**SOLICITATION, OFFER, AND AWARD**

(Construction, Alteration, or Repair)

**SOLICITATION NO.**

693JF719B000003

**DATE ISSUED**

1

**PAGES**

29

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**IMPORTANT** -- The "offer" section on the reverse must be fully completed by offeror.

**ISSUED BY**

USMERCHANT MARINE ACADEMY

div. of procurement

USMMA-5206

300 Steamboat Road

Kings Point NY 11024-1699

**7. ISSUED BY CODE**

MARAD-00095

**8. ADDRESS OFFER TO**

USMERCHANT MARINE ACADEMY

procure

div. of procurement

USMMA-5206

300 Steamboat Road

Kings Point NY 11024-1699

**9. FOR INFORMATION CALL**

a. NAME

Judy Bowers

b. TELEPHONE NO. (Include area code) (NO COLLECT CALLS)

202-366-1913

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

**10. THE GOVERNMENT REQUIRES PERFORMANCE OF THE WORK DESCRIBED IN THESE DOCUMENTS**

This is a solicitation notice pursuant to FAR 36.213-3 announcement for the Department of Transportation/Maritime Administration/United States Merchant Marine Academy (USMMA). This solicitation is for the U.S. Merchant Marine Memorial Chapel, replacement of all the leaders, the painting of the entrance and steeple, the replacement of the steeple roofs and the repair of the globe in the steeple. This project also includes the asbestos abatement of zero deck and the replacement of all the ceilings and floors, located at the USMMA, 300 Steamboat Road, Kings Point, NY 11024 (Nassau County).

The Government intends to award a Firm-Fixed Price contract.

This announcement is a Total Small Business set-aside in accordance with Federal Acquisition Regulation (FAR) 52.219-6.

The North American Industry Classification System (NAICS) code for this project is 236220 ¿ Commercial and Institution Building Construction; The Business Size Standard is $36,500,000.00 in average annual receipts for the last three years. In accordance with FAR 36.204, the magnitude of this construction project is between $475,000.00 and $525,000.00. The government intends to award a Firm Fixed Price Contract.

Continued ...

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11. The Contractor shall begin performance ______ calendar days and complete it within ______ calendar days after receiving award, notice to proceed. The performance period is ______ mandatory ______ negotiable. (See ______)

12a. THE CONTRACTOR MUST FURNISH ANY REQUIRED PERFORMANCE AND PAYMENT BONDS?

YES ______ NO ______ (If "YES", indicate within how many calendar days after award in Item 12b.)

12b. CALENDAR DAYS

10

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13. ADDITIONAL SOLICITATION REQUIREMENTS:

a. Sealed offers in original and copies to perform the work required are due at the place specified in Item 8 by ______ (date). If this is a sealed bid solicitation, offers will be publicly opened at that time. Sealed envelopes containing offers shall be marked to show the offeror’s name and address, the solicitation number, and the date and time offers are due.

b. An offer guarantee ______ is, ______ is not required.

c. All offers are subject to the (1) work requirements, and (2) other provisions and clauses incorporated in the solicitation in full text or by reference.

d. Offers providing less than ______ calendar days for Government acceptance after the date offers are due will not be considered and will be rejected.
17. The offeror agrees to perform the work required at the prices specified below in strict accordance with the terms of this solicitation, if this offer is accepted by the Government in writing within ________________ calendar days after the date offers are due. (Insert any number equal to or greater than the minimum requirement stated in item 13d. Failure to insert any number means the offeror accepts the minimum in item 13d.)

18. The offeror agrees to furnish any required performance and payment bonds.

19. ACKNOWLEDGEMENT OF AMENDMENTS
(The offeror acknowledges receipt of amendments to the solicitation -- give number and date of each)

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<tr>
<th>AMENDMENT NO.</th>
<th>DATE</th>
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20a. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)  
20b. SIGNATURE  
20c. OFFER DATE

AWARD (To be completed by Government)

21. ITEMS ACCEPTED:

Continued...

22. AMOUNT  
23. ACCOUNTING AND APPROPRIATION DATA

24. SUBMIT INVOICES TO ADDRESS SHOWN IN  
(4 copies unless otherwise specified)

25. OTHER THAN FULL AND OPEN COMPETITION PURSUANT TO  
☐ 10 U.S.C. 2304(c)  
☐ 41 U.S.C. 253(c)  

26. ADMINISTERED BY  
CODE MARAD-MAR-380

27. PAYMENT WILL BE MADE BY

OFC OF ACQUISITION  
US DOTMARITIME ADMINISTRATION  
1200 NEW JERSEY AVENUE SE  
WASHINGTON DC 20590-0001

CONTRACTING OFFICER WILL COMPLETE ITEM 28 OR 29 AS APPLICABLE

☐ 28. NEGOTIATED AGREEMENT  
(Contractor is required to sign this document and return __ copies to issuing office.)  
Contractor agrees to furnish and deliver all items or perform all work requirements identified on this form and any continuation sheets for the consideration stated in this contract. The rights and obligations of the parties to this contract shall be governed by (a) this contract award, (b) the solicitation, and (c) the clauses, representations,

☐ 29. AWARD  
(Contractor is not required to sign this document.)

Your offer on this solicitation is hereby accepted as to the items listed. This award consummates the contract, which consists of (a) the Government solicitation and your offer, and (b) this contract award. No further contractual document is necessary.

30a. NAME AND TITLE OF CONTRACTOR OR PERSON AUTHORIZED TO SIGN (Type or print)  
30b. SIGNATURE  
30c. DATE

31a. NAME OF CONTRACTING OFFICER (Type or print)  
Judy Bowers

31b. UNITED STATES OF AMERICA  
31c. DATE

BY  

STANDARD FORM 1442 (REV. 4-85) BACK
Period of Performance: Work is to be completed within 45 days after Notice-to-Proceed (NTP) is issued to the awardee.

NOTE 1: All prospective contractors must be registered in the System for Award Management (SAM) database at http://www.sam.gov/ before award of contract; failure to register in the SAM database will cause your firm to be ineligible for an award.

Site Visits are scheduled as follows:

Thursday, May 2, 2019 at 10:30am
Tuesday, May 14, 2019 at 10:30am

Contact Richard Ronde, Jr. at ronder@usmma.edu and judy.bowers@dot.gov, if you intend on attending the site visit.

Proposals are due on Wednesday, May 29, 2019, at 12:00 pm, Eastern Standard Time, via mail to:

Judy Bowers
Sr. Contracting Officer
DOT-Maritime Administration, MAR-380
1200 New Jersey Avenue, SE, W26-418
Washington, DC 20590

Contracting Officer:
Judy Bowers, Lead Contracting Officer
EM: judy.bowers@dot.gov
Delivery: 45 Days After Award
FOB: Destination

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<tr>
<th>ITEM NO.</th>
<th>SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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<td>00001</td>
<td>Chapel Repairs</td>
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SECTION A - Solicitation/Contract Form (Continues)

The Maritime Administration (MARAD) will furnish the offeror with the following materials in the Solicitation on FBO:
1) Existing Drawings;
2) Masonary Cleaning,
3) Pictures and
4) Labor Rates.

SECTION B – Schedule of Services/Prices

This is a Firm Fixed Price contract. The anticipated contract will not have any Optional Item or Option Year Period. The Prevailing Construction Labor Categories, the Labor Rates, and the Total Contract Price is an attachment in the solicitation.

The Proposed Total Contract Price is: $

SECTION C - Description/Specifications

Statement of Work

C.1. BACKGROUND

The United States Merchant Martine Academy (USMMA) is an agency of the Maritime Administration (MARAD) managed by the United States Department of Transportation.

The USMMA is listed on the National Register of Historic Places. Therefore, all work shall be consistent with the Secretary of the Interior's Standards for the Treatment of Historic Properties (36 CFR part 68)

All work shall meet or exceed the standards provided in the Secretary of the Interior’s Standards for Rehabilitation and guidelines for applying the standards published by the National Park Service, U.S. Department of the Interior 36 CFR 67.7 - Standards for rehabilitation.
OBJECTIVE

The USMMA seeks the following repairs to the U.S. Merchant Marine Memorial Chapel, replacement of all the leaders, the painting of the entrance and steeple, the replacement of the steeple roofs and the repair of the globe in the steeple. This project also includes the asbestos abatement of zero deck and the replacement of all the ceilings and floors.

SCOPE

The USMMA is looking for a qualified, licensed and insured contractor to provide labor, materials, transportation, tools, equipment and supervision to perform the following repairs on the U.S. Merchant Marine Memorial Chapel. The selected contractor shall be responsible for completing the following tasks:

• Contractor is responsible for confirming all measurements and quantities before bidding on this project.
• Contractor shall provide a reference list with phone numbers that includes at least two (2) projects of similar size and scope. Before and after pictures can also help to document/support contractor’s experience in such projects.
• Contractor’s bid shall include a line item for each task and a break-down for labor, material, equipment, etc. The proposal shall include dimensions, square footage, material and labor costs for each room/area.
• Contractor shall include with proposal a Bill of Materials with manufacturer’s specifications and installation instructions
• Prior to commencing work, contractor shall submit, samples for approval by COR/engineer.
• Contractor shall provide a tentative schedule with their bid.
• Primary Contractor shall have a supervisor onsite to supervise all subcontractors, at all times.
• Contractor shall remove all containers, surplus materials, equipment, and debris and leave the site in a clean and orderly condition acceptable to the COR. Contractor shall submit a written waste management plan prior to contract award that includes at a minimum all of the following elements (a) name of onsite waste manager(s) for the duration of the project (b) photocopies of permits, licenses, and insurance for the Contractor, all Subcontractors, recycling facilities, Temporary Storage Disposal Facilities (TSDF); (c) photocopies of DOT permits and licenses of all transportation of hazardous and non-hazardous waste generated from project (d) management plan for lead waste in accordance with established Federal, State and Local guidelines, including Toxicity Characteristic Leaching Procedure (TCLP) analysis for lead or other heavy metal waste to properly characterize the waste as RCRA hazardous waste and copies of licenses and permits for all workers involved in removal of lead or other heavy metal waste and identity of the laboratory performing the TCLP analysis (e) management plan for asbestos wastes in accordance with established Federal, State and Local guidelines, including TEM and/or PCM laboratory analysis for
asbestos-containing materials and potentially asbestos containing materials to properly characterize the waste as asbestos and copies of licenses and permits for all workers involved in removal of asbestos-containing waste and identity of the laboratory performing the TEM and/or PCM analysis.

- **Waste labeling requirements** - Contractor shall ensure all containers and drums used to collect hazardous waste meet all of the following EPA labeling requirements: (a) hazardous waste containers have a label with WHITE background and RED LETTERING reading “HAZARDOUS WASTE” on it with the identity of the waste clearly written; (b) hazardous waste labels will have a date on it in mm/dd/yyyy format the day the waste container become full.

- **Selection of Green or Environmentally Preferable Materials**: Contractor shall give preference to Construction Materials and other goods integral to the project that meet Environmental Protection Agency (EPA) recycled content standards. Note: As per the Solid Waste Disposal Act, Section (c)(1) “Requirements”, a decision not to procure these items can be made on the basis of (a) unavailability of items; (b) item doesn’t meet performance requirements for its intended use or (c) unreasonable price of items. Contractor shall provide a 20 year warranty for the roof, a 30 year warranty on the painting and a 5 year warranty for all the other work.

- **Contractor shall be aware of the presence of hazardous materials**, specifically lead-based paint and asbestos at the U.S. Merchant Marine Memorial Chapel. It is the responsibility of the contractor to take appropriate measures in accordance with all local, state, and federal environmental and occupational safety and health laws and regulations.

- **The base coats of the Chapel entrance and steeple contain lead**. Consequently, all painters on this project must be lead certified in EPA Renovation, Repair, and Painting (RRP).

- **The flooring tile, adhesive and pipe insulation in the Chapel Zero Deck contains asbestos**. All asbestos abatement work shall be performed by personnel holding current New York State Department of Labor (NYSDOL) asbestos handler’s certificates. Additionally, the Contractor must employ NYSDOL certified supervisors to be on the work site for all abatement activities. All licenses are to be readily available for verification by USMMA. The same contractor/subcontractor shall also prepare the floor for the installation of the new Terrazzo Look tiles. Contractor shall abide by all local, state and federal guidelines.

- **Other building materials may also contain asbestos.**

**CHAPEL ENTRANCE**

- Contractor shall prep, prime and paint with all exterior wooden surfaces of the four (4) pillars/columns, all the way to the top. Each pilar/column is approximately 33”
x 33” x 32’ high.

- Contractor shall prep, prime and paint the entire front gable wall of the chapel, all the way up to the peak, including the doors, the windows and the exterior entrance ceiling.
- Contractor shall use a base coat of Vinyl Pro-Prime by American Coating Products or approved equivalent.
- Contractor shall use a finish coat of Liquid Vinyl Siding by American Coating Products or approved equivalent.
- Contractor shall replace, in-kind, all weather damaged wood. An allowance of $1,500 shall be made for this purpose.
- Contractor shall fill all cracks and gaps with Sikaflex 1A Polyurethane Premium Grade High Performance Elastomeric Sealant or approved equal.
- All wooden surfaces shall receive one primer and at least one finish coat.

**EXTERIOR BRICK REPLACEMENT AND POINTING**

Contractor shall replace a 30’ x 3’ section of loose/cracked bricks on the side of the Chapel closest to the water. See attached picture and repair detail drawings, Flashing at Water Table, Brick Masonry Crack Repair, Brick Masonry at Basement Wall, and Brick Masonry Reconstruction.

Contractor shall match the existing bricks and blend the new bricks in with the old. **Contractor shall obtain written approval for the new bricks and mortar before beginning the repair work.** The selected contractor will be responsible for the following:

- Testing a minimum of three mortar samples from the building in order to determine the composition of the original mortar.
- Before commencing work, Contractor shall provide a mockup sample to show that they are able to match the size, texture, gradation, and tooling methods of the original mortar.
- Clean the specified area per the Specification Section 04071702 Historic Masonry Cleaning.
- Repoint the specified area per Specification Section 040701 Historic Masonry Repointing.

**LEADERS**

Contractor shall replace-in-kind all the leaders (5”x4”) on the chapel. There are nine leaders that range in length from 30’ to 40’. There is an additional leader on the second floor that is approximately 12’. The material of construction shall be lead coated copper.

- Contractor shall remove each leader and install a new one including the leaderhead. The leaders shall be exact duplicates of the original leaders. The leaderheads, including bird screens, shall be 20 oz lead coated copper and the leaders shall be 16 oz lead coated copper. All seams in the leader and leaderhead shall be soldered See attached drawings Leader 1 and Leader 2.
- Contractor shall follow manufacturer’s recommendations and insure that there are no leaks.
- Contractor shall secure the leader to the building every 7 to 10 feet using 2” wide 20 oz lead coated copper downspout hangers at 10” o.c. Secure hangers to masonry with brass screws L= 1 ½” long in lead shield and brass washers.
- Install a Leaf Catcher, made of the same materials, at the base of every leader. See attached picture.

**STEPPLE ROOF**

Replace the roofs on all four (4) balconies of the steeple. Each balcony is approximately 12’ x 2.5’ and the parapet walls are about 3ft high. Also, replace the roof where the globe sits. This area is approximately 12’ x 12’ and the parapet wall are approximately 3ft high.

- Complete demo and removal of existing roof. Existing shall be removed down to the slab/plywood sheathing. Contractor shall be responsible (including cost) for disposing of all the associated debris in accordance with all local, state and federal regulations.
- The Contractor shall comply with all regulation concerning OSHA fall protection.
- Install Tapered and or Flat JohnsManville ENRGY 3 Polyisocyanurate Roof Insulation or approved equivalent using Two Part Urethane Insulation adhesive.
- Install a 1/4” JohnsManville Invinsa Cover Board or approved equivalent using two Part Urethane Insulation adhesive.
- Fully adhere a JohnsManville 60 Mil EPDM or approved equivalent using LOW VOC Bonding Adhesive.
- Install 6” Seam Tape at all seams.
- Install RTS (reinforced termination strip) Strip with tape at all base flashing areas.
- Install JM Termination Bar or approved equivalent at all base flashing areas.
- Make sure you have 8” Clearance from finished roof to bottom of Term Bars or flashings.
- Install Johns Manville Presto Tite Edge Metal, JM Presto Lock Coping or approved equivalent.

**CHAPEL GUTTER**

Chapel gutter shall be sealed with EPD using the same process as above. See Detail of Gutter at Eave and Gable Flashing at Slate Roof drawings for reference.

**STEPPLE PAINTING**

Contractor shall prep, prime and paint all exterior wooden surfaces of the steeple all the way to the top, right below the steeple’s copper dome.
- Contractor shall use a base coat of Vinyl Pro-Prime by American Coating Products or approved equivalent.
- Contractor shall use a finish coat of Liquid Vinyl Siding by American Coating Products or approved equivalent.
• Contractor shall replace, in-kind, all weather damaged wood. An allowance of $1,500 shall be made for this purpose.
• Contractor shall fill all cracks and gaps with Sikaflex 1A Polyurethane Premium Grade High Performance Elastomeric Sealant or approved equal.

GLOBE REPAIR
Contractor shall repair globe and reseat it on its base.
• Contractor shall replace the broken plexi-glass inside the globe.
• The broken/bent spindle shall be replaced with a solid 304 SS rod that extends through the globe. Alternatively, with prior approval, a new copper spindle may be reinforced on the inside with a 304 SS rod. If different metals are used they shall be insulated from each other using an approved insulating paint or gasket.
• Contractor shall re-install the globe on its base and make sure that it is secure. See original Pitch Pocket at Globe Support Drawing.
• Contractor shall secure the guy wire stabilizer ring to the top end of the pipe and tighten the turnbuckle to prevent any excess movement of the globe. The pipe shall extend approximately 18” beyond the stabilizer ring.
• Contractor shall reconnect/repair the lighting for the globe.
• Contractor shall provide a separate line item for all this work on their quote.

ASBESTOS ABATEMENT
Remove all asbestos from the Chapel Basement including but not limited to the flooring and pipes in the plenum space above the drop ceiling. The Contractor shall be responsible for removal and disposal of all waste (including asbestos-containing materials and asbestos-contaminated materials) in accordance with all federal, state, and local regulations.
The Contractor is responsible for the following:
1. Coordinating an asbestos abatement of all piping (including steam) above the ceiling of the entire zero deck of the USMMA Memorial Chapel. For the purposes of this bid, Contractor is to assume that there are 200 linear feet of 2” asbestos covered pipe and approximately 6000 sq. ft. of asbestos tiles. Contractor shall provide a unit price for the removal of additional asbestos. Contractor is responsible for verification of all quantities of asbestos-containing materials.
   a. Abatement and disposal of asbestos shall be in accordance with all federal, state and local laws and regulations.
   b. The project shall be filed as a large project with the NYSDOL and USEPA.
   c. Identify configuration of critical barriers or isolation methods.
   d. Identify location/configuration of decontamination areas, including equipment room, shower and clean change room.
   e. Post prominent caution signs as required by federal and state laws and regulations immediately outside affected areas.
   f. Secure and tag out ventilation systems in the work areas, blank systems to prevent contamination in other areas.
   g. Identify removal routes to avoid asbestos contamination along those routes.
and obtain COR approval prior to proceeding.
h. Maintain written substantiation of the credentials of the Qualified Person.
i. A Qualified Person shall monitor work practices, maintain daily logs, conduct on-site inspections, set up regulated areas, be capable of specifying the necessary protection and precautions to be taken when working with asbestos. The qualified person shall have successfully completed an initial EPA or state approved 40-hour Asbestos Supervisor’s Course and annual refreshers.
j. Provide copies of current licenses for all asbestos workers.
k. Provide completed manifests for asbestos disposal.
l. Provide copies of all federal, state and local notifications.

3. Replace asbestos insulation with fiberglass pipe insulation. The insulation shall be made of heavy density, resin bonded, glass fibers, wrapped with white all-service jacketing and self-sealing lap. The manufacturer shall be OwensCorning, JohnsManville or approved equivalent.

4. Remove existing acoustical ceiling tile panels and grid system in the hallway.
5. Remove ceiling by the two offices adjacent to the stairwell under the Altar.

6. Remove of existing light fixtures in the hallway. Provide temporary lighting.

7. Installation of new acoustical ceiling tile system. Panels will be 24”x 24”, USG Fissured Basic Acoustical Tile #506, or equivalent. Grid will be USG DX/DXL profile, or equivalent.

8. Installation of new lighting in the hallways, chapels and offices as detailed below.

**CHAPEL ZERO DECK FLOORING**

After the asbestos abatement has been performed, Contractor shall install new flooring throughout the entire Zero Deck except for the mechanical room, the bathrooms and the janitor’s closet and the Organist’s Office. Contractor shall be responsible for a turkey project.

- Terrazzo Look Tiles shall be installed in following areas: Catholic Chapel, Protestant Chapel, Jewish Chapel, all the hallways, and offices. These areas shall be covered with Titlebar’s Rizo Cenere 24x24 Terrazzo Look Porcelain Tiles or approved equivalent. All areas will also be bordered with Titlebar’s Base Molding Halley Gray Marble Liner or approved equivalent. Total area is approximately 5300 sq ft
- Contractor shall remove the pews from all two of the Chapels, (Catholic and Jewish) and re-install them after all the work has been completed. The pews in the Protestant Chapel shall be remove by the Contractor and put in a storage location. The storage location shall be determined at a future date.
- The small wooden stage (approximately 7’x7’) in the Protestant Chapel shall be
dismantled but not replaced.

- Contractor shall preserve the area for the insert walk off mat in each of the two Zero Deck foyers.
- The flooring in the Newman Club Chapel Choir Room (approximately 550 sq ft) shall be replaced with CorkCore LVT – Hemlock or approved equivalent. Base molding shall be House of Fara 5/8 in. x 4 in. Hardwood Base Moulding or approved equivalent.
- Before ordering materials and starting the project, Contractor shall submit a design sketch for all the areas showing the proposed layout of the tiles/wood flooring and molding.
- The tiles and base molding shall be installed in accordance with the manufacturer’s instructions and industry best practices.
- The rug covered ramp, between the Chaplain’s Office and the Catholic and Protestant Chapels, shall be replaced with a 4000 psi concrete one, reinforced with ½” rebar (size 4), 12” oc. Contractor shall remove the existing concrete down approximately 4” -8” in order to make a smooth transition for the new ramp. An expansion joint shall be installed wherever there is a change in plane of the concrete/tile work. The new ramp shall then be finished with Terrazzo Look Tiles.
- Contractor is responsible for adjusting the doors to compensate for the new floor height.
- Contractor shall install saddles/transition pieces as needed.

**LIGHTING**

All new lighting shall be LED Flat Panel Lighting. In each Chapel, Contractor shall be responsible for all the wiring including LED compatible low voltage dimmers (because it is 0-10v dimming) and a low voltage wire attached to each fixture in series.

**Summary of Light Fixtures**

- Chaplain Hallway – Nine (9) 2x2 Troffer Lights
- Chaplain’s Office – Two (2) 2x4 Troffer Lights
- Office Opposite Chaplain’s – Two (2) 2x4 Troffer Lights
- Two Small Offices Adjacent to the Stained-Glass Wall – Four (4) 2x4 Toffer Lights (total).
- Newman Club Chapel Choir Room – Four (4) 2x4 Toffer Lights
- Protestant Chapel – Eight (8) 2x2 Toffer Lights and 3 Eyeball Lights
- Catholic Chapel – Eight (8) 2x2 Toffer Lights and 3 Eyeball Lights
- Jewish Chapel – Four (4) 2x2 Toffer Lights and 3 Eyeball Lights
- Hallway under the Altar – Eight (8) 2x2 Toffer Lights
- Two Offices under the Altar – Four (4) 2x4 Toffer Lights.

- The round/square lights in the Catholic Chapel, Protestant Chapel, Jewish Chapel and hallways shall be replaced with Superior Lighting LED Flat Panel 2X2 - 35 Watt
- 4000K - Dimmable - For Standard Drop Ceilings (Model# MLFP22EP4041) or approved equivalent.

- The lights in the offices shall be Superior Lighting LED Flat Panel 2X4 - 50 Watt - 4000K - Dimmable - For Standard Drop Ceilings (Model# MLFP24EP5041) or approved equivalent. **For all three chapels, Contractor shall be responsible for adding led compatible low voltage dimmers (because it is 0-10v dimming) and a low voltage wire attached to each fixture in series.**

- The three eyeball lights in the front of each of the chapels shall be replaced with 6” Brushed Nickel Integrated LED Recessed Trim. The model number shall be Progress Lighting #P8076-09-30K or approved equivalent. **Contractor shall be responsible for adding led compatible low voltage dimmers (because it is 0-10v dimming) and a low voltage wire attached to each fixture in series.**

The contractor shall be aware of the potential presence of hazardous materials, specifically lead-based paint and asbestos, in any buildings located at the USMMA. It is the responsibility of the contractor to take appropriate measures in accordance with all local, state, and federal environmental and occupational safety and health laws and regulations.

**LIST OF DETAIL DRAWINGS**

- Brick Masonry Crack Repair
- Brick Masonry at Basement Wall
- Brick Masonry Reconstruction
- Flashing at Water Table
- Leader 1
- Leader 2
- Leader Fastener (at least every 7-10 feet)
- Flashing at Base of Column
- Pitch Pocket at Globe Support
- Gable Flashing at Slate Roof
- Detail of Gutter at Eave

**DELIVERY**

1. The contractor shall furnish all labor and material, transportation and supervision in the performance of all tasks detailed in this statement of work.

2. The Contractor will ensure all materials and parts are compatible with the specific unit specified in this statement of work.

3. Contractor shall ensure that all systems will be checked, tested and started.

4. All work is to conform to federal, state and local building regulations and codes.

5. Maintain a work area compliant with safety standards.
6. Area worked on shall be cleaned and secured on a daily basis.

7. Any damage to existing facilities or appurtenances shall be repaired or replaced in kind, by the contractor at no additional cost to the Government.

8. Examine existing conditions prior to any repair activities, a site visit will be scheduled to inspect the site where services are to be performed.

9. Excess material and debris shall be disposed of in accordance with local and state ordinances.

10. No vehicles shall be driven on the sidewalks or grass. Unless granted specific exception due to site access limitations. Repair of landscape, if any, will be the sole responsibility of the contractor.

11. Make every effort to minimize the impact to the daily routine of the Academy.

12. Contractors shall be licensed, bonded and insured as mandated by federal, state and local municipal regulations.

CLOSE OUT:

The contractor shall provide a signed 5-year warranty of any damage, defective material and improper workmanship on any material provided in this contract.

Materials and labor to be warranted for a minimum of one year after completion of installation, and equipment to be warranted per manufacturer.

GOVERNMENT FURNISHED PROPERTY, MATERIAL, EQUIPMENT OR INFORMATION.

N/A

CONSIDERATIONS

• Submit schedule seven (7) days in advance of work to be accomplished for approval.
• Submit schedule showing area to be worked on, dates of work, and estimated timeline for completion of the task(s).
• Maintain communication with the COR (and immediately inform the COR of any unforeseen issues or problems that arise).
• Inform COR of any anticipated disruption in services for construction at least three (3) days in advance

PLACE OF PERFORMANCE
Contractor will perform the task at U.S. Merchant Marine Chapel, USMMA, 300 Steamboat Road, Kings Point, N.Y. 11024

PERIOD OF PERFORMANCE

Work is to be completed within 45 calendar days after NTP is approved. Work is to be performed during normal business hours 0700 to 1630, Monday through Friday unless approval is granted by the Contracting Officer.

ACCRONYMS

ANSI  American National Standards Institute
ASME  (Formally known as) American Society of Mechanical Engineers
ASHRAE  American Society of Heating Refrigeration and Air Conditioning Engineers
CFR  Code of Federal Regulations
COR  Contract Officer Representative
EPA  The United States Environmental Protection Agency
IEEE  The Institute of Electrical and Electronics Engineers
MARAD  United States Maritime Administration
NEC  National Electrical Code ANSI/NFPA 70
NEMA  National Electrical Manufacturers Association
NFPA  National Fire Protection Association
NTP  Notice to Proceed
TBD  To Be Determined
USMMA  United States Merchant Marine Academy

SECTION D - Packaging and Marking

N/A

SECTION E - Inspection and Acceptance

E.3 Contracting Officer’s Representative.

a. The Contracting Officer’s Representative (COR) is responsible for the technical aspects of the project. The COR is also responsible for the final inspection and acceptance of all reports, and such other responsibilities as may be specified in the contract.
b. The COR is not authorized to make any commitments or otherwise obligate the Government or authorize any changes to the Contracting Officer directly or through the COR. No such changes shall be made without the express prior authorization of the Contracting Officer. The COR may designate assistants in writing and transmit a copy of such designation through the Contracting Officer to the offeror.

c. The COR for this contract will be Mr. Richard Ronde, Jr..

d. The COR may be changed by the Contracting Officer at any time, but notification of the change, including the name and address of the successor COR will be promptly provided to the offeror by the Contracting Officer in writing.
SECTION F - Deliveries or Performance

The period of performance will is forty-five days from the issuance of the “Notice to Proceed”. The Notice of Proceed will be issued after the 100% performance bond has been received to the Contracting Officer.

SECTION G - Contract Administration Data

G.1. Address for Invoices

Invoices should be mailed to the following e-mail address: MARADInvoices@faa.gov

G.2. Administrative Contracting Officer

The Administrative Contracting Officer of this contract is: Judy Bowers.

SECTION H - Special Contract Requirements

None

SECTION I - Contract Clauses

CLAUSES INCORPORATED BY REFERENCE

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 and https://acquisition.gov/far/

52.202-1 Definitions NOV 2013
52.203-3 Gratuities APR 1984
52.203-5 Covenant Against Contingent Fees MAY 2014
52.203-6 Restrictions On Subcontractor Sales To The Government SEP 2006
52.203-7 Anti-Kickback Procedures MAY 2014
52.203-8 Cancellation, Rescission, and Recovery of Funds for Illegal or Improper Activity MAY 2014
52.203-10 Price or Fee Adjustment for Illegal or Improper Activity MAY 2014
52.203-12 Limitation On Payments to Influence Certain Federal Transactions OCT 2010
52.204-4 Printed or Copied Double-Sided on Postconsumer Fiber Content Paper MAY 2011
52.204-7 System for Award Management JUL 2013
52.204-9 Personal Identity Verification of Contractor Personnel JAN 2011
52.204-10 Reporting Executive Compensation and First-Tier Subcontract Awards JUL 2013
52.209-6 Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment AUG 2013
52.209-9 Updates of Publicly Available Information Regarding Responsibility Matters FEB 2012
52.211-13 Time Extensions SEP 2000
52.211-18 Variation in Estimated Quantity APR 1984 52.214-26 Audit and Records-Sealed Bidding OCT 2010
52.214-27 Price Reduction for Defective Certified Cost or Pricing Data -Modifications -Sealed Bidding AUG 2011
52.214-28 Subcontracting Certified Cost or Pricing Data--Modifications--Sealed Bidding OCT 2010
52.219-6 Notice of Total Small Business Set-Aside OCT 2014
52.219-8 Utilization of Small Business Concerns JAN 2011
52.222-3 Convict Labor JUN 2003
52.222-5 Construction Wage Rate Requirements—Secondary Site of the Work MAY 2014
52.222-6 Construction Wage Rate Requirements MAY 2014
52.222-7 Withholding of Funds MAY 2014
52.222-8 Payrolls and Basic Records MAY 2014
52.222-9 Apprentices and Trainees JUL 2005
52.222-10 Compliance with Copeland Act Requirements FEB 1988
52.222-11 Subcontracts (Labor Standards) MAY 2014
52.222-12 Contract Termination-Debarment MAY 2014
52.222-13 Compliance with Construction Wage Rate Requirements and Related Regulations MAY 2014
52.222-14 Disputes Concerning Labor Standards FEB 1988
52.222-15 Certification of Eligibility MAY 2014
52.222-26 Equal Opportunity MAR 2007
52.222-27 Affirmative Action Compliance Requirements for Construction FEB 1999
52.222-35 Equal Opportunity for Veterans JULY 2014
52.222-36 Affirmative Action for Workers with Disabilities JULY 2014
52.222-37 Employment Reports on Veterans JULY 2014
52.222-50 Combating Trafficking in Persons FEB 2009
52.222-54 Employment Eligibility Verification AUG 2013
52.223-3 Hazardous Material Identification and Material Safety Data JAN 1997
52.223-5 Pollution Prevention and Right-to-Know Information MAY 2011
52.223-6 Drug-Free Workplace MAY 2001
52.223-11 Ozone-Depleting Substances MAY 2001
52.223-18 Encouraging Contractor Policies to Ban Text Messaging While Driving AUG 2011
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<th>Document No.</th>
<th>Document Title</th>
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<td>Chapel Repairs</td>
<td>18</td>
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52.225-13 Restrictions on Certain Foreign Purchases JUN 2008
52.227-4 Patent Indemnity-Construction Contracts DEC 2007
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 JAN 2012
52.228-12 Prospective Subcontractor Requests for Bonds MAY 2014
52.228-14 Irrevocable Letter of Credit NOV 2014
52.228-15 Performance and Payment Bonds--Construction OCT 2010
52.229-3 Federal, State and Local Taxes FEB 2013
52.232-5 Payments under Fixed-Price Construction Contracts MAY 2014
52.232-17 Interest MAY 2014
52.232-23 Assignment of Claims MAY 2014
52.232-27 Prompt Payment for Construction Contracts MAY 2014
52.232-33 Payment by Electronic Funds Transfer--System for Award Management JUL 2013
52.233-1 Disputes MAY 2014
52.233-3 Protest After Award AUG 1996
52.233-4 Applicable Law for Breach of Contract Claim OCT 2004
52.236-2 Differing Site Conditions APR 1984
52.236-3 Site Investigation and Conditions Affecting the Work APR 1984
52.236-5 Material and Workmanship APR 1984
52.236-6 Superintendence by the Contractor APR 1984
52.236-7 Permits and Responsibilities NOV 1991
52.236-8 Other Contracts APR 1984
52.236-9 Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements APR 1984
52.236-10 Operations and Storage Areas APR 1984
52.236-11 Use and Possession Prior to Completion APR 1984
52.236-12 Cleaning Up APR 1984
52.236-13 Accident Prevention (Nov 1991) - NOV 1991
52.236-14 Availability and Use of Utility Services APR 1984
52.236-15 Schedules for Construction Contracts APR 1984
52.236-17 Layout of Work APR 1984
52.236-21 Specifications and Drawings for Construction FEB 1997
52.236-26 Preconstruction Conference FEB 1995
52.236-28 Preparation of Proposals--Construction OCT 1997
52.242-13 Bankruptcy JUL 1995
52.242-14 Suspension of Work APR 1984
52.244-6 Subcontracts for Commercial Items OCT 2014
52.246-12 Inspection of Construction AUG 1996
52.246-21 Warranty of Construction MAR 1994
52.249-2 Termination for Convenience of the Government (Fixed-Price) APR 2012
52.249-10 Default (Fixed-Price Construction) APR 1984
52.253-1 Computer Generated Forms JAN 1991
| TAR 1252.223-71 Accident and fire reporting (APR 2005)
| TAR 1252.223-73 Seat belt use policies and programs (APR 2005)
TAR 1252.228-73 Notification of Miller Act payment bond protection (APR 2005)
TAR 1252.242-73 Contracting officer's technical representative (OCT 1994)

CLAUSES INCORPORATED BY FULL TEXT

52.211-10 -- COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK (APR 1984)

The Contractor shall be required to

(a) commence work under this contract within 10 calendar days after the date the Contractor receives the notice to proceed,

(b) prosecute the work diligently, and

(c) complete the entire work ready for use not later than 140 days.

The time stated for completion shall include final cleanup of the premises.

(End of Clause) 52.211-12 LIQUIDATED DAMAGES--CONSTRUCTION (SEP 2000)

(a) If the Contractor fails to complete the work within the time specified in the contract, the Contractor shall pay liquidated damages to the Government in the amount of $300.00 for each calendar day of delay until the work is completed or accepted.

(b) If the Government terminates the Contractor's right to proceed, liquidated damages will continue to accrue until the work is completed. These liquidated damages are in addition to excess costs of repurchase under the Termination clause.

(End of clause)

52.225-9 -- Buy American–Construction Materials (May 2014)

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

“Commercially available off-the-shelf (COTS) item”—

(1) Means any item of supply (including construction material) that is—
(i) A commercial item (as defined in paragraph (1) of the definition at FAR 2.101);

(ii) Sold in substantial quantities in the commercial marketplace; and

(iii) Offered to the Government, under a contract or subcontract at any tier, without modification, in the same form in which it is sold in the commercial marketplace; and

(2) Does not include bulk cargo, as defined in 46 U.S.C. 40102(4), such as agricultural products and petroleum products.

“Component” means an article, material, or supply incorporated directly into a construction material.

“Construction material” means an article, material, or supply brought to the construction site by the Contractor or a subcontractor for incorporation into the building or work. The term also includes an item brought to the site preassembled from articles, materials, or supplies. However, emergency life safety systems, such as emergency lighting, fire alarm, and audio evacuation systems, that are discrete systems incorporated into a public building or work and that are produced as complete systems, are evaluated as a single and distinct construction material regardless of when or how the individual parts or components of those systems are delivered to the construction site. Materials purchased directly by the Government are supplies, not construction material.

“Cost of components” means--

(1) For components purchased by the Contractor, the acquisition cost, including transportation costs to the place of incorporation into the construction material (whether or not such costs are paid to a domestic firm), and any applicable duty (whether or not a duty-free entry certificate is issued); or

(2) For components manufactured by the Contractor, all costs associated with the manufacture of the component, including transportation costs as described in paragraph (1) of this definition, plus allocable overhead costs, but excluding profit. Cost of components does not include any costs associated with the manufacture of the construction material.

“Domestic construction material” means—

(1) An unmanufactured construction material mined or produced in the United States;

(2) A construction material manufactured in the United States, if—
(i) The cost of its components mined, produced, or manufactured in the United States exceeds 50 percent of the cost of all its components. Components of foreign origin of the same class or kind for which non-availability determinations have been made are treated as domestic; or

(ii) The construction material is a COTS item.

“Foreign construction material” means a construction material other than a domestic construction material.

“United States” means the 50 States, the District of Columbia, and outlying areas.

(b) Domestic preference.

(1) This clause implements the 41 U.S.C. chapter 83, Buy American, by providing a preference for domestic construction material. In accordance with 41 U.S.C. 1907, the component test of the Buy American statute is waived for construction material that is a COTS item. (See FAR 12.505(a)(2)). The Contractor shall use only domestic construction material in performing this contract, except as provided in paragraphs (b)(2) and (b)(3) of this clause.

(2) This requirement does not apply to information technology that is a commercial item or to the construction materials or components listed by the Government as follows: [Contracting Officer to list applicable excepted materials or indicate “none”]

(3) The Contracting Officer may add other foreign construction material to the list in paragraph (b)(2) of this clause if the Government determines that

   (i) The cost of domestic construction material would be unreasonable. The cost of a particular domestic construction material subject to the requirements of the Buy American statute is unreasonable when the cost of such material exceeds the cost of foreign material by more than 6 percent;

   (ii) The application of the restriction of the Buy American statute to a particular construction material would be impracticable or inconsistent with the public interest; or

   (iii) The construction material is not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities of a satisfactory quality.

(c) Request for determination of inapplicability of the Buy American statute.

(1)
(i) Any Contractor request to use foreign construction material in accordance with paragraph (b)(3) of this clause shall include adequate information for Government evaluation of the request, including--

(A) A description of the foreign and domestic construction materials;

(B) Unit of measure;

(C) Quantity;

(D) Price;

(E) Time of delivery or availability;

(F) Location of the construction project;

(G) Name and address of the proposed supplier; and

(H) A detailed justification of the reason for use of foreign construction materials cited in accordance with paragraph (b)(3) of this clause.

(ii) A request based on unreasonable cost shall include a reasonable survey of the market and a completed price comparison table in the format in paragraph (d) of this clause.

(iii) The price of construction material shall include all delivery costs to the construction site and any applicable duty (whether or not a duty-free certificate may be issued).

(iv) Any Contractor request for a determination submitted after contract award shall explain why the Contractor could not reasonably foresee the need for such determination and could not have requested the determination before contract award.

If the Contractor does not submit a satisfactory explanation, the Contracting Officer need not make a determination.

(2) If the Government determines after contract award that an exception to the Buy American statute applies and the Contracting Officer and the Contractor negotiate adequate consideration, the Contracting Officer will modify the contract to allow use of the foreign construction material. However, when the basis for the exception is the unreasonable price of a domestic construction material, adequate consideration is not less than the differential established in paragraph (b)(3)(i) of this clause.
(3) Unless the Government determines that an exception to the Buy American statute applies, use of foreign construction material is noncompliant with the Buy American statute.

(d) *Data.* To permit evaluation of requests under paragraph (c) of this clause based on unreasonable cost, the Contractor shall include the following information and any applicable supporting data based on the survey of suppliers:

**Foreign and Domestic Construction Materials Price Comparison**

<table>
<thead>
<tr>
<th>Construction material description</th>
<th>Unit of measure</th>
<th>Quantity</th>
<th>Price (dollars) *</th>
</tr>
</thead>
<tbody>
<tr>
<td>Item 1</td>
<td></td>
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<tr>
<td>Foreign construction material</td>
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<td>Domestic construction material</td>
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<tr>
<td>Item 2</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Foreign construction material</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Domestic construction material</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

[List name, address, telephone number, and contact for suppliers surveyed. Attach copy of response; if oral, attach summary.]

[Include other applicable supporting information.]

[*Include all delivery costs to the construction site and any applicable duty (whether or not a duty-free entry certificate is issued).]

(End of Clause)

52.233-2 SERVICE OF PROTEST (SEP 2006)

(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 Government Accountability Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:
OFFICE OF ACQUISITIONS (MAR-380)
ATTN: Judy Bowers
U.S. DOT/MARITIME ADMINISTRATION
1200 NEW JERSEY AVE., SE
MAIL STOP: W26-418
WASHINGTON, DC 20590

(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)

52.236-1 PERFORMANCE OF WORK BY THE CONTRACTOR (APR 1984)

The Contractor shall perform on the site, and with its own organization, work equivalent to at least 30 percent of the total amount of work to be performed under the contract. This percentage may be reduced by a supplemental agreement to this contract if, during performing the work, the Contractor requests a reduction and the Contracting Officer determines that the reduction would be to the advantage of the Government.

(End of clause)

52.236-4 PHYSICAL DATA (APR 1984)

Data and information (the drawings and the specifications) furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.

(a) The indications of physical conditions on the drawings and in the specifications are the result of site investigations by the Federal Government through an Architectural and Engineering (A&E) firm.

(End of clause)

52.243-4 -- CHANGES (JUN 2007)

(a) The Contracting Officer may, at any time, without notice to the sureties, if any, by written order designated or indicated to be a change order, make changes in the work within the general scope of the contract, including changes --

(1) In the specifications (including drawings and designs);
(2) In the method or manner of performance of the work;
(3) In the Government-furnished property or services; or
(4) Directing acceleration in the performance of the work.
(b) Any other written or oral order (which, as used in this paragraph (b), includes direction, instruction, interpretation, or determination) from the Contracting Officer that causes a change shall be treated as a change order under this clause; Provided, that the Contractor gives the Contracting Officer written notice stating --

(1) The date, circumstances, and source of the order; and
(2) That the Contractor regards the order as a change order.

(c) Except as provided in this clause, no order, statement, or conduct of the Contracting Officer shall be treated as a change under this clause or entitle the Contractor to an equitable adjustment.

(d) If any change under this clause causes an increase or decrease in the Contractor’s cost of, or the time required for, the performance of any part of the work under this contract, whether or not changed by any such order, the Contracting Officer shall make an equitable adjustment and modify the contract in writing. However, except for an adjustment based on defective specifications, no adjustment for any change under paragraph (b) of this clause shall be made for any costs incurred more than 20 days before the Contractor gives written notice as required. In the case of defective specifications for which the Government is responsible, the equitable adjustment shall include any increased cost reasonably incurred by the Contractor in attempting to comply with the defective specifications.

(e) The Contractor must assert its right to an adjustment under this clause within 30 days after (1) receipt of a written change order under paragraph (a) of this clause or (2) the furnishing of a written notice under paragraph (b) of this clause, by submitting to the Contracting Officer a written statement describing the general nature and amount of the proposal, unless this period is extended by the Government. The statement of proposal for adjustment may be included in the notice under paragraph (b) of this clause.

(f) No proposal by the Contractor for an equitable adjustment shall be allowed if asserted after final payment under this contract.

(End of Clause)

52.252-4 ALTERATIONS IN CONTRACT (APR 1984)

Portions of this contract are altered as follows: NONE

(End of Clause)

SPECIAL CONTRACT REQUIREMENTS

1. SCHEDULE OF INSURANCE
   a. The contractor shall, at its own expense, provide and maintain during the entire
performance period of this contract at least the kinds and minimum amounts of insurance required below:

Workmen’s Compensation and Employer’s Liability Insurance:
$100,000

General Liability Insurance for Bodily Injury Liability
Minimum Per Occurrence for Bodily Liability: $500,000
Minimum Per Each Accident for Property Damage: $100,000
Minimum Aggregate for Bodily Injury: $500,000

Automobile Liability Insurance
Minimum Per Person $200,000
Minimum Per Occurrence for Bodily Injury $500,000
Minimum Per Occurrence for Property Damage $20,000

b. Before commencing work under this contract, the contractor shall certify to the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government’s interest shall not be effective (1) for such period as the laws of the state in which this contract is to be performed or prescribed, and (2) until 30 days after the insurer of the contractor gives written notice to the Contracting Officer.

c. The contractor shall insert the substance of the clause entitled “Insurance Work on a Government Installation (FAR 52.228-5),” in subcontracts under this contract that require work on a Government Installation and shall require subcontractors to provide and maintain the insurance required above.

2. SECURITY
The Contractor will be solely responsible for the security of its materials and equipment.

3. BID, PERFORMANCE AND PAYMENT BONDS
In accordance with FAR 52.228-15 Performance and Payment Bonds – Construction, 100% of the quoted value for the project. Fully executed performance and payment bonds and the above referenced insurance certificate should be returned to this office within 10 days of award of contract. Bid Bonds are required with pricing and solicitation submittal. Refer to Bid Bond Clause 52.228-1 Bid Bonds are required at 20% of the Total Value of the Bid being submitted by the contractor.

5. CONTRACT DRAWINGS AND SPECIFICATIONS

(a) The Government will provide to the Contractor, without charge, applicable drawings and specifications related to this requirement upon request.
(b) Omissions from the drawings or specifications or the mis-description of details of work that are manifestly necessary to carry out the intent of the drawings and specifications, or that are customarily performed, shall not relieve the Contractor from performing such omitted or mis-described details of the work.

6. INVOICE REQUIREMENTS

Invoices can be mailed or submitted to the following address:

U.S. Mail
MARAD, A/P Branch AMZ-160
P.O. Box 2570
Oklahoma, OK 73125

FEDEX
MARAD A/P Branch, AMZ
6500 S. MACARTHUR BLVD.
Oklahoma, City, OK 73169

In addition, all vendors will have the option to send invoices electronically. The invoices must be in PDF format. Vendors can submit electronic invoices in the following email address:

MARADInvoices@FAA.GOV

a. Invoices shall be submitted through Electronic Invoice System (EIS) and inform the Contracting Officer of the submittal to EIS

b. To constitute a proper invoice, the invoice must include the following information and/or documentation

(1) Name of the business concern (Note this name must match the name on the contract document exactly. If another name is used on the invoice such as a Doing Business As (DBA) the name on the contract document must also be listed on the invoice document). Invoices that does not contain the name on the contract will be rejected.

(2) Invoice date

(3) Contract Number, or other authorization for supplies delivered or services performed

(4) Description price and quantity of supplies and services actual delivered or rendered

(5) Shipping and payment terms

(6) Name (where practicable), title, phone number, and complete mailing address of responsible
official to whom payment is to be sent.

(7) Other substantiating documentation or information as required by the contract.

Upon completion of the web-base system, invoices shall be available on-line. The on-line version of the invoice shall provide the ACO with the capability of approving in full or partial payments or rejecting invoices in total.

ELECTRONIC FUNDS TRANSFER (EFT) PAYMENT REQUIREMENTS

FAR 52.223-33 Payment by Electronic Funds Transfer Central Contractor registration (May 1999) is included in this solicitation/contract. All Contractor payments will be made by EFT unless accepted or otherwise determined by the paying office designated in the contract.

GOVERNMENT POINTS OF CONTACT

a. PROCURING CONTRACTING OFFICER (CO)

Judy Bowers
Lead Contracting Officer
U.S. Department of Transportation
Maritime Administration
Office of Acquisition, MAR380
1200 New Jersey Avenue, S.E. – W26-418
Washington, D.C. 20590
Office: (202) 366-1913
E-mail: judy.bowers@dot.gov

b. LOCAL CONTRACT ADMINISTRATION

All Correspondence shall be directed to the Procuring Contracting Officer except as otherwise specified.

c. CONTRACTING OFFICER’S REPRESENTATIVE (COR)

Richard Ronde, Jr.
United States Merchant Marine Academy
Department of Public Works
300 Steamboat Road
Kings Point, NY 11024
Office: 516.726.5606
Email: ronder@USMMA.edu
SECTION L - Instructions, Conditions, and Notices to Bidders

Site Visits are scheduled as follows:

Thursday, May 2, 2019 at 10:30am
Tuesday, May 14, 2019 at 10:30am

Contact Richard Ronde, Jr. at ronder@usmma.edu and judy.bowers@dot.gov if you intend on attending the site visit

Proposals are due on Wednesday, May 29, 2019, at 12:00 pm, Eastern Standard Time, via mail to:

Judy Bowers
Sr. Contracting Officer
DOT-Maritime Administration, MAR-380
1200 New Jersey Avenue, SE, W26-418
Washington, DC 20590