

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 8
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 13-Dec-2018	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY U S ARMY ENGR DISTRICT, NEW ENGLAND 696 VIRGINIA RD CONCORD MA 01742-2751	CODE W912WJ	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. W912WJ19Q0026	
		X	9B. DATED (SEE ITEM 11) 06-Dec-2018	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input checked="" type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.				
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.				
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) The above solicitation is hereby amended to update the Performance Work Statement (Changes are highlighted). The Date for the submission of quotes has been extended. All other terms and conditions remain the same.				
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.				
15A. NAME AND TITLE OF SIGNER (Type or print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
		TEL:	EMAIL:	
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 13-Dec-2018

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

SOLICITATION/CONTRACT FORM

The required response date/time has changed from 17-Dec-2018 05:00 PM to 22-Dec-2018 05:00 PM.

The following have been modified:

PWS

**CAMPGROUND HOST #2
U.S. ARMY CORPS OF ENGINEERS
WEST THOMPSON LAKE CAMPGROUND
NORTH GROSVENORDALE, CT
Performance Work Statement
December 2018**

I. GENERAL

1. Scope

The scope includes the daily operation and maintenance of 24 campsites, a registration building, host site, a comfort station, playground/horseshoe pits, dump station, amphitheater, picnic shelter, and 2 visitor parking lots at West Thompson Lake Campground. All work will be completed to the satisfaction of the Technical Point of Contact.

2. Location

West Thompson Lake Project Office is located at 449 Reardon Road in North Grosvenordale, CT 06255.

3. Site Visit

To arrange a site visit contact the Technical Point of Contact, Park Ranger, Michelle Cucchi (978-318-8050 or michelle.l.cucchi@usace.army.mil).

4. Schedule

The period of performance is from 16 May 2019 through 08 September 2019. Option year period of performance is from 14 May 2020 through 13 September 2020. The contractors will work a rotating schedule of 5 days on and 5 days off. See below for more details.

5. Pre-work Conference

Successful bidders will be required to attend a pre-work conference to be conducted by the Technical Point of Contact. The contractor will also be instructed and trained in user fee collection procedures, uniforms and demeanor,

emergency/disturbance response, and will be given a more detailed description of their duties.

The following is a general list of items for discussion during the pre-work conference:

- i. Authority of the Technical Point of Contact
- ii. Bond
- iii. Modified Activity Hazard Analysis
- iv. Abbreviated Accident Prevention Plan
- v. Weekly Safety Meetings
- vi. Accident Reporting
- vii. Correspondence, communication, and administrative procedures.
- viii. Invoice and payment

6. Submittals

Although the Government technically reviews submissions required by this scope of work, it is emphasized that the Contractor's work must be prosecuted using proper internal controls and review procedures. The documents identified below must be prepared in accordance with the applicable standards, submitted to the Technical Point of Contact for review and accepted by the government prior to the commencement of any field activities.

- Bond
- Modified Activity Hazard Analysis
- Abbreviated Accident Prevention Plan

7. Safety

The contractor will comply with all pertinent provisions of the latest edition of the U.S. Army Corps of Engineers Safety and Health Requirements COE EM 385-1-1. A copy of COE EM 385-1-1 is available for reference at the project office or may be ordered from Superintendent of Documents, PO Box 371954, Pittsburgh, PA 15250-7954 (TEL: 202-783-3238). In addition, the manual may be viewed at the following link

http://www.publications.usace.army.mil/Portals/76/Publications/EngineerManuals/EM_385-1-1.pdf. The contractor shall also comply with all OSHA work

safety standards. The project staff can and will order the cessation of work at any time should the safety of employees and visitors become jeopardized.

8. Security

The contractor will comply with all established security policies at West Thompson Lake. During periods of heightened security, the Government reserves the right, at any time, to close any property or portion of property and reschedule and/or cancel any subsequent service in an area. The contractor shall be given at least 24 hour notice of any such closure.

9. Payment

The contractor will submit two invoices to the Technical Point of Contact, one at contract midpoint and one on the final date. Payment will be made only for the

number of days noted in the bid sheet at the applicable contract unit price rate. Reductions in payment will be made on a per diem basis on the prorated amount of the total cost of services. Short periods of emergency absence may be approved on an individual basis, based on need and workload at the discretion of the Technical Point of Contact. No payment will be made for time not worked.

The invoices may be directed via regular mail, email or fax as identified below:

West Thompson Lake
449 Reardon Road
North Grosvenordale, CT 06255
Email: michelle.l.cucchi@usace.army.mil
Fax: (860) 923-1126

II. TECHNICAL REQUIREMENTS

1. General

Services to be accomplished under this contract will be performed by a two-person team. The contractor will be required to furnish all labor necessary to provide the specified services for the duration of the contract period. The scope of this contract includes the daily operation and maintenance of 24 campsites, registration building, host site, a comfort station, playground/horseshoe pits, dump station, amphitheater, picnic shelter, and 2 visitor parking lots.

1.1. Background Check

Park Attendants will be subject to background security checks by the US Army Corps of Engineers (USACE). Failure to pass background checks will result in termination of the contract. The apparent low bidder will be required to complete the attached form entitled "Questionnaire for Public Trust Positions" SF 85P. Failure to complete the form and complete the finger printing process within 10 business days of notification that you are the apparent low bidder will be considered a declination of the contract.

1.2 Bonding

Contractors are required at their own expense, to furnish a bond to the government in the amount of \$1,000 prior to the start of the contract.

1.3 Inspections and Contract Performance

The services performed by the contractors under the provision of this contract shall be subject to evaluation by the Contracting Officer to insure strict compliance with the terms of this contract. The contractors will be advised as soon as possible of any deficiency in work.

1.4 Uniforms and Demeanor

The contractors will promote and maintain a favorable image of the US Army Corps of Engineers through their personal appearance and actions. The Corps of Engineers identification in the form of a shirt, jacket and/or cap, provided by the Corps, will be

worn while on duty at all times. A supplied nametag will be worn in addition to the Corps identification. Appropriate closed-toe footwear, furnished by the contractor, will be worn at all times. Contractors must comply with CFR 36 Rules and Regulations at all times.

1.5 Government Property

The contractors will be required to return all Government property on the last day of the contract. This includes keys, and all items listed under this contract regarding fee collection, supplies and equipment.

1.6 Temporary Living Quarters

The contractors are required to live on site at the campground in a designated site. The contractors must provide their own fully operable "self-contained" RV, or other self-contained camper unit. Maximum length of the camper/trailer cannot exceed 45'. Pickup (shell-type) campers, pop-up tent trailers, tents, mobile homes, converted school buses, or other type of recreational vehicle which does not meet general "self-contained" classification will not be acceptable. The campsite can be described as partial sun/shade, level, and is in view of the registration building and visitor parking lot. Host site amenities include electric (50 amp, 120 v), water, and sewer hookups, picnic table and fire ring. A phone line is available at each host site; however, activation is the contractor's responsibility.

The contractors will maintain the campsite in a clean and sanitary condition at all times. No animal pens, fences, cages, or similar facilities for pets or raising animals will be allowed. The Technical Point of Contact has final discretion. While on duty the host team will be the sole overnight occupants of their site. Relatives and friends are welcome to register at other available sites.

2. Service Requirements

2.1 Base Year Schedule (2019)

The contractors will work a rotating schedule of 5 days on and 5 days off. A Park Ranger will hold a meeting each week at a time to be mutually agreed upon by both parties. The contractors are required to remain on site overnight when on duty. The actual camping season is from 17 May 2019 to noon on 08 September 2019. Contractors may arrive up to 3 days prior to training day and depart up to 3 days after closing, subsequent to an exit meeting with Technical Point of Contact if necessary. The quantity of days and the schedule provided are estimated amounts only and are not guaranteed. Unforeseen factors, such as weather, may require a decrease in the estimated number of services performed under this contract. In addition to scheduled work days Park Attendants may be requested to work up to 10 optional unscheduled days when mutually agreed upon by both the Government and the Contract Park Attendants during the period of performance.

The 2019 schedule for Host 2 includes a total of 56 days (55 days working and 1 additional day for training).

Training: May 16
Week 1: May 22 – May 26
Week 2: June 1 – June 5
Week 3: June 11 – June 15
Week 4: June 21 – June 25
Week 5: July 1 – July 5
Week 6: July 11 – July 15
Week 7: July 21 – July 25
Week 8: July 31 – August 4
Week 9: August 10 – August 14
Week 10: August 20 – August 24
Week 11: August 30 – September 3

2.2 Option Year Schedule (2020)

The 2020 schedule for Host 2 includes a total of 61 days (60 days working and 1 additional day for training).

Training: May 14

Week 1: May 20 – May 24
Week 2: May 30 – June 3
Week 3: June 9 – June 13
Week 4: June 19 – June 23
Week 5: June 29 – July 3
Week 6: July 9 – July 13
Week 7: July 19 – July 23
Week 8: July 29 – August 2
Week 9: August 8 – August 12
Week 10: August 18 – August 22
Week 11: August 28 – September 1
Week 12: September 7 – September 11

2.3 Park Entrance Gate Operation

At the start of business each day, contractors will get computer system and the registration building prepared. Contractors will unlock the entrance gate at 8:00 am each morning and lock the entrance gate at 9:00 pm each night after ensuring that all visitors have left the campground. The contractors will ensure all campers returning to the campground after 9:00 pm park their vehicles in the visitor parking lot.

2.4 Registration Services

Contractor services include the include making on-site reservations; checking campers in and out; collecting and processing fees; checking site availability for customers; signing in visitors, and receiving daily arrival reports. Contractors will record and maintain a detailed daily log of all activities occurring in the campground. Contractors will be trained on all aspects of the campground management program by the park ranger. The contractors will maintain the Registration Building in a clean, orderly, and sanitary condition at all times. Smoking is not permitted near the registration building.

2.5 Reports

Contractors are responsible for printing out and mailing all financial reports and mailing the bill for collection, receipts, and any funds collected to NRRS. All envelopes, stamps, and labels will be provided by the Government, and the contractor will be responsible for converting any cash into a money order. At the weekly meeting the contractor should supply the park ranger with a copy of the bill for collection, money order, daily log, and parking pass/camper survey. At the first of each month the contractor will supply the park ranger with Campground Visitation Report.

2.6 Campsite Cleaning

The contractors are required to maintain all vacant campsites in a clean and orderly appearance and prepared for new campers. Each site is to be raked and any litter removed; unused firewood returned to the woodshed; the fire ring, grills and picnic tables cleaned and relocated to their original position, and Adirondack shelters swept out and free of cobwebs, insect nests, and litter. All campsites shall be cleaned after each check-out, prior to the 2:00 pm check-in time. All cleaning supplies and an area for ash will be furnished by the Government.

2.7 Comfort Station Cleaning

The contractor will clean the comfort station at least once daily on weekdays and twice daily on weekends. The comfort station must be maintained to the Technical Point of Contact's standards. Duties include cleaning and disinfecting of 5 toilets, 2 urinals, 4 sinks, doors, stall partitions, shower stalls, shower seats/benches, restroom benches, windows, interior walls, ceilings and floors. Trash will be removed from the trash receptacles, receptacles washed as necessary, and relined. The contractor will replenish toilet tissue and light bulbs as necessary, and check at least twice a day to insure all toilets, showers, sink faucets, exhaust fans, hand dryers, GFI outlets, pay phone, exterior and interior lighting, and bathroom water holding tank are operating properly. All cleaning supplies will be furnished by the Government.

2.8 Playground Maintenance

The playground equipment will be visually inspected weekly and any safety concerns reported immediately to the park ranger. The playground will be raked, and all litter removed. The Basketball court will be leaf blown and the horseshoe pits will be raked as needed.

2.9 Dump Station

The campground has a RV septic dump station on site. The area is to be checked daily and any signs of overflow or leaky faucets are to be reported to the rangers. Any litter must be picked up.

2.10 Visitor Parking Lot Patrols

On a daily basis the parking area should be patrolled, litter picked up, and dumpster checked for adequate room.

(End of Summary of Changes)