STATEMENT OF WORK

Assessment of Accessibility

**Warning:**

The Statement of Work (SOW) paragraphs, Contract Data Requirements List (CDRL) items, and Data Item Descriptions (DIDs) identified for your type of acquisition are recommendations only. You are expected to modify or add SOW paragraphs, CDRLs, or DIDs to address the specific requirements of your program.

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# 1.0 Background

Section 504 of the Rehabilitation Act prohibits discrimination against people with disabilities in all programs, services, and activities provided by any Federal Agency. Essentially, the Act requires that Federal Aviation Administration (FAA) facilities comply with FED-STD-795, Uniform Federal Accessibility Standards (UFAS). Accordingly, it is the FAA [your site]'s responsibility to survey its facilities for areas of non-compliance with UFAS and to annually report on the progress being made toward making its facilities fully compliant with UFAS.

## 1.1 Scope of Work and Objectives

The contractor shall survey the following FAA *[your site]* Facilities for the purpose of identifying all areas of non-compliance with UFAS:

Bldg. # Building Name Approx Square Feet Notes

*[List facility information here]*

(The following paragraphs are optional)

For the above listed facilities, the scope of work does not include addressing accessibility within individual workstations.

(If specify "survey office area only" under Notes then use the following paragraph)

For facilities specified as "survey office area only", include all spaces and systems supporting the office areas (e.g., restrooms, alarm systems, etc.) in addition to the office areas.

The contractor shall also survey all parking lots associated with the above listed facilities for the purpose of identifying all areas of non-compliance with UFAS. For purposes of determining the total number of available parking spaces at each parking lot, do not count parking spaces reserved for official government vehicles or used for official government purposes and do not include parking spaces reserved for specific individuals, regardless of whether or not such parking spaces are also designated as handicapped accessible.

# 2.0 References

All applicable documents referenced in this SOW are listed below. Specific requirements with regard to the use of these documents are contained in 3.0 Requirements section:

FED-STD-795, 1988 Uniform Federal Accessibility Standards

This document sets standards for facility accessibility by physically handicapped persons for Federal and federally funded facilities.

The document can be down loaded from the DID library of SOWGen.

# 3.0 Requirements

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## 3.1 Tasks

The contractor shall perform the following tasks:

1. Survey each building/area and parking lot listed in the scope of work to identify items of non-compliance with UFAS.
2. Recommend corrective actions for each such item to assure compliance with UFAS, and
3. Estimate the total cost associated with achieving compliance with UFAS for each such item.

## 3.2 Deliverables

The contractor shall submit a report containing the following information:

1. A listing and brief description of each item of non-compliance with UFAS, arranged by building and associated parking lot. For each item, indicate the appropriate paragraph reference from UFAS, the exact location(s) (e.g., building column location(s)) and associated quantity;
2. A brief description of recommended corrective action needed to assure compliance with UFAS for each item of non-compliance; and
3. The costs associated with performing the recommended corrective action for each non-complying item. The following costs shall be shown for each item based on its associated quantity: total material costs, total labor costs, and total item cost (sum of total material and total labor costs). The estimated costs shall be based on the presumption that contract workers (i.e., non-government employees) will perform all work. In addition, include the total cost to perform all corrective action for each building and its associated parking lot.

The report shall be prepared in electronic spreadsheet type format using Microsoft Excel.

## 3.3 Schedule

The contractor's complete report shall be submitted no later than *[X]*calendar days following award of this task order. If corrections to the report are required as a result of government review, a complete corrected report shall be submitted no later than *[X]* calendar days following receipt of the government's written review comments. Written responses to the government's review comments shall be submitted along with the corrected report.

# 4.0 Progress/Compliance

In order to monitor progress and ensure compliance, the contractor shall submit monthly progress reports. The progress reports shall indicate buildings/areas surveyed to date and include partially completed data for same.

# 5.0 Transmittal/Delivery

The contractor shall provide *[X]* hard copies of the completed report and one electronic version on a *[CD, diskette, etc.]* or an E-mail attachment. Monthly progress reports shall be submitted as E-mail attachments. The government will provide appropriate addressees.