STATEMENT OF WORK

OSHA Services

**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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# Background

[Program Office] is responsible for assuring all activities and operations conducted within facility boundaries maintain compliance with environmental and occupational safety and health regulations. [FAA Facility] has a continuing requirement for general Environmental and Occupational Safety and Health services.

# Objectives

One of the [FAA Facility] goals is to implement and maintain regulatory compliance with Federal and State environmental and occupational safety regulations. These regulations address the diverse project areas of drinking water, fuel storage tanks, air pollutant emissions, environmental assessments, historic, architectural and archaeological investigations, wetland determinations, spill contingency planning, pollution prevention, waste reduction, hazardous waste management, water pollution controls, indoor air quality, asbestos and lead abatement, and building evaluations for toxic/hazardous conditions.

# References

References are all pertinent Federal, State, and local Environmental and Occupational Safety and Health regulations, including, but not limited to:

1. United States Code Title 42, Chapter 103 [Comprehensive Environmental Response, Compensation, and Liability ACT (CERCLA)];
2. National Environmental Policy Act (NEPA) of 1969 and amendments;
3. National Contingency Plan - 40 Code of Federal Regulations (CFR) Part 300;
4. Occupational Health and Environmental Control, Ventilation 29 CFR 1910.94;
5. Occupational Health and Environmental Control, Occupational Noise Exposure 29 CFR 1910.95;
6. Toxic and Hazardous Substances, Air Contaminants 29 CFR 1910.1000 Subpart Z;
7. Resource Conservation and Recovery Act (RCRA) - 40 CFR Part 280;
8. [Begin list of State regulations here]

# Scope

This OSHA contract is an Indefinite/Delivery, Indefinite/Quantity contract. Individual delivery orders will be scoped and negotiated on a firm fixed price basis using the labor hour rates stated in [reference]. Tasks covered under this contract will include environmental management and technical support to [Program Office] (exclusive of the Superfund Program).

# General Requirements Applicable to All Delivery Orders

The following requirements are applicable for all orders issued by FAA, unless specified as an exception in the order:

## Project Schedules

The contractor shall prepare a project schedule by preparing a Critical Path Method (CPM) diagram showing the initiation, coordination, duration, and interdependency of tasks for each delivery order.

## Health and Safety Plan

A site specific Health and Safety Plan (HASP) shall be developed to ensure the safety and health of the contractor's employees. The HASP shall be performed to meet the Occupational Safety and Health (OSHA) requirements (29 CFR 1910 and 1926) and conform to the United States Army Corps of Engineers' - Safety and Health Requirements (EM-185-1-1)

## Project Coordination

1. As specified in the delivery order, the contractor shall conduct joint project meetings at the [FAA Facility] with members of the FAA, USEPA Region II, and State to discuss planned and ongoing activities; and provide results/conclusions from completed tasks.
2. Participate in orientation and site visit meetings as requested by the Contracting Officer's Technical Representative
3. Prepare quarterly Technical Progress Reports detailing the following: site identification and activities; status of task items outlined in the SOW; updated project schedule and CPM diagram; percent completion; problems or delays experienced during the reporting period and corrective action taken; activities projected over the next reporting period; key personnel changes; additional work, justification and approval; billing to date.

## Electronic Data Deliverables

The contractor shall provide a General Location Map in the following formats reproducible transparency, hard copy and geographic information system (GIS) data including all vector planimetric data, topographic features and/or raster data used. All electronic GIS data shall be formatted in accordance with the latest version of the [Geospatial Data Standards]. This map shall be at a 1" = 2000' scale with the site(s) highlighted in the center showing at least 500' radius from the center of the site.

The contractor shall also prepare a reproducible transparency, hard copy and GIS data of a detailed FAA Site Map(s) for each contaminated area, conforming the Federal Geographic Data Committee (FGDC) Geospatial Positioning Accuracy Standards, Parts 1, 2, 3, 4 (FGDC-STD-007.1-1998, FGDC-STD-007.2-1998, FGDC-STD-007.3-1998, FGDC-STD-007.4-2002, [State Standard(s)]). All horizontal locations shall be based on a State Plane Coordinate [Year Datum]. All vertical locations shall be based on National American Vertical Datum (NAVD) of 1988 (NAVD88).

The standard procedures for locating all vertical and horizontal points used shall be Third Order Class I for property survey, and Third Order Class II for remaining points as described in U.S. Department of Commerce Publication "Classification Standards of Accuracy, and General Specifications of Geodetic Control Surveys".

## Laboratory Analytical Data

The laboratory shall deliver to the prime contractor an original and three (3) copies of the final data report for each sample delivered. The prime contractor shall provide a copy of this report to the FAA as requested. The data report package shall be bound with numbered pages and prepared according to USEPA Data Reporting Formats and/or State requirements. The Final Data Report shall also include an electronic data deliverable (EDD) formatted in delimited ASCII data in accordance with the most recent FAA ERPIMS database structure on FAA approved media and be accompanied with two 3.5" 1.44 IBM formatted diskettes (or other FAA approved media) containing the electronic data submittals in compliance with the State Technical Requirements (ASCII tab-delimited format preferred).

## Required Tasks

[Program Office] may require project oversight, design and plan preparation, submittal review, attendance at meetings, cost estimates. These tasks are typical, but not all-inclusive, of the type of work FAA requires and is likely to request on individual delivery orders:

1. Environmental Technical Support (non-Superfund);
2. Clean Air Act, Title V Air Program Support;
3. Stormwater Program Support;
4. Hazardous Waste Management Plan Support;
5. Spill prevention, Control and Countermeasure Support;
6. Fuel Storage Tank Program support;
7. National Environmental Policy Act Program Support;
8. Pollution Prevention Support;
9. Safe Drinking Water Act Compliance;
10. Lead and Asbestos Abatement;
11. Water Pollution control Support