

N62604.AR.000357
NCBC GULFPORT
5090.3a

STATEMENT OF WORK FOR SOIL AND GROUNDWATER INVESTIGATION WITH
TRANSMITTAL SITE 8 NCBC GULFPORT MS

4/19/1991
U S NAVY



DEPARTMENT OF THE NAVY

SOUTHERN DIVISION

NAVAL FACILITIES ENGINEERING COMMAND

2155 EAGLE DR., P. O. BOX 10068

CHARLESTON, S. C. 29411-0068

PLEASE ADDRESS REPLY TO THE
COMMANDING OFFICER, NOT TO
THE SIGNER OF THIS LETTER.
REFER TO:

4330
Code 0233JN
89-L-0317
19 April 1991

ABB Environmental Services, Inc.
Attn: Mr. Tony Allen
2571 Executive Center Circle East
Suite 100
Tallahassee, FL 32301

CONTRACT N62467-89-D-0317, COST PLUS AWARD FEE CONTRACT FOR COMPREHENSIVE LONG-TERM ENVIRONMENTAL ACTION NAVY (C.L.E.A.N.) DISTRICT I; STATEMENT OF WORK (SOW) #05, SOIL AND GROUNDWATER INVESTIGATION AT HERBICIDE ORANGE SITE, NAVAL CONSTRUCTION BATTALION CENTER, GULFPORT, MISSISSIPPI

Gentlemen:

In accordance with the terms of the subject contract, the Government wishes to place a contract task order (CTO). The required services for this CTO are stated in enclosure (1), Statement of Work #05 dated 10 April 1991.

Within five (5) days of receipt of this letter, please contact the Engineer-in-Charge, Mr. Jim Reed at (803) 743-0572 to schedule a site visit. Upon completion of the site visit, you should submit a site visit report with a plan of action and cost proposal to this office, attention Janet Morris, Code 0233JN.

This project will be funded by DERA funds. Therefore, all costs related to the preparation of the cost proposal/site visit shall be charged to the Program Management Office (PMO) as established in CTO 0001.

You are reminded that this letter does not constitute authority to proceed with any work specified in the statement of work other than the site visit and preparation of the cost proposal. Issuance of a CTO is dependent upon the successful completion of negotiations. In the unlikely event that these negotiations are unsuccessful, the Government cannot be held liable for any expenses incurred by your firm for items other than those previously negotiated under CTO 0001 (PMO).

RELEASE OF INFORMATION: Southern Division, Naval Facilities Engineering Command is the releasing authority for all information/documents regarding projects contracted out to private firms. Therefore, the contractor or any contractor personnel shall obtain approval before publicizing, discussing, or releasing any documents or information concerning this or any other project with anyone other than Government personnel associated with the project in question.

Please direct any inquiries to Janet Norris, Code 02330M at (803) 743-0906.

Sincerely,

DWIGHT CARGILE
Head, C.L.E.A.N. Contracts Branch
Contracting Officer

Enclosure:
(1) Statement of Work

Copy to: w/enclosure (1)
NCBC, Gulfport, MS

NCBC GULFPORT MS
11/11/82

NOV 22 5 21 PM '82

RECEIVED

FOR OFFICIAL USE ONLY

10 APRIL
1991
Code 18215

SOW # 05

DEPARTMENT OF THE NAVY
SOUTHERN DIVISION
NAVAL FACILITIES ENGINEERING COMMAND
2155 EAGLE DRIVE, P.O. BOX 10068
CHARLESTON, SOUTH CAROLINA

Statement of Work

CONTRACT N62467-89-D-0317

CTO # 000x

SOIL AND GROUNDWATER INVESTIGATION

AT

HERBICIDE ORANGE SITE

SECTION 1 - TASK ORDER DESCRIPTION AND BACKGROUND

- 1.1 The project is located at the Naval Construction Battalion Center (NCBC) Gulfport, Mississippi. This activity is located in the Northwest portion of the city of Gulfport 1.5 miles inland from Mississippi Sound on the Gulf of Mexico. It is situated approximately midway between Mobile, Alabama and New Orleans, Louisiana.
- 1.2 All work that is deemed necessary by the Navy to accomplish the Work Plan developed by the Air Force shall be performed in accordance with current EPA and State guidance.

SECTION 2 - PROJECT PLANNING

2.1 Work Element 1. Project Schedules and Progress Reports:

- 2.1.1 Throughout the duration of this work the contractor shall provide written monthly progress reports describing actions which have taken place during the previous month and activities scheduled to take place during the following month. The reports shall identify any anticipated delays in meeting time schedules, the reason(s) for the delay, and actions taken to prevent or mitigate the delay. The overall project schedule shall be updated and submitted with this report.

Enclosure (1)

2.2 Work Element 2. Review existing information/Project Kickoff Meeting:

The contractor shall become familiar with the history and current status of the Herbicide Orange Site at NCBC Gulfport, Mississippi through thorough review of existing reports, studies, maps, lab analyses, and other relevant documents. This work shall begin upon award of the Contract Task Order (CTO).

2.2.1 A visit to the activity will be required. The visit shall be for the purpose of:

2.2.1.1 Familiarizing the contractor's key project staff with the Herbicide Orange Site.

2.2.1.2 A Kickoff Meeting. The contractor and key project staff will meet with the EIC and base personnel in order to plan logistics and present the schedule of work.

SPECIAL INSTRUCTIONS

- 3.1 Work Element ^{3.1R} The contractor shall attend meetings as required. The contractor is responsible for recording all minutes of all meetings and providing a copy of the minutes to the Engineer-in-Charge (EIC) and other attendees of the meeting. Minutes shall be distributed within ten (10) days of the meeting date. The EIC shall be forwarded a copy of the minutes of all meetings regardless of attendance.
- 3.2 Public Affairs - The contractor shall not make available to the news media nor make public disclosure of any data resulting from actions in this contract. The contractor shall refer all press or public contacts to the activity point-of-contact, and shall notify the EIC. The contractor may not distribute reports or data to any source, unless specifically authorized by contract or the EIC.
- 3.3 The government reserves the right to hold in abeyance or cancel the task order contract at the completion of any task.
- 3.4 The contractor will be responsible for obtaining all necessary permits and authorizations required to perform the work.
- 3.5 A schedule for all on-base work will be coordinated with the activity representative (Mr. Tom Sarros; (601) 865-2484.)

- 3.6 The files which the contractor develops during the course of this contract task order shall become the property of the government at the end of the contract or when specified by the Contracting Officer at no additional cost to the government, as specified in the contract clauses.
- 3.7 The contractor is responsible for obtaining permission and clearance from the appropriate station security personnel to enter and perform any necessary work.
- 3.8 The contractor shall forward submissions directly to those concerned as directed herein.
- 3.9 A Notice to Proceed (NTP) shall be issued by direction of the Contracting Officer.

312

SECTION 7 - SUBMITTALS

- 4.1 Deliverables shall be forwarded to the EIC and the activity point of contact as indicated in the Schedule Matrix. Days are in calendar days.
- 4.2 Additional copies of documents identified in the Schedule Matrix may be required as directed.
- 4.4 Deliverables shall be formatted to adhere to the "Report Format Guidance Manual", Southern Division Naval Facilities Engineering Command. All submittals shall be bound in hardback binders.

SCHEDULE MATRIX

<u>WORK ELEMENT</u>	<u>REF</u> <u>PARA</u>	<u>SUBMITTAL</u>	<u>No. of</u> <u>Copies</u>		<u>SUBMITTAL</u>
			<u>EIC</u>	<u>ACT</u>	<u>DUE</u>
Task Order Progress	2.1	Progress Schedules & Reports	3	5	10 days after beginning of each month

ADDRESSES

EIC: Commanding Officer
Southern Division
Naval Facilities Engineering Command
2155 Eagle Drive, P.O. Box 10068
Charleston, S.C. 29411-0068
Attn: Code 18215

ACT: Commanding Officer
Naval Construction Battalion Center
Public Works Department
Gulfport, Mississippi
Attn: Tom Sarros