



STATEMENT OF WORK
Replace to the Hurricane Damaged
Bunkhouse
At
Cameron Prairie National Wildlife Refuge
Southeast Region

WO # 2022445727 | ID BCP01

May 06, 2025

PART 1. GENERAL

- 1.1. The Contractor shall supply all materials, labor, supplies, equipment, and any other incidentals to perform all operations required to complete the work in conformance with the Statement of Work and all current codes to replace Bunkhouse at Cameron Prairie NWR. The project is located at 1428 LA-27, Bell City, LA 70630, Cameron Parish. [Location Link](#).
- 1.2. The scope of work encompasses all activities necessary for to construct a new bunkhouse in the fenced gravel maintenance area's southwest quadrant of the compound. This includes the construction of a new concrete ADA-compliant parking stall, an ADA-accessible aisle, and an ADA-accessible sidewalk extending from the base of the ADA ramp leading from the new bunkhouse. The Contractor is required to perform field investigations as needed to evaluate and document the existing site conditions. The work entails the construction of building components and associated utilities, in addition to procuring and supplying all necessary materials, equipment, services, and labor as reasonably inferred from the Statement of Work. The Contractor is obliged to verify all quantities and measurements.
 - 1.2.1. A Pre-Proposal Site Visit will be held at the Cameron Prairie National Wildlife Refuge project site. The date and time of this visit will be mutually agreed upon by the Refuge representatives, Contracting Officer, and USFWS Project Manager.
 - A. The meeting's purpose will be to visit the site, review existing conditions, and discuss the project's performance requirements.
 - B. The Period of Performance will conclude 210 calendar days from the date of the Notice to Proceed.
- 1.3. General Requirements: Construct in per all applicable federal, state and local codes and regulations (latest edition at the time of contract award) as minimum requirement.

PART 2. DESCRIPTION OF WORK

Construct a new Bunkhouse according to the provided drawings and specifications. The project involves rebuilding the hurricane-damaged Bunkhouse, a single-story structure featuring a hip roof, with a total area of approximately 3,500 square feet. For a comprehensive description of the scope of work, please consult the construction documents.

2.1 Structure:

- A. Floors shall be framed with wood joists and beams spanning between timber piles.
- B. New concrete ADA parking stall, ADA access aisle, and ADA sidewalk shall be constructed at the bottom of the ADA ramp from the new bunkhouse.
- C. The roof structure shall be a hipped design and constructed with a prefinished standing seam metal roof featuring a 180-degree mechanical seam.

2.2 Utilities:

- A. Install Domestic-use water by tying into the main domestic water service line
- B. Install a new septic system will be designed to accommodate the bunkhouse.
- C. Connect to existing utilities on site for new power and communication lines.

PART 3. CONSTRUCTION SERVICES

3.1. GENERAL

3.1.1. Following the Issuance of the Construction NTP, the Contractor shall provide the following items to the COR at the Preconstruction Meeting for approval and amendment into the contract file:

- A. Superintendent Letter with Resume
- B. Submittal List
- C. Safety Plan - Ensure safety plan is in alignment with all applicable standards and copy is made available (hard-copy or electronic) to include hazard communication guidance.
- D. Quality Assurance-Quality Control (QA-QC) Plan
- E. A project schedule reflective of the critical path and other phases of the work.
- F. Schedule of Value

3.1.2. Possess and maintain, or the project's duration, a state general Contractor license in the state the project is located.

3.1.3. Supervise all labor, give materials, supply equipment, tools, construction machinery, perform inspection, testing, and start-up; ensure availability of water, heat, utilities, transportation, and all other facilities and services—whether temporary or permanent, incorporated or to be incorporated into the Work—necessary to perform and complete the project.

3.1.4. The submittal requirements shall be clearly defined in the contract documents, including the types of materials, formats, and deadlines. Submittals may include but are not limited to shop drawings, product data, samples, material certifications, test reports, and operation manuals. The submitter shall review the contract documents thoroughly to understand the submittal requirements. Submitters shall ensure that all submittals are accurate, complete, and follow the project specifications, codes, and regulations. Submitters shall coordinate with relevant parties, such as manufacturers and suppliers, to obtain necessary information and materials for the submittals. The submitter shall label each submittal clearly with the appropriate project name, number, and description.

- 3.1.5. Record Drawings and Specifications: Maintain one set of working drawings and specifications, for record purposes, on the project site while work is in progress. Clearly and accurately record the as-constructed work in red. Record swing-tie distances from permanent points for all underground items. Include modifications and RFIs.
- 3.1.6. The Contractor shall maintain Daily Logs and Checklists to record daily activities and submit them bi-weekly. Additionally, they are required to provide a Progress Chart in the form of a bar chart and diligently update the progress schedule monthly throughout the contract performance period. During normal working hours through the contract's duration, the Contractor must promptly give information and provide reasonable facilities and access for obtaining information respecting: the character of the materials, condition of the work-in-progress, number of workers employed, their pay rate, time worked, inspection reports and test results from sampling and testing laboratories, and similar information.
- 3.1.7. Have at least one qualified supervisor capable of reading, writing, and conversing fluently in the English language on the job site during working hours.
- 3.1.8. Perform all construction activities efficiently and with the requisite expertise, skill, and competence to satisfy the Contract Documents requirements. Always exercise complete and exclusive control over the means, methods, sequences, and construction techniques.
- 3.1.9. Assume responsibility for Subcontractors' performing work properly, all acts, and any omissions concerning their performance. Nothing in the Contract Documents is intended or creates any legal or contractual relationship between Government and any Subcontractor or Sub Subcontractor.
- 3.1.10. Use Subcontractors who are duly licensed and qualified to perform the work. Government may reasonably object to any Subcontractor selection.
- 3.1.11. Contractor is responsible for quality control of its own work and work its Subcontractors and their Subcontractor perform.
- 3.1.12. Coordinate the activities of all Subcontractors. If Government performs other work on the Project or at the Site with separate Contractors under Government's control, Contractor agrees to reasonably cooperate and coordinate its activities with those of separate Contractors in an orderly and coordinated manner without unreasonable disruption.
- 3.1.13. During normal working hours through the contract's duration, promptly give information and provide reasonable facilities and access for obtaining information respecting: the character of the materials, condition of the work-in-progress, number of workers employed, their pay rate, time worked, and similar information.
- 3.1.14. Government buildings and other facilities are unavailable for storage of materials, equipment, and tools except for designated staging areas. Government owned equipment is unavailable for use to accomplish any Work.
- 3.1.15. Housing for workers and campsites are unavailable on site.

- 3.1.16. Give all temporary facilities and utilities needed including heat, light, power, water, telephone, sanitary facilities, job offices, material handling equipment, temporary construction aids, and storage enclosures. Ensure sanitation meets OSHA standard 1926.51(c)(1), table D-1. Also, ensure toilets are clean and usable.

3.2. PAYMENT PROCEDURES

- 3.2.1. Measurement: No measurement of the work will be made unless unit prices are included in the project.

- 3.2.2. Schedule of Values: Prepare a Schedule of Values and Certificate for Payment (or approved equivalent format). Submit a detailed Schedule of Values no less than 7 calendar days before the site construction work begins.

- A. Payment Request Data: Beside the data the Contracting Officer requires: (1) Format the Schedule of Values to match the Schedule of Items and show sufficient additional detail to allow accurate calculation of monthly progress payments; and (2) provide updated construction schedule identifying actual work complete.

3.3. PROJECT SAFETY

- 3.3.1. The Contractor is ultimately responsible for project site safety from the issuance of the Notice to Proceed through final completion and acceptance by the Contracting Officer. Maintain full compliance with Department of Labor Occupational Safety and Health Administration (OSHA) standards (29 C.F.R. §§ 1910), as well as all applicable Department of the Interior (DOI) and U.S. Fish and Wildlife Service (FWS) safety policies. Ensure that all onsite activities, equipment, and facilities constructed by the Design-Builder, Subcontractors, or suppliers conform to these standards. Comply with all current federal, state, and local safety requirements. In the event of a conflict between referenced safety standards, the more stringent requirement shall apply. Refer to Section H of the contract.

- 3.3.2. Initiate and maintain, throughout the performance of this contract, an effective safety and health program that provides adequate policies, procedures, and practices to protect employees from, and allow them to recognize, job-related safety and health hazards. The program shall include provisions for the identification, evaluation, prevention and control of general work site hazards, specific job hazards, and potential hazards that may arise from foreseeable construction methods and conditions, as well as providing a competent person to conduct frequent and regular inspections. Each employee (Contractor and Subcontractors) must be instructed in recognizing and avoiding of unsafe conditions and the regulations applicable to the work environment.

- 3.3.3. Provide barricades and warning devices as necessary to safeguard the public, workers, and government personnel. Where project work affects public roads, provide signage, the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) as published by the US Department of Transportation, Federal Highway Administration.

- 3.4. Work Hours: Monday – Friday, 8:00 am – 4:00pm CST.

3.5. Protections:

- 3.5.1. Comply with all applicable federal, state, and local environmental laws and regulations. This condition applies to, but is not limited to, laws and regulations governing noise levels, air and water quality standards, erosion control, surface runoff, and cultural resources.

3.5.2. Immediately stop work if paleontological, archaeological, or historical remains (including burials or skeletal material) are encountered, immediately stop the work and notify the Construction Representative, COR, or Contracting Officer. The Contracting Officer will notify the Regional Archaeologist, 36 C.F.R. § (Resource Discovered During Construction) and other relevant laws are followed. The Contracting Officer will direct work to cease in the immediate vicinity and will permit resumption when appropriate. The Contracting Officer may approve continued work in other areas.

3.5.3. Protect adjacent vegetation, property, structures, and improvements from damage. See Section I of the contract.

3.5.4. Heavy equipment operated on FWS roads and parking areas shall comply with highway-legal load limits unless explicitly approved otherwise. Before operations, the Contractor and Contracting Officer will document condition of roads and parking. The Contractor is responsible for repairs of damage to roads and parking caused by their own actions.

3.5.5. Coordinate with the local FWS staff to select a construction staging area. Construction equipment and operations shall be in the work limits and staging areas.

3.6. Closeout Procedures

3.6.1. Final Inspection: Submit a request in writing to the Contracting Officer requesting the Final Inspection. Notify the COR and Site Representative at least 3 calendar days before the anticipated date of completion of all work. The Site Rep will proceed with Final Inspection as promptly as practicable. The time required for such Final Inspection and for making any corrections as a result thereof shall be included in the contract performance time. The Contractor representative responsible for the work shall be present at the Final Inspection and shall submit a preliminary list of unfinished work before Final Inspection. See Section E of the contract.

3.7. Closeout Documents

3.7.1. Operation and Maintenance Manuals: Provide O&M manuals and training on systems operations.

3.7.2. After completing the work and before receiving final payment, the Contractor shall properly sign and submit a Release of Claims (Form DI-137, provided by the Contracting Officer), releasing all claims against the United States arising from this contract, except those specifically noted. Refer to Section I of the contract.

PART 4. PROJECT CONTACTS

4.1. Site Related and Access Questions shall be directed to:

TBD.

4.2. Technical or Project Related Questions shall be directed to:

TBD

END OF STATEMENT OF WORK