ELECTRICAL SERVICES
CURLEW JOB CORPS CENTER
3 CAMPUS STREET
CURLEW, WA 99118
PERFORMANCE WORK STATEMENT (PWS)

1.0 INTRODUCTION

Job Corps is a national residential training and employment program administered by the Department of Labor to address the multiple barriers to employment faced by disadvantaged youth throughout the United States. The Economic Opportunity Act of 1964 originally established Job Corps; current authorization for the program is Title I, Chapter 6, Subtitle C, of the Workforce Investment Act of 1998.

1.1 BACKGROUND

Job Corps provides educational and occupational skills training and support services to youth between 16 and not yet 25 years of age. The unique combination of services provided in the Job Corps program is intended to better prepare youth to obtain and hold gainful employment, pursue further education or training, or satisfy entrance requirements for careers in the Armed Forces.

The Workforce Investment Act (WIA) mandates that Job Corps graduates be provided with transition, placement, and support services for one year following initial placement. WIA also requires that the placement status and wages of graduates be measured at six- and twelve-month intervals after the graduates are placed, and that Job Corps operator be evaluated in part on the basis of these performance measures.

The U.S. Department of Agriculture Forest Service operates 24 Job Corps Center nationally, through an interagency agreement with the Department of Labor.

1.2 PURPOSE

The Washington Office PPS Job Corps Support Branch has a requirement for a contractor to provide electrical maintenance services for existing systems, located at the Curlew Job Corps Center. The Government is looking to award a Firm Fixed Price type contract to a single contractor who offers the best value to the Government, price and other factors considered.

The resulting contract is designed to provide the Government with a vehicle that will not only allow for maintenance of the existing electrical systems; but also additional services to be ordered by the Government as needed and required, but cannot be reasonably determined in advance.

The contractor shall furnish all labor, materials, equipment, tools, transportation, supervision necessary to perform their work required for the operation and routine maintenance of all

electrical systems at Curlew Job Corps Center in accordance with the specifications and provisions contained herein.

1.3 PLACE OF PERFORMANCE AND HOURS OF OPERATION

Work shall be performed at:

Curlew Job Corps Center
3 Campus Street
Curlew, WA 99118

Normal operational hours are from 07:00 am to 4:00 PM Pacific Time, Monday through Friday. Emergency services may be performed as required after normal business hours stated above or during the following Federal Holidays:

New Year's Day — January 1st
Martin Luther King Junior's Birthday — Third Monday in January
President's Day — Third Monday in February
Memorial Day — Last Monday in May
Juneteenth- June 19th
Independence Day - July 4th
Labor Day — First Monday in September
Columbus Day — Second Monday in October
Veteran's Day — November 11th
Thanksgiving Day — Fourth Thursday in Nov Christmas Day —December 25th

2.0 TASKS

2.1. PREVENTIVE MAINTENANCE (PM)/INSPECTION AND TESTING SERVICES

The contractor must perform inspection, testing and preventative maintenance (PM) services on all the electrical equipment in Section 3.6 (as modified and/or replaced) in accordance with all manufacturer recommendations, industry standards and terms and conditions. The contractor must test and cycle all equipment after PM Service is complete, in order to ensure proper operational conditions. The contractor must provide a written service report that documents the tasks performed and includes contractor findings and recommendations for repair and/or replacement if necessary.

2.2. ELECTRICAL PM SERVICES

Service all electrical circuit boxes throughout Center in all 18 buildings, ensuring they are properly labeled and all connections are secure. Replace all weak or worn breakers. Additional services include, but are not limited to:

a) Maintain and convert lighting to LED;
b) Install and maintain all solar outdoor lighting;

c) Maintain and PM aerators at the lagoons;
d) PM the electronic flow meter at the headworks;
e) PM Generators (Admin, Dorm 4, Lagoons, Pump House, Health Services);
f) Add receptacles and lighting throughout Center as needed for Center needs;
g) Train Maintenance staff on proper electrical safety;
h) Install new circuits for electrical equipment purchased by the Center;
i) Replace and repair existing outdated circuits;
j) Assist in determining what the best course of action is for updating the Centers needs; and
k) Repair and maintain all electrical equipment located on the Center.

2.3 WRITTEN SERVICE REPORTS/DOCUMENTATION

Repair and/or Replacement recommendations must be included with required service report, and must include price quotes for these services. Recommendations included in the service reports may be used by the Governments in its determinations to repair and/or replace equipment as needed, and subject to the availability of funds.

2.4. EMERGENCY SERVICES

For emergency services, the contractor shall be required to respond to all emergency service calls with 24 hours or sooner of notification. The contractor must provide an estimate for these services at time services are rendered. The contractor is not authorized to perform these services, until written authorization is received from the Contracting Officer, unless it is a life and safety issue as determined by the Center. For life and safety issues the Curlew Job Corps Center staff may authorize services if it is after normal business hours, during the weekend or over a holiday when a Contracting Officer is not available, so long as both the contractor and/or Curlew Job Corps Center Staff and/or contractor inform the Contracting Officer no later than the next business day.

Since response time is a key factor, contractor is required to have an actual physical location within one hour approximately and Curlew Job Corps Center must be within an area they routinely do service calls for.

2.5. CONTRACTOR RESPONSIBLITIES

Contractor responsibilities in connection with this contract shall include, but not be limited to:

- Adherence to all Occupational Safety and Health Administration (OSHA) Regulation, specifically 29 CFR 1910 - General Industry.
- Coordinating all scheduled work performed in accordance with paragraphs 2.1. and 2.2. of the PWS with the Curlew Center point of contact (POC) prior to performance.
- Obtaining all required permits and scheduling all applicable inspections.

- All inspections must be successfully signed off and completed prior to receipt of final payment.
- All inspections shall be performed in accordance with manufacturer's guidance and the state of Washington's regulations.
- Possess adequate liability insurance and proper license to perform all work stated herein.
- Notifying the Curlew Center POC of all identified electrical issues no later than 24 hours of discovery.
- Coordinate with the Curlew Center POC on required supplies, materials and/or equipment needs to successfully meet the requirements of this contract to service, maintain or upgrade electrical equipment as agreed to between the contractor and Center POC. Make supply/equipment/material recommendations as requested by the Center POC.
- Coordinate service schedule with the Curlew Center POC prior to gaining access to any areas located on the Center.
- Keep work area(s) clean, neat, picked up and safe to include signs, cones, gates, tape, rope to discourage access by employees, staff and students assigned to the Curlew Center.
- All trash shall be picked up and removed at the end of each work day.

4.0. LOCATION OF SERVICES ON CENTER

The following buildings within the Curlew Job Corps Center boundaries are areas where services may be provided. A site map is attached to this PWS for reference purposes.

	Bldg #	Housing
a)	1312-	Medical Office
b)	1314-	Dormitory 3
c)	1315-	Dormitory 5
d)	1324-	Dormitory- 1,2
e)	1327-	Dormitory 4
f)	1404-	Dining Hall
g)	2009-	Administration
h)	2210-	Warehouse
i)	2211-	Vocation Office and shop
j)	2313-	Forestry
k)	2314-	Storage
l)	2323-	Storage
m)	2807-	Maintenance
n)	2811-	Social Skill
o)	2813-	Education
p)	2814-	Gymnasium
q)	2815-	Welding/ Cement
r)	2822-	Paint, Vehicle Storage
s)	2830-	Health Services
t)	2831-	Res Management

u) 2832- Carpentry/ Brick Masons
v) 2326- Storage
w) 2327- Storage
x) 2806- Pump House
y) 2834- Storage
z) 2836- Storage

5.0 GOVERNMENT FURNISHED PROPERTY

Upon coordination between the contractor and Curlew Center POC, all equipment, supplies, and/or materials required for the successful performance of this contract shall be ordered and supplied by the Government, unless emergency services are need which the Contractor may purchase Supplies up to $750.00. Should the contractor procure any equipment, supplies and/or materials in connection with this contract, unless pre-approved by the POC they shall do so at their own risk and expense. The Government shall not be held liable for delayed receipt of any Government furnished property items due to delivery time or product availability.

6.0 DELIVERABLES

The following deliverables shall be required prior to the Government accepting completed work and approving payment. Contractor shall develop and deliver to the Curlew Center POC:

a) All written reports/documentation as described in paragraph 2.3 of this PWS;
b) Schedule of services to be performed to be provided at a time agreeable between the contractor and Center POC;
c) Performance logs to track hours billed and work performed on all work;
d) Copies of all inspections within 24 hours of receipt
e) Copy of safety plan, to be received prior to work commencing
f) Copies of current insurance and professional license to be received prior to work commencing
g) Written designee of contractor’s emergency contact and contact information prior to work commencing

END OF CURLEW ELECTRICAL SERVICES PWS