.202-1	Definitions	JUN 2004
52.203-3	Gratuities	APR 1984
52.203-5	Covenant Against Contingent Fees	APR 1984
52.203-7	Anti-Kickback Procedures	JUL 1995
52.203-8	Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity	JAN 1997
52.203-10	Price Or Fee Adjustment For Illegal Or Improper Activity	JAN 1997
52.203-11	Certification And Disclosure Regarding Payments To Influence Certain Federal Transactions	APR 1991
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
52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment	JUL 1995
52.215-8	Order of Precedence--Uniform Contract Format	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
52.215-17	Waiver of Facilities Capital Cost of Money	OCT 1997
52.215-21	Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data--Modifications	OCT 1997
52.216-18	Ordering	OCT 1995
52.216-21	Requirements	OCT 1995
52.219-6	Notice Of Total Small Business Set-Aside	JUN 2003
52.219-8	Utilization of Small Business Concerns	MAY 2004
52.219-9	Small Business Subcontracting Plan	JAN 2002
52.219-14	Limitations On Subcontracting	DEC 1996
52.222-3	Convict Labor	JUN 2003
52.222-4	Contract Work Hours and Safety Standards Act - Overtime Compensation	SEP 2000
52.222-21	Prohibition Of Segregated Facilities	FEB 1999
52.222-26	Equal Opportunity	APR 2002
52.222-29	Notification Of Visa Denial	JUN 2003
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
52.223-5	Pollution Prevention and Right-to-Know Information	AUG 2003
52.223-6	Drug-Free Workplace	MAY 2001
52.223-10	Waste Reduction Program	AUG 2000
52.223-14	Toxic Chemical Release Reporting	AUG 2003
52.225-13	Restrictions on Certain Foreign Purchases	DEC 2003
52.227-1	Authorization and Consent	JUL 1995

52.227-2	Notice And Assistance Regarding Patent And Copyright Infringement	AUG 1996
52.228-2	Additional Bond Security	OCT 1997
52.228-5	Insurance - Work On A Government Installation	JAN 1997
52.228-11	Pledges Of Assets	FEB 1992
52.228-14	Irrevocable Letter of Credit	DEC 1999
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
52.232-17	Interest	JUN 1996
52.232-23	Assignment Of Claims	JAN 1986
52.232-25	Prompt Payment	OCT 2003
52.233-1	Disputes	JUL 2002
52.233-3	Protest After Award	AUG 1996
52.237-2	Protection Of Government Buildings, Equipment, And Vegetation	APR 1984
52.242-13	Bankruptcy	JUL 1995
52.243-1 Alt I	Changes--Fixed Price (Aug 1987) - Alternate I	APR 1984
52.244-6	Subcontracts for Commercial Items	MAY 2004
52.245-1	Property Records	APR 1984
52.245-2 Alt I	Government Property (Fixed-Price Contracts) (May 2004) - Alternate I	APR 1984
52.249-2	Termination For Convenience Of The Government (Fixed-Price)	MAY 2004
52.249-8	Default (Fixed-Price Supply & Service)	APR 1984
252.201-7000	Contracting Officer's Representative	DEC 1991
252.204-7003	Control Of Government Personnel Work Product	APR 1992
252.204-7004 Alt A	Required Central Contractor Registration Alternate A	NOV 2003
252.219-7003	Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan (DOD Contracts)	APR 1996
252.226-7001	Utilization of Indian Organizations and Indian-Owned Economic Enterprises, and Native Hawaiian Small Business Concerns	OCT 2003

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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 30 days of the expiration date provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days (60 days unless a different number of days is inserted) 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 a base year and 4 option years.

(End of clause)

52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION

Employee Class	Monetary Wage-Fringe Benefits
Park Attendant	15.90
Carpenter, Maintenance	17.88
General Maintenance Worker	17.16
Electrician, Maintenance	21.82
Heavy Equipment Operator	18.64
Truckdriver, Medium Truck	13.65
Truckdriver, Light Truck	13.51
Laborer	11.34
Painter, Maintenance	18.36
Plumber, Maintenance	19.23
Pest Controller	15.42
Water Treatment Plant Operator	18.36
Laborer, Grounds Maintenance	11.34
Tractor Operator	12.55
Janitor	10.48
Laboratory Technician	19.45
Surveying Aide	11.34
Inspector	13.22
Welder,Combination, Maintenance	20.19
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 20% percent of the bid price.

(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)

52.252-2 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.af.mil> or <http://www.acqnet.gov/far/>

(End of clause)

Section J - List of Documents, Exhibits and Other Attachments

EXHIBITS

See Attachments located at the end of the solicitation.

Section K - Representations, Certifications, and Other Statements of Offerors

CLAUSES INCORPORATED BY REFERENCE

52.222-25	Affirmative Action Compliance	APR 1984
52.222-38	Compliance With Veterans' Employment Reporting Requirements	DEC 2001

CLAUSES INCORPORATED BY FULL TEXT

52.209-5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (DEC 2001)

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that-

(i) The Offeror and/or any of its Principals-

(A) Are () are not () presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have () have not (), within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are () are not () presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) The Offeror has () has not (), within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

(End of provision)

52.214-16 MINIMUM BID ACCEPTANCE PERIOD (APR 1984)

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the Government for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The Government requires a minimum acceptance period of 90 calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the Government's minimum requirement.

The bidder allows the following acceptance period: _____ calendar days.

(e) A bid allowing less than the Government's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within (1) the acceptance period stated in paragraph (c) above or (2) any longer acceptance period stated in paragraph (d) above.

(End of clause)

52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (MAY 2004) - ALTERNATE I (APR 2002)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is 561210 (insert NAICS code).

(2) The small business size standard is \$30,000,000 (insert size standard).

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) Representations. (1) The offeror represents as part of its offer that it () is, () is not a small business concern.

(2) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, for general statistical purposes, that it () is, () is not a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a women-owned small business concern.

(4) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it () is, () is not a veteran-owned small business concern.

(5) (Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.) The offeror represents as part of its offer that it () is, () is not a service-disabled veteran-owned small business concern.

(6) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents, as part of its offer, that--

(i) It () is, () is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR part 126; and

(ii) It () is, () is not a joint venture that complies with the requirements of 13 CFR part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. (The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture: _____.) Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

(7) (Complete if offeror represented itself as disadvantaged in paragraph (b)(2) of this provision.) The offeror shall check the category in which its ownership falls:

___ Black American.

___ Hispanic American.

___ Native American (American Indians, Eskimos, Aleuts, or Native Hawaiians).

___ Asian-Pacific American (persons with origins from Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Japan, China, Taiwan, Laos, Cambodia (Kampuchea), Vietnam, Korea, The Philippines, U.S. Trust Territory of the Pacific Islands (Republic of Palau), Republic of the Marshall Islands, Federated States of Micronesia, the Commonwealth of the Northern Mariana Islands, Guam, Samoa, Macao, Hong Kong, Fiji, Tonga, Kiribati, Tuvalu, or Nauru).

___ Subcontinent Asian (Asian-Indian) American (persons with origins from India, Pakistan, Bangladesh, Sri Lanka, Bhutan, the Maldives Islands, or Nepal).

___ Individual/concern, other than one of the preceding.

(c) Definitions. As used in this provision--

Service-disabled veteran-owned small business concern--

(1) Means a small business concern--

(i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and

(ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a service-disabled veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern," means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

Veteran-owned small business concern means a small business concern--

(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

(2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern," means a small business concern --

(1) That is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; or

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice.

(1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

(iii) Be ineligible for participation in programs conducted under the authority of the Act.

(End of provision)

The offeror represents that --

(a) It has, has not participated in a previous contract or subcontract subject to the Equal Opportunity clause of this solicitation;

(b) It has, has not, filed all required compliance reports; and

(c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

(End of provision)

52.223-13 CERTIFICATION OF TOXIC CHEMICAL RELEASE REPORTING (AUG 2003)

(a) Executive Order 13148, of April 21, 2000, Greening the Government through Leadership in Environmental Management, requires submission of this certification as a prerequisite for contract award.

(b) By signing this offer, the offeror certifies that--

(1) As the owner or operator of facilities that will be used in the performance of this contract that are subject to the filing and reporting requirements described in section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA) (42 U.S.C. 11023) and section 6607 of the Pollution Prevention Act of 1990 (PPA) (42 U.S.C. 13106), the offeror will file and continue to file for such facilities for the life of the contract the Toxic Chemical Release Inventory Form (Form R) as described in sections 313(a) and (g) of EPCRA and section 6607 of PPA; or

(2) None of its owned or operated facilities to be used in the performance of this contract is subject to the Form R filing and reporting requirements because each such facility is exempt for at least one of the following reasons: (Check each block that is applicable.)

(i) The facility does not manufacture, process, or otherwise use any toxic chemicals listed in 40 CFR 372.65;

(ii) The facility does not have 10 or more full-time employees as specified in section 313.(b)(1)(A) of EPCRA 42 U.S.C. 11023(b)(1)(A);

(iii) The facility does not meet the reporting thresholds of toxic chemicals established under section 313(f) of EPCRA, 42 U.S.C. 11023(f) (including the alternate thresholds at 40 CFR 372.27, provided an appropriate certification form has been filed with EPA);

(iv) The facility does not fall within the following Standard Industrial Classification (SIC) codes or their corresponding North American Industry Classification System sectors:

(A) Major group code 10 (except 1011, 1081, and 1094).

(B) Major group code 12 (except 1241).

(C) Major group codes 20 through 39.

(D) Industry code 4911, 4931, or 4939 (limited to facilities that combust coal and/or oil for the purpose of generating power for distribution in commerce).

(E) Industry code 4953 (limited to facilities regulated under the Resource Conservation and Recovery Act, Subtitle C (42 U.S.C. 6921, et seq.), 5169, 5171, or 7389 (limited to facilities primarily engaged in solvent recovery services on a contract or fee basis); or

() (v) The facility is not located within the United States or its outlying areas.

(End of clause)

Section L - Instructions, Conditions and Notices to Bidders

INSTRUCTIONS TO OFFERORS

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

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 contracting office 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.

ADDITIONAL SUBMISSION TO BE INCLUDED WITH PROPOSAL

Standard Form 33, Solicitation, Offer, and Award – Offer portion of form must be completed and signed by authorized company official

Section K, Representations, Certifications, and Other Statements of Offerors – Clauses must be filled in and submitted.

Standard Form 24 (Rev.10/98), Bid Bond – Must be completed and submitted. The amount of the bond is for 25% of the total original proposal price. Bonding company Power of Attorney forms are now required to have original signatures. Please insure your bonding company is aware of this fact.

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 Tuesday, August 31, 2004 at the J. Percy Priest 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 Wednesday, September 1, 2004 and conclude at approximately 12 noon. Please notify Resource Manager Todd Yann of the number of representatives your company will send to the conference/tour. Telephone: (615) 889-1975.

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

COMPLETION OF ALL SCHEDULE ITEMS

Each and every schedule item must be completed by the offeror in order to be considered responsive and eligible for award without discussion.

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52.204-6	Data Universal Numbering System (DUNS) Number	OCT 2003
52.215-1	Instructions to Offerors--Competitive Acquisition	JAN 2004
52.237-10	Identification of Uncompensated Overtime	OCT 1997

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52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a firm fixed price requirements contract with delivery orders contract resulting from this solicitation.

(End of clause)

52.233-2 SERVICE OF PROTEST (AUG 1996)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from 110 S. Ninth Ave., P.O. Box 1070, CELRN-CT, Nashville, TN 37202-1070

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

(End of provision)

52.237-1 SITE VISIT (APR 1984)

(a) Offerors or quoters are urged and expected to inspect the site where services are to be performed and to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable. In no event shall failure to inspect the site constitute grounds for a claim after contract award.

(End of clause)

52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)

This solicitation incorporates one or more solicitation provisions 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. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

<http://farsite.hill.af.mil> or <http://www.acqnet.gov/far/>

(End of provision

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, the words bid and bidder shall be construed to mean the words offer/proposal and 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.

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

CLAUSES INCORPORATED BY REFERENCE

52.217-5	Evaluation Of Options	JUL 1990
52.232-15	Progress Payments Not Included	APR 1984

Section J - List of Documents, Exhibits and Other Attachments

EXHIBITS

Exhibit A	Quality Assurance Surveillance Plan
Exhibit B	Labor Wage Determination
Exhibit C	Delivery Order Cost Estimate
Exhibit D	Approximate Quantities by Area
Exhibit E	Contractor Safety Plan and Accident Hazard Analysis
Exhibit F	Buoy Attachment Setting
Exhibit G	Boundary Line Remarking
Exhibit H	Fire Extinguishers
Exhibit J	Primitive Island Campsites

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 deduction procedure for the surveillance method used.

2. DEFINITIONS:

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

2.2 Lot (Population Size). The total number of required services per inspection period from which a sample is to be drawn.

Example: 505 picnic sites to be cleaned each scheduled day
 $\frac{x}{20}$ cleaning days/mo. (chosen inspection period)
10,100 Lot (population size)

2.3 Sample Size. The number of samples to be taken per lot size as determined by 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.

2.4 Allowable Reject Level (ARL). The ARL is the allowable margin of error allowed the Contractor under the Random and Planned Sampling Method. When the observed total number of defects per inspection period is equal to or below the ARL, the work will 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 level 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 \$1,555.54.

$$(a \times e = \$5,050.00 \times 0.308 = \$1,555.54)$$

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 of sample defective is 0.40.

$$(d/c = 6/15 = 0.40)$$

- f. Deduction for the current month is \$7.60.

$$(a \times e = \$19.00 \times 0.40 = \$7.60)$$

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 of Sample defects is 0.25.

$$(d/c = 15/60 = 0.25)$$

f. The deduction from the current month's invoice is \$300.00.

$$(a \times e = f \text{ or } \$1,200.00 \times 0.25 = \$300.00)$$

3.3.3. Reinspection. 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. 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:

$$\text{E.H.R.} \times (\text{inspection minutes} / 60 \text{ minutes}) = \text{Deduction}$$

or

$$\$11.30 \times (40/60) = \$7.53$$

Table A-1. Sample Sizes and Reject Levels Normal Surveillance.

Population Size	Acceptable Quality Level (AQL)							
	0.05		0.10		0.15		0.20	
	Sample Size	Reject Level	Sample Size	Reject Level	Sample Size	Reject Level	Sample Size	Reject Level
50	15	3	17	4	19	5	21	
75	16	3	19	4	22	6	24	
100	17	3	21	5	24	6	26	8
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	7	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	10
800	20	3	25	5	30	8	34	11
900	20	3	26	6	30	8	34	11
1,000	21	4	26	6	30	8	34	11
1,200	21	4	26	6	30	8	34	11
1,400	21	4	26	6	30	8	34	11
1,600	21	4	26	6	30	8	34	11
1,800	21	4	26	6	30	8	34	11
2,000	21	4	26	6	30	8	34	11
2,500	21	4	26	6	30	8	35	11
3,000	21	4	26	6	30	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

EXHIBIT B
WAGE DETERMINATION

REGISTER OF WAGE DETERMINATIONS UNDER THE SERVICE CONTRACT ACT By direction of the Secretary of Labor		U.S. DEPARTMENT OF LABOR EMPLOYMENT STANDARDS ADMINISTRATION WAGE AND HOUR DIVISION WASHINGTON D.C. 20210
		Wage Determination No.: 1994-2497
William W.Gross Division of		Revision No.: 23
Director Wage Determinations		Date Of Last Revision: 06/28/2004

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 RATE	MINIMUM WAGE
01000 - Administrative Support and Clerical Occupations	
01011 - Accounting Clerk I	
10.03	
01012 - Accounting Clerk II	
12.04	
01013 - Accounting Clerk III	
13.50	
01014 - Accounting Clerk IV	
15.70	
01030 - Court Reporter	
14.32	
01050 - Dispatcher, Motor Vehicle	
14.23	
01060 - Document Preparation Clerk	
10.39	
01070 - Messenger (Courier)	
9.61	
01090 - Duplicating Machine Operator	
10.39	
01110 - Film/Tape Librarian	
9.50	
01115 - General Clerk I	
8.79	
01116 - General Clerk II	
10.02	
01117 - General Clerk III	
11.29	

01118 - General Clerk IV
12.70
01120 - Housing Referral Assistant
15.85
01131 - Key Entry Operator I
9.43
01132 - Key Entry Operator II
11.01
01191 - Order Clerk I
10.52
01192 - Order Clerk II
13.17
01261 - Personnel Assistant (Employment) I
10.98
01262 - Personnel Assistant (Employment) II
12.11
01263 - Personnel Assistant (Employment) III
14.97
01264 - Personnel Assistant (Employment) IV
15.64
01270 - Production Control Clerk
16.76
01290 - Rental Clerk
9.58
01300 - Scheduler, Maintenance
12.12
01311 - Secretary I
12.12
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
10.42
01342 - Stenographer II
11.69
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
10.74

01612 - Word Processor II
15.95
01613 - Word Processor III
16.29
03000 - Automatic Data Processing Occupations
03010 - Computer Data Librarian
12.38
03041 - Computer Operator I
12.41
03042 - Computer Operator II
13.91
03043 - Computer Operator III
15.19
03044 - Computer Operator IV
16.95
03045 - Computer Operator V
18.79
03071 - Computer Programmer I (1)
14.67
03072 - Computer Programmer II (1)
18.67
03073 - Computer Programmer III (1)
23.21
03074 - Computer Programmer IV (1)
27.62
03101 - Computer Systems Analyst I (1)
26.20
03102 - Computer Systems Analyst II (1)
27.62
03103 - Computer Systems Analyst III (1)
27.62
03160 - Peripheral Equipment Operator
12.41
05000 - Automotive Service Occupations
05005 - Automotive Body Repairer, Fiberglass
18.70
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
11.78
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
8.72
11060 - Elevator Operator
8.55
11090 - Gardener
11.30
11121 - House Keeping Aid I
7.70
11122 - House Keeping Aid II
8.55
11150 - Janitor
9.28
11210 - Laborer, Grounds Maintenance
9.35
11240 - Maid or Houseman
7.70
11270 - Pest Controller
13.50
11300 - Refuse Collector
9.50
11330 - Tractor Operator
10.61
11360 - Window Cleaner
10.29
12000 - Health Occupations
12020 - Dental Assistant
13.55

12040 - Emergency Medical Technician (EMT)/Paramedic/Ambulance Driver
13.27
12071 - Licensed Practical Nurse I
12.61
12072 - Licensed Practical Nurse II
14.15
12073 - Licensed Practical Nurse III
15.83
12100 - Medical Assistant
12.57
12130 - Medical Laboratory Technician
13.84
12160 - Medical Record Clerk
11.88
12190 - Medical Record Technician
14.89
12221 - Nursing Assistant I
9.00
12222 - Nursing Assistant II
10.11
12223 - Nursing Assistant III
11.04
12224 - Nursing Assistant IV
12.38
12250 - Pharmacy Technician
12.19
12280 - Phlebotomist
12.61
12311 - Registered Nurse I
17.66
12312 - Registered Nurse II
21.60
12313 - Registered Nurse II, Specialist
21.60
12314 - Registered Nurse III
26.14
12315 - Registered Nurse III, Anesthetist
26.14
12316 - Registered Nurse IV
31.31
13000 - Information and Arts Occupations
13002 - Audiovisual Librarian
17.59
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
11.64
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
6.90
15030 - Counter Attendant
6.90
15040 - Dry Cleaner
8.31
15070 - Finisher, Flatwork, Machine
6.90
15090 - Presser, Hand
6.90
15100 - Presser, Machine, Drycleaning
7.59
15130 - Presser, Machine, Shirts
6.90
15160 - Presser, Machine, Wearing Apparel, Laundry
6.90
15190 - Sewing Machine Operator
9.07
15220 - Tailor
9.93
15250 - Washer, Machine
7.43
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
14.64
21020 - Material Coordinator
16.21
21030 - Material Expediter
16.21
21040 - Material Handling Laborer
12.25
21050 - Order Filler
10.65
21071 - Forklift Operator
13.23
21080 - Production Line Worker (Food Processing)
13.23
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
13.23

21400 - Warehouse Specialist
13.23
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
19.50
23130 - Carpenter, Maintenance
14.56
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
16.73
23310 - Fire Extinguisher Repairer
13.84
23340 - Fuel Distribution System Mechanic
18.07
23370 - General Maintenance Worker
15.40
23400 - Heating, Refrigeration and Air Conditioning Mechanic
17.89
23430 - Heavy Equipment Mechanic
16.03
23440 - Heavy Equipment Operator
15.02
23460 - Instrument Mechanic
17.03
23470 - Laborer
9.50
23500 - Locksmith
16.26
23530 - Machinery Maintenance Mechanic
17.13
23550 - Machinist, Maintenance
16.78
23580 - Maintenance Trades Helper
12.31
23640 - Millwright
20.90

23700 - Office Appliance Repairer
16.26
23740 - Painter, Aircraft
20.17
23760 - Painter, Maintenance
14.42
23790 - Pipefitter, Maintenance
18.39
23800 - Plumber, Maintenance
17.96
23820 - Pneudraulic Systems Mechanic
17.03
23850 - Rigger
17.03
23870 - Scale Mechanic
15.46
23890 - Sheet-Metal Worker, Maintenance
16.58
23910 - Small Engine Mechanic
14.39
23930 - Telecommunication Mechanic I
18.40
23931 - Telecommunication Mechanic II
19.32
23950 - Telephone Lineman
18.40
23960 - Welder, Combination, Maintenance
15.38
23965 - Well Driller
15.48
23970 - Woodcraft Worker
18.11
23980 - Woodworker
12.96
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
18.21
25040 - Sewage Plant Operator
16.26
25070 - Stationary Engineer
18.21
25190 - Ventilation Equipment Tender
13.87
25210 - Water Treatment Plant Operator
16.26
27000 - Protective Service Occupations
(not set) - Police Officer
16.34
27004 - Alarm Monitor
10.67
27006 - Corrections Officer
15.51

27010 - Court Security Officer
15.51
27040 - Detention Officer
15.51
27070 - Firefighter
15.96
27101 - Guard I
9.50
27102 - Guard II
10.67
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)
30.50
29011 - Air Traffic Control Specialist, Station (2)
21.03
29012 - Air Traffic Control Specialist, Terminal (2)
23.16
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
25.25
29040 - Civil Engineering Technician
17.69
29061 - Drafter I
10.49
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)
30.38
29160 - Instructor
20.46
29210 - Laboratory Technician
15.15
29240 - Mathematical Technician
20.98
29361 - Paralegal/Legal Assistant I
14.61
29362 - Paralegal/Legal Assistant II
18.24
29363 - Paralegal/Legal Assistant III
22.25
29364 - Paralegal/Legal Assistant IV
26.68
29390 - Photooptics Technician
22.40
29480 - Technical Writer
23.51
29491 - Unexploded Ordnance (UXO) Technician I
19.38
29492 - Unexploded Ordnance (UXO) Technician II
23.45
29493 - Unexploded Ordnance (UXO) Technician III
28.11
29494 - Unexploded (UXO) Safety Escort
19.38
29495 - Unexploded (UXO) Sweep Personnel
19.38
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
14.44
31260 - Parking and Lot Attendant
16.13
31290 - Shuttle Bus Driver
11.02
31300 - Taxi Driver
8.96
31361 - Truckdriver, Light Truck
11.02
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
8.15
99041 - Carnival Equipment Operator
10.17
99042 - Carnival Equipment Repairer
10.76
99043 - Carnival Worker
8.03
99050 - Desk Clerk
8.47
99095 - Embalmer
19.20
99300 - Lifeguard
9.15
99310 - Mortician
19.38
99350 - Park Attendant (Aide)
11.50
99400 - Photofinishing Worker (Photo Lab Tech., Darkroom Tech)
9.15
99500 - Recreation Specialist
9.80
99510 - Recycling Worker
11.81
99610 - Sales Clerk
9.15
99620 - School Crossing Guard (Crosswalk Attendant)
9.50
99630 - Sport Official
7.95
99658 - Survey Party Chief (Chief of Party)
12.82
99659 - Surveying Technician (Instr. Person/Surveyor Asst./Instr.)
11.50
99660 - Surveying Aide
11.50
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: \$2.59 an hour or \$103.60 a week or \$448.93 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 ordnance, 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 ****

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.

EXHIBIT C

RECORD OF DISCUSSIONS

Contract No.: _____ DO Cost Est. No.: _____ Date: _____ Time: _____

Government Representatives:

Contractor Representatives:

REMARKS:

(attach additional sheets if necessary)

ADJUSTED COST ESTIMATE

<u>Item No.</u>	<u>Services</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Amount</u>
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CONTRACTOR'S REPRESENTATIVE: _____
(Signature) (Date)

GOVERNMENT'S REPRESENTATIVE: _____
(Signature) (Date)

APPROVED BY COR: _____
(Signature) (Date)

EXHIBIT D
APPROXIMATE QUANTITIES BY AREA

ITEM	ANDERSON ROAD ACCESS	ANDERSON ROAD CAMPGROUND	ANDERSON ROAD PICNIC	COOK ACCESS	COOK PICNIC
Amphitheaters					1
Beaches			1		1
Boat ramps	1	1		1	1
Bulletin Boards		1	3	1	2
Campsites		37			
Drinking Fountains		2	1		2
Dump Stations		1			
Dumpsters		1			
Electrical Hook-ups		2			
Entrance Stations		1			
Fence (Security) (L.F.)		1,830			
Fence (Other) (L.F.)				180	
Fish Cleaning Stations					
Fishing Platform-Access				1	
Gates	2	1	4		1
Grills		37	35		32
Guard Rail (L.F.)	68		50		
Mow & Trim (approx. acres)	2	5	11	4	9
Parking Area (sq. yds.)	3,470	2,135	14,400	2,384	6,669
Picnic Shelters			2		2
Picnic Tables			42		36
Playground Equip. (sets)			2		2
Restrooms		1	2		1
Restroom (SF)		300	300 ea.		300
Retaining Walls (L.F.)			700		
Roads (miles)	1.0	1.10	2.90	1.0	3.0
Sand Filters			1		1
Security-street Lights	2	2	2	2	3
Sewage Treat. Plant					
Trails	1				1
Trash-garbage cans	8	5	46	5	54
Washer/Dryer (sets)		1			
Wash House		1			
Wash House (SF)		1400			
Water Hydrants/Hookups		4	4		2

EXHIBIT D
APPROXIMATE QUANTITIES BY AREA

ITEM	DAM SITE	EAST FORK ACCESS	EAST FORK PICNIC	FALL CREEK ACCESS	FATE SANDERS	HURRICANE CREEK
Amphitheaters						
Beaches						
Boat ramps		1		1	1	1
Bulletin Boards						
Campsites						
Drinking Fountains					1	
Dump Stations						
Dumpsters						
Electrical Hook-ups						
Entrance Stations						
Fence (Security) (L.F.)	448					
Fence (Other) (L.F.)	407					
Fish Cleaning Stations	1					
Fishing Platform-Access	3					
Gates	1		2		1	
Grills			6		8	
Guard Rail (L.F.)	1200				200	
Mow & Trim (approx. acres)	27	1	3	1	5.5	2.5
Parking Area (sq. yds.)	11,430	900	3,100	7,554	5,713	1,833
Picnic Shelters			1			
Picnic Tables			15		20	
Playground Equip. (sets)						
Restrooms			1		1	
Restroom (SF)	945		300		300	
Retaining Walls (L.F.)						
Roads (miles)	3	.20	.30	1	1	0.5
Sand Filters						
Security-street Lights	27		1			
Sewage Treat. Plant						
Trails			1			
Trash-garbage cans	38	6	14	8	22	6
Washer/Dryer (sets)						
Wash House						
Water Hydrants/Hookups	1		1		1	

EXHIBIT D
APPROXIMATE QUANTITIES BY AREA

ITEM	JEFFERSON SPRINGS ACCESS	JEFFERSON SPRINGS PICNIC	LAMARMONA HILL		NICES MILL	OPERATIONS AREA
Amphitheaters						
Beaches						
Boat ramps	1		1	1		
Bulletin Boards		1				
Campsites						
Drinking Fountains		1				2
Dump Stations						
Dumpsters						1
Electrical Hook-ups						
Entrance Stations						
Fence (Security) (L.F.)						4,500
Fence (Other) (L.F.)		80				
Fish Cleaning Stations						
Gates		2				1
Grills		15				
Guard Rail (L.F.)				440		200
Mow & Trim (approx. acres)	2.0	9.5	0.5	2.0	1.0	4.0
Parking Area (sq. yds.)	2,984	1,434	2,565	3,610	2,100	3,000
Picnic Shelters		1				
Picnic Tables		26				
Playground Equip. (sets)						
Restrooms		1				
Restroom (SF)		300				
Retaining Walls (L.F.)						
Roads (miles)	1.0	0.5	0.5	1.0	0.5	0.5
Sand Filters		1				
Security-street Lights						14
Sewage Treat. Plant						
Trails					1	
Trash-garbage cans	8	22	4	7	6	15
Washer/Dryer (sets)						
Wash House						
Water Hydrants/Hookups		1				3

EXHIBIT D
APPROXIMATE QUANTITIES BY AREA

ITEM	POOLE KNOBS ACCESS	POOLE KNOBS CAMPGROUND	SEVEN POINTS ACCESS	SEVEN POINTS CAMPING	SEVEN POINTS PICNIC	RESIDENT ENG. OFFICE
Amphitheaters						
Beaches				1		
Boat ramps	1	1	1	1		
Bulletin Boards		1		2	2	
Campsites		125		60		
Drinking Fountains		6		2	1	
Dump Stations		1		1		
Dumpsters		1		1		
Electrical Hook-ups		13		61		
Entrance Stations		1		1		
Fence (Security) (L.F.)	700			600		280
Fence (Other) (L.F.)				262		150
Fish Cleaning Stations						
Gates		1		1	1	1
Grills		95		60	24	
Guard Rail (L.F.)			200			
Mow & Trim (approx. acres)	3.0	9.0	2.0	10.0	8.0	0.4
Parking Area (sq. yds.)	3,595	1,910	2,569	3,727	3,949	1,100
Picnic Shelters		1			2	
Picnic Tables					30	
Playground Equip. (sets)						
Restrooms		3		1	1	2
Restroom (SF)		1,050 (ea)		300	300	
Retaining Walls (L.F.)				280	450	
Roads (miles)	0.5	2.5	0.5	1.5	1.0	
Sand Filters					1	
Security-street Lights		2		2	1	1
Sewage Treat. Plant		1		1		
Trails						
Trash-garbage cans	6	8	7	5	36	
Washer/Dryer (sets)		1		1		
Wash House		3		1		
Wash House (SF)		1,150 (ea)		1,270		
Water Hydrants/Hookups		10		61		
Well Houses		1				

EXHIBIT D
APPROXIMATE QUANTITIES BY AREA

ITEM	SMITH SPRINGS ACCESS	SMITH SPRINGS PICNIC	STEWART CREEK	VISITOR CTR. RES.MGT.OFF.	VIVRETT CREEK	WEST FORK
Amphitheaters						
Beaches						
Boat ramps	1		1	1	1	1
Bulletin Boards		1		1		
Campsites						
Drinking Fountains		1		2		
Dump Stations						
Dumpsters						
Electrical Hook-ups						
Entrance Stations						
Fence (Security) (L.F.)				100		
Fence (Other) (L.F.)		60				
Fish Cleaning Stations			1		2*	
Gates		1	1	1		1
Grills		9				
Guard Rail (L.F.)	200					
Ice Machine						
Mow & Trim (approx. acres)	2.0	8.5	1.5	11.5	1.0	1.0
Parking Area (sq. yds.)	3,062	1,031	3,645	5,670	2,419	2,875
Picnic Shelters		1				
Picnic Tables		25				
Playground Equip. (sets)						
Restrooms		1		4		
Restroom (SF)		575				
Retaining Walls (L.F.)						
Roads (miles)	0.5	0.5	0.5	0.6	0.3	0.3
Sand Filters						
Security-street Lights	2			13		
Sewage Treat. Plant						
Trails (Miles)			1**			
Trash-garbage cans	8	21	6	15	1	3
Washer/Dryer (sets)						
Wash House						
Wash House (SF)						
Water Hydrants/Hookups						
Water Treat. Plants						
Well Houses						

*Vivrette Creek has a floating fishing pier and a paved fishing jetty/breakwater

**Stewart Creek has a paved 0.5 mi. fishing access trail.

EXHIBIT E
CONTRACTOR SAFETY PLAN
AND
ACTIVITY HAZARD ANALYSIS

CONTRACTOR GUIDELINES FOR:

1. The Preparation of the Accident Prevention Proposal (Safety Plan).
2. The Preparation of the Activity Hazard analysis.

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 preconstruction 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 provision of EM 385-1-1.
- (2) Requirements for employee and project safety.
- (3) Employee's responsibilities for property and the 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. 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.

j. 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?

k. 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 (AHA) 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, Exterior
- Electrical Work, Interior
- Mechanical Work
- Metal Siding
- Roofing and Flashing
- Carpentry
- Drywalling
- 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 job hazard analysis and Safety and Health Requirements Manual, EM 385-1-1, on every job site. Only one copy will be furnished by the government, others must be purchased from the government printing office.

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.

SAMPLE

ACTIVITY HAZARD ANALYSIS			
Contract No. DACW62-96-C-0000		Project Install Water and Sewer Lines	Facility Blue Heron Recreational Area
Date 1 October 1996	Location Big South Fork	Estimated Start Date 19 November 1996	
Item	Phase of Work	Safety Hazard	Precautionary Actions to be taken
1	Trench Excavation	Hitting Existing Utilities (par. 25.A.10)	<ol style="list-style-type: none"> 1. Find and mark existing utilities before excavating. 2. Use care while excavating. 3. Shore existing utilities crossing trench. 4. Instruct operator. 5. Watch for overhead electrical lines.
		Cave-Ins (pars. 25.B.03, 25.C.01 and 25.D.05)	<ol style="list-style-type: none"> 1. Slope sides, depending on depth and soil type. 2. Shoring when necessary. 3. Lay back material at least 2 ft. from edge depending on depth & soil type. 4. Have access ladder or steps in other than shallow trenches. 5. Backfill as soon as possible. 6. Instruct workmen as to cave-ins hazards and precautions.
		Head injuries from falling rocks or clods (par. 25.A.07)	<ol style="list-style-type: none"> 1. Wear hardhats. 2. Scale potential fuels from sides.
		Backing over workmen (par. 16.B.01 and 25.A.09)	<ol style="list-style-type: none"> 1. Back-up alarms on equipment. 2. Have helper to guide operator while backing. 3. Instruct workmen not to stand or walk behind equipment.
		Pedestrian Accidents (pars. 25.B.01 and 25.B.03)	<ol style="list-style-type: none"> 1. Rope off or fence trench. 2. Mark clearly. 3. Backfill as soon as possible.
		Back Injuries (par. 14.A.01)	<ol style="list-style-type: none"> 1. Instruct workmen how to lift materials. 2. Instruct workmen to get help and/or to use lifting equipment.
		Falling (pars. 25.B.01 and 25.B.03)	<ol style="list-style-type: none"> 1. Maintain employee alertness in and around trenches.

EXHIBIT F
BUOY ATTACHMENT AND SETTING

J. PERCY PRIEST LAKE
LOCATION OF NAVIGATION AIDS

Type	Location	Buoy Total
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Channel Markers

Red Nun	Lake Wide (Channel)	47
Green Can	Lake Wide (Channel)	41
No Wake	Nashville Shores	8
	Elm Hill Marina	6
	Elm Hill Recreation Area	4
	Cook Recreation Area	2
	Seven Points Recreation	4
	Vivrette Creek	3
	Hamilton Creek	4
	Anderson Road Recreation Area	3
	Smith Springs Recreation Area	2
	Long Hunter State Park	3
	Four Corners Marina	5
	Poole Knobs Recreation Area	6
	Fate Sanders Marina	3
	Jefferson Springs Recreation Area	3

Boats Keep Out

Swim Area	Cook Recreation Area	5
	Seven Points Campground	5
	Anderson Road Recreation Area	14

Danger Dam

Danger – Rock

Upstream of J. Percy Priest Dam 4

Dam Overlook 2

Nashville Shores 5

Upstream Elm Hill 4

Upstream Seven Points 5

Upstream Hotel-Motel Islands 4

Upstream Hobson Pike Bridge 6

Long Hunter State Park 1

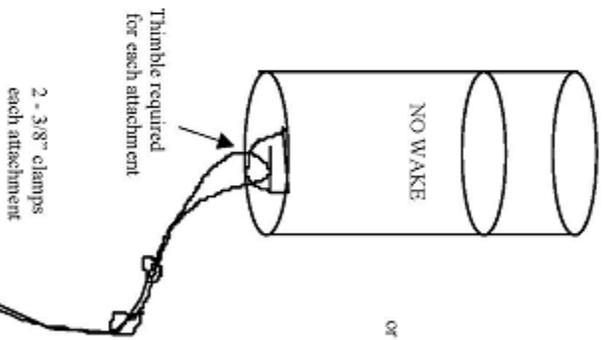
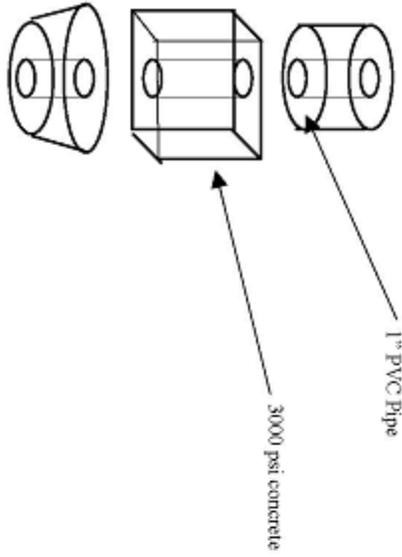
Four Corners Marina Entrance 1

Upstream Ponderosa Island 5

Four Corners -----Poole Knobs Gap 5

Fate Sanders Marina Entrance 5

Design for
Center Hole Anchors



NOTE: The average buoy setting will require approximately 50 feet of cable. Enough cable shall be used to Permit buoy to properly float at elevation 508.0 msl. Typically this involves adding 20 feet of extra cable when lake levels are at summer pool elevation.

- * Anchors - 3000 psi concrete with 1" diameter PVC pipe 18" long centered in concrete. Estimate 8-10 anchors/buoys
- * Cable - 3/8" (minimum) stranded (7x19) stainless steel cable, plastic coated, 14,400 lbs. breaking strength.
- * Thimbles - hot-dipped galvanized 3/8" steel wire rope thimbles.
- * Shackles - hot-dipped galvanized 3/8" screw-pin shackles.



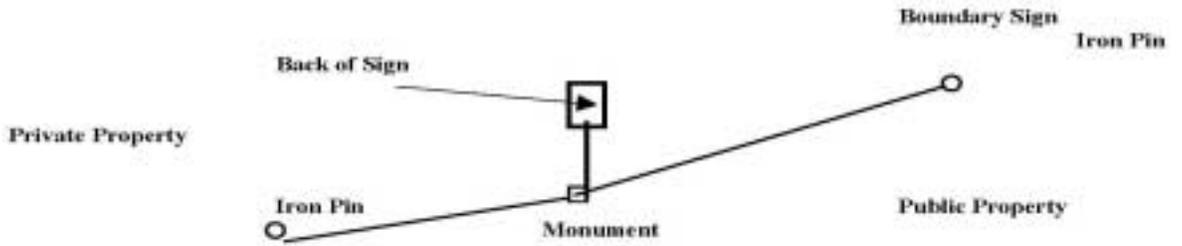
EXHIBIT G
BOUNDARY LINE REMARKING

J. PERCY PRIEST
BOUNDARY LINE REMARKING

Exhibit G

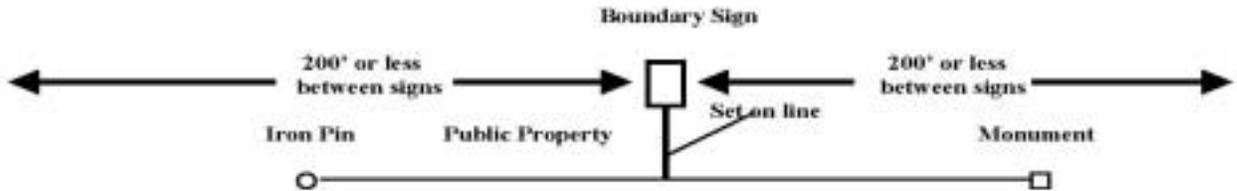
Property line signs are used along with painting of trees to indicate the government property line. The back of the sign shall be visible to the visitor. When viewed from public property, public property should be marked in the following manner:

As Viewed from Government Property



When viewed from private property, the front of sign showing the boundary line information shall be visible to the visitor. When viewed from private property, public property should be marked in the following manner:

As Viewed from Private Property



J. Percy Priest Lake
Marking of
Corner Witness Trees, Line Witness Trees, Center Line Tree

Corner Witness Trees - boundary line witness tree markings are used to indicate the location of the government boundary markers such as monuments or pins. White paint is used on trees which "witness" the location of public property corners. Trees are painted with three (3) lines and one (1) blaze below. Trees point toward a corner of the line.



Line Witness Trees - line witness trees are used indicate where the government boundary line is located between pins and monuments. Line witness trees allow one to follow the public boundary between property corners. Line witness trees are marked with two (2) horizontal hack marks and painted yellow. Boundary line signs are sometimes located above the hack marks.

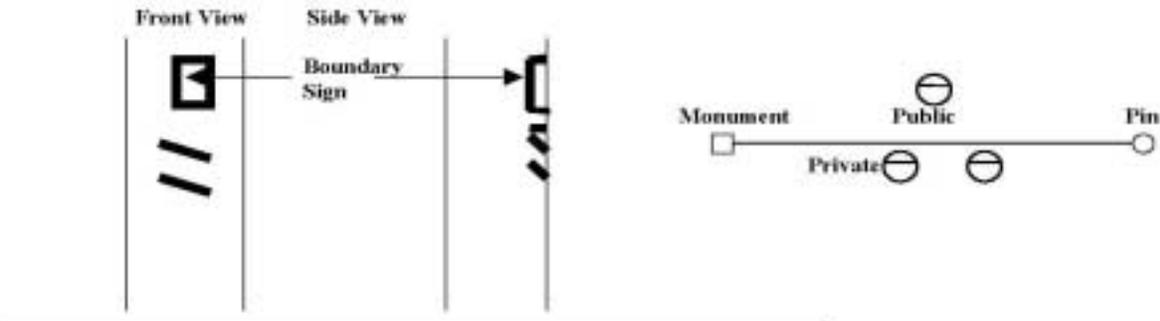


EXHIBIT H
FIRE EXTINGUISHERS

J. PERCY PRIEST
FIRE EXTINGUISHER
MONTHLY LOG AND INSPECTION REPORT

Date Inspected _____

Shop Compound Area

Bldg 1-JPP/R Maintenance and Contract Admin. Office

- 1-Shop Entrance _____
- 2-Across from Contract Admin Office _____
- 3-Electrical Room _____
- 4-Shop – next to Conference Room _____
- 5-Shop – next to Kitchen _____

Bldg 2-JPP/R Materials/Equipment Storage

- 6-Vehicle Bays _____
- 7-Vehicle Bays _____
- 8-Inside Tool Room _____

Bldg 3-JPP/R Plumbing/Electrical, Oil/Gas, Chemicals

- 9-Between Paint-Supply Rooms _____
- 10-Between Contractor Storage-Oil Rooms _____

Bldg 4-Geotech Storage Bldg

- 11-Middle Door Entrance _____
- 12-West Door Entrance _____
- 13-Overhead Door Back Entrance _____
- 14-Core Sample Storage _____
- 15-Core Sample Storage _____
- 16-Core Sample Storage – Overhead Door _____

Bldg 5-JPP/R Signs, Boats, Brochures, Contractor Maintenance Area

- 17-Overhead Door 1 _____
- 18-Overhead Door 2 _____
- 19-Contractor Maintenance Office _____
- 20-Contractor Maintenance Shop _____
- 21-H&H Equipment Storage _____
- 22-Survey Branch Storage _____

Bldg 6 – JPP/R Boats and Equipment, Geotech Storage

- 23-Outside Water Quality Boat Storage _____
- 24-Outside Barricades, Misc. Storage _____
- 25-Project Spill Kit Materials _____

JPP/R Storage Compound – Bullpen

- 26-Storage Shed – Electrical, buoys, etc. _____
- 27-Storage Cover – Straw, grills, etc. _____

JPP/R Resource Office

28-Ranger Room – Storage _____

29-Electrical Room _____

30-Kitchen _____

31-Visitor Center – Brochure Room Storage _____

32-Computer Storage Room _____

33-Office Assistant File Room _____

Project Boathouse

34-Boathouse Safety Equipment _____

Motorboat Operator Course

Approximately six per year – located in motorboat operator storage building _____

Project Eye Wash Stations (3)

Portable eye wash station – located inside Building 3 - gas/oil room _____

Eye Wash Station – located in Building 1 – Maintenance and Shop Area _____

Eye Wash Station – located in Building 5 - Contractor Maintenance Area _____

Exhibit J
Primitive Island Campsites
J. Percy Priest Lake

Island No.	Name	No. of Sites
1	Goose	5
2	Luau	1
3	Stone	1
4	Cable Crossing	1
5	Bear	9
6	Raccoon	3
7	Pig	6
8	Hole-in-the-Wall	9
9	Mousetail	3
10	Ponderosa	4
11	Rivers Bend	1
12	Poole Knobs	3