

**STATEMENT OF WORK
FOR
VIRGIN ISLANDS NATIONAL GUARD
GROUND MAINTENANCE CONTRACT AT THE
ESTATE NAZARETH MILITARY COMPLEX, ST.THOMAS, USVI**

SW 1-01 SCOPE: Furnish all materials, tools, supplies, equipment, labor and professional supervision required to perform grounds maintenance at the Estate Nazareth Military Complex at 6304 Estate Nazareth, St. Thomas, USVI 00802. This entails a minimum of one cutting a month with the possibility of 4 additional cuttings on call. **Proposal shall be made based on the price for a single cutting.**

SW 1-02 LOCATION: Sites of work are as follows:

All improved grounds surrounding existing buildings, i.e. manicured areas to include fenced parking areas and non-fenced parking areas.

SW 1-03 WORK TO BE ACCOMPLISHED: Work to be accomplished includes, but is not limited to, the following:

1. Grounds maintenance will include the following: removal of debris from the property; mowing of the lawn and trimming of trees and shrubs and any other plants that are in need of pruning; inspection of plants and soil for insects, and the extermination of any insects that are discovered during normal maintenance activities.
2. Grass will be mowed to the lowest height achievable without killing the grass or exposing bare soil.
3. Fence lines are to be cleared of all vegetation and kept clear of vegetation throughout the contract period.
4. Grass mowing includes all grass and vegetation for a distance of no less than 8 feet around the outside of the perimeter fence. In areas where the maintained property abuts a roadway the mowing is to include the area from the perimeter fence to the actual roadway.
5. Trimming and edging will be performed so that there is no vegetation left on or between concrete steps, sidewalks, any horizontal concrete or asphalt paving.
6. Trimming and edging will be performed in all areas that require grass removal that cannot be reached or performed by mowing.
7. All excess debris and vegetation will be removed from the property being maintained. This includes cuttings performed by contractor and anything that has fallen from the existing trees and shrubs.

SW 1-04 HOURS OF WORK: Contractor shall be required to perform the work between the hours of 7:00 AM and 5:00 PM, Mondays to Fridays, except on Federal holidays. Arrangements to work at different times or days must be coordinated through the Construction and Facilities Management Office in order to gain access to the facility.

1-05 TERM:

STATEMENT OF WORK AND SPECIFICATIONS FOR

Monthly Grounds Maintenance at Estate Nazareth Military Complex at 6304 Estate Nazareth, St. Thomas, VI 00802.

- A. This contract will be in effect for a twelve (12) month period. Upon agreement of the parties, the contract may be extended for additional optional 12-month periods.
- B. The Contractor and its employees shall be subject to, and shall at all times conform with, any and all rules, regulations, policies and procedures pertaining to the security at the above listed facilities. Any violations or disregard for the rules, regulations and policies may be cause for immediate termination of the Contractor. The Contractor and its employees shall at all times produce and display picture identification identifying the individual as an employee of the contractor.

SW 1-06 PAYMENT:Invoices will be turned in for each cutting separately.

SW 1-07 SAFETY: Safety requirements shall be in accordance with all Federal and Territorial laws and codes. The current Department of Labor safety and health regulations will govern the overall job safety program.

SW 1-08 ENVIRONMENTAL:

- C. The Virgin Islands National Guard (VING) has instituted an environmental Management System Policy (eMS). Its aim is to implement and communicate long-term goals for environmental protection, improvement and stewardship. This will be achieved through continuous monitoring, assessing, reviewing and approving our environmental objectives and targets.
- D. All personnel - military, civilian workers, contractors and visitors - doing business with VING must conform to the eMS protocols in and around VING facilities and training areas. Embodied in the Adjutant General's eMS Policy is the requirement to adhere to and comply with all Environmental, Federal, Territorial, Department of Defense and VIARNG laws, rules, regulations and policies.

END OF SECTION

**STATEMENT OF WORK
FOR
VIRGIN ISLANDS NATIONAL GUARD
GROUND MAINTENANCE CONTRACT AT THE
GRAMBOKO BUILDING SUBBASE, ST. THOMAS, USVI**

SW 1-01 SCOPE: Furnish all materials, tools, supplies, equipment, labor and professional supervision required to perform grounds maintenance at the GRAMBOKO Building in SUBBASE St Thomas, USVI. This entails a minimum of one cutting a month with the possibility of 4 additional cuttings on call.

Proposal shall be made based on the price for a single cutting.

SW 1-02 LOCATION: Sites of work are as follows:

- A. All improved grounds surrounding existing buildings, i.e. manicured areas to include fenced parking areas and non-fenced parking areas.

SW 1-03 WORK TO BE ACCOMPLISHED: Work to be accomplished includes but is not limited to the following:

1. Grounds maintenance will include the following: removal of debris from the property; mowing of the lawn and trimming of trees and shrubs and any other plants that are in need of pruning; inspection of plants and soil for insects, and the extermination of any insects that are discovered during normal maintenance activities.
2. Grass will be mowed to the lowest height achievable without killing the grass or exposing bare soil.
3. Fence lines are to be cleared of all vegetation and kept clear of vegetation throughout the contract period.
4. Grass mowing includes all grass and vegetation for a distance of no less than 8 feet around the outside of the perimeter fence. In areas where the maintained property abuts a roadway the mowing is to include the area from the perimeter fence to the actual roadway.
5. Trimming and edging will be performed so that there is no vegetation left on or between concrete steps, sidewalks, any horizontal concrete or asphalt paving.
6. Trimming and edging will be performed in all areas that require grass removal that cannot be reached or performed by mowing.
7. All excess debris and vegetation will be removed from the property being maintained. This includes cuttings performed by contractor and anything that has fallen from the existing trees and shrubs.

SW 1-04 HOURS OF WORK: Contractor shall be required to perform the work between the hours of 7:00 AM and 5:00 PM, Mondays to Fridays except on Federal holidays. Arrangements to work at different times or days must be coordinated through the Construction and Facilities Management Office in order to gain access to the facility.

SW 1-05 TERM:

STATEMENT OF WORK AND SPECIFICATIONS FOR

Monthly Grounds Maintenance at The Gramboko Building, St. Thomas, VI 00802.

- A. This contract will be in effect for a twelve (12) month period. Upon agreement of the parties, the contract may be extended for additional optional 12-month periods.

- B. The Contractor and its employees shall be subject to and shall at all times conform with any and all rules, regulations, policies and procedures pertaining to the security at the above listed facilities. Any violations or disregard for the rules, regulations and policies may be cause for immediate termination of the Contractor. The Contractor and its employees shall at all times produce and display picture identification identifying the individual as an employee of the contractor.

SW 1-06 PAYMENT: Invoices will be turned in for each cutting separately.

SW 1-07 SAFETY: Safety requirements shall be in accordance with all Federal and Territorial laws and codes. The current Department of Labor safety and health regulations will govern the overall job safety program.

SW 1-08 ENVIRONMENTAL:

- A. The Virgin Islands National Guard (VING) has instituted an environmental Management System Policy (eMS). Its aim is to implement and communicate long-term goals for environmental protection, improvement and stewardship. This will be achieved through continuous monitoring, assessing, reviewing and approving our environmental objectives and targets.

- B. All personnel - military, civilian workers, contractors and visitors - doing business with VING must conform to the eMS protocols in and around VING facilities and training areas. Embodied in the Adjutant General's eMS Policy is the requirement to adhere to and comply with all Environmental, Federal, Territorial, Department of Defense and VIARNG laws, rules, regulations and policies.

END OF SECTION