

**VIRGINIA DEPARTMENT OF TRANSPORTATION  
INVITATION FOR BIDS (IFB)**

Issue Date: **August 18, 2011**

**IFB# 114703**

Title: **Maintenance and Repairs to Pocahontas Ferry**

Commodity Code: **95951**

Issuing Agency:

**Commonwealth of Virginia  
Virginia Department of Transportation (VDOT)  
Central Office Mail Center- Loading Dock Entrance  
1401 E. Broad Street  
Richmond, Virginia 23219  
Attention: Patricia A. Rhodes**

Location Where Work Will Be Performed: **Contractor's Dry-Dock Location**

Period of Contract: **Estimated at Seventy-five days from date of award**

Pre-Bid Conference: **Mandatory Pre-Bid Conference will be held for this solicitation at 10:00 A.M. on August 29, 2011 at the Jamestown/Scotland Ferry, Operating Office, 16289 Rolfe Highway, Surry VA 23883. Attendance at this conference will be a prerequisite for submitting a bid. Attendance at the conference will be evidenced by the representative's signature on the attendance roster. No one will be admitted after 10:00 am or permitted to sign the attendance roster**

**Sealed Bids will be RECEIVED until September 12, 2011, 10:30 a.m. for Furnishing the Goods and/or Services Described Herein.**

**Sealed Bids will be OPENED in Public on September 13, 2011, 10:30 a.m. at VDOT, 1201 E. Broad St., 1<sup>st</sup> Floor, Richmond, VA 23219**

All Inquiries for Information Should Be Directed To: **Patricia A. Rhodes, (804) 371-6728, Patricia.Rhodes@VDOT.virginia.gov**

**If Bids Are Mailed, Hand Delivered, Sent by FedEx, UPS or other Courier, Send Directly To Issuing Agency Shown Above.**

**Name and Address Of Firm:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

( Signature In Ink)

Zip Code: \_\_\_\_\_

Name: \_\_\_\_\_

eVA Vendor ID or DUNS#: \_\_\_\_\_

(Please Print)

Fax Number: (\_\_\_\_) \_\_\_\_\_

Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Telephone Number: (\_\_\_\_) \_\_\_\_\_

**Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, § 2.2-4343.1 or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.**

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LINE	ITEM#	QTY	UOM	DESCRIPTION	UNIT PRICE	EXT. PRICE
1	9595101000	1.00	EA	CONTRACTOR RESPONSIBILITIES MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		

See Related IFB IV. Section 3 - Contractor Responsibilities  
 Bid Item 3.01.00 -Contractor Responsibilities

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883  
 List your best Delivery \_\_\_\_\_ Days, if applicable

2	9595101000	1.00	EA	MILESTONES & KEY EVENTS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 3.02 - Schedule of Milestones and Key Events  
 Bid Item 3.02.00 -Schedule of Milestones and Key Events

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883  
 List your best Delivery \_\_\_\_\_ Days, if applicable

3	9595101000	1.00	EA	DRY DOCKING AND UNDOCKING MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 4.01 - Dry Docking and Undocking  
 Bid Item 4.01.00 -Dry Docking and Undocking

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883  
 List your best Delivery \_\_\_\_\_ Days, if applicable

4	9595101000	1.00	EA	UNDERWATER HULL PRESERVATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 5.01 - Underwater Hull Preservation  
 Bid Item 5.01.00 -Underwater Hull Preservation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883  
 List your best Delivery \_\_\_\_\_ Days, if applicable

5	9595101000	1.00	EA	FREBOARD HULL & BULWARKS PRESRV MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 5.02 - Freeboard Hull and Bulwarks Preservation  
 Bid Item 5.02.00 -Freeboard Hull and Bulwarks Preservation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883  
 List your best Delivery \_\_\_\_\_ Days, if applicable

6	9595101000	1.00	EA	CAR DECK PRESERVATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 5.04- Car Deck Preservation  
 Bid Item 5.04.00 -Car Deck Preservation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

7	9595101000	1.00	EA	ISLAND PRESERVATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 5.04 - Island/Pilot House Preservation  
 Bid Item 5.04.00 -Island/Pilot House Preservation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

8	9595101000	1.00	EA	HULL INSPECTION & REPAIRS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 6.01 - Hull Inspection and Repairs  
 Bid Item 6.01.00 -Hull Inspection and Repairs

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

9	9595101000	1.00	EA	SEA VALVES AND STRAINERS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 6.02 - Sea Valves & Strainers  
 Bid Item 6.02.00 -Sea Valves & Strainers

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

10	9595101000	1.00	EA	HULL ZINC RENEWALS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 7.01 - Hull Zinc Renewals  
 Bid Item 7.01.00 -Hull Zinc Renewals

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

11	9595101000	1.00	EA	WATERTIGHT SCUTTLES AND DOORS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 7.03 - Watertight Scuttles and Doors  
 Bid Item 7.03.00 -Watertight Scuttles and Doors

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

12	9595101000	1.00	EA	VOITH PROPELLER INSPCTN & REPR MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.01- Voith Propeller Inspection & Repairs  
 Bid Item 9.01.00 -Voith Propeller Inspection & Repairs

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

13	9595101000	1.00	EA	KEEL COOLERS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.05 - Keel Coolers  
 Bid Item 9.05.00 -Keel Coolers

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

14	9595101000	1.00	EA	LINE SHAFT & LINE SHAFT BEARIN MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.06 - Line Shaft and Line Shaft Bearings  
 Bid Item 9.06.00 -Line Shaft and Line Shaft Bearings

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

15	9595101000	1.00	EA	MAIN ENGINES MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.08 - Main Engines  
 Bid Item 9.08.00 -Main Engines

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

16	9595101000	1.00	EA	SHIPS SVC DIESEL GENRATRS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.09 - Ships Service Diesel Generators  
 Bid Item 9.09.00 -Ships Service Diesel Generators

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

17	9595101000	1.00	EA	EMERGENCY DIESEL GENERATOR MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 9.10 - Emergency Diesel Generator  
 Bid Item 9.10.00 -Emergency Diesel Generator

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

18	9595101000	1.00	EA	MAIN & EMRGNCY SWTCHBRD CLEAN MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 10.01 - Main and Emergency Switchboard Cleaning  
 Bid Item 10.01.00 -Main and Emergency Switchboard Cleaning

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

19	9595101000	1.00	EA	METER AND GAUGE CALIBRATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 10.02 - Meter and Gauge Calibration  
 Bid Item 10.02.00 -Meter and Gauge Calibration

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_ Days, if applicable

20	9595101000	1.00	EA	FIXED CO2 RELEASE CONTAINMENT MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 14.01 - Fixed CO2 Release Containment  
 Bid Item 14.01.00 -Fixed CO2 Release Containment

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

21	9595101000	1.00	EA	A&B-END RUB RAIL & FREBRD HULL MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 15.01 - A & B End Rub Rail & Freeboard Hull  
 Bid Item 15.01.00 -A & B End Rub Rail & Freeboard Hull

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

22	9595101000	1.00	EA	SALON/CREW SPACES DECK COVERNG MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 18.01 - Salon/Crew Spaces Deck Coverings  
 Bid Item 18.01.00 -Salon/Crew Spaces Deck Coverings

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

23	9595101000	1.00	EA	TOILET BOWL INSTALLATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 19.01 - Toilet Bowl Installation  
 Bid Item 19.01.00 -Toilet Bowl Installation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

24	9595101000	1.00	EA	E R VENT FIRE DAMPR CONT.INS MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 19.02 - E R Vent Fire Damper  
 Control Ins. Bid Item 19.02.00 -E R Vent Fire Damper Control  
 Ins.

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

25	9595101000	1.00	EA	RESCUE BOAT DAVIT INSTALLATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 19.03 - Rescue Boat Davit Installation  
 Bid Item 19.03.00 -Rescue Boat Davit Installation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

26	9595101000	1.00	EA	DRAIN CLEAN-OUT INSTALLATION MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 19.04 - Drain Clean-Out Installation  
 Bid Item 19.04.00 -Drain Clean-Out Installation

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

27	9595101000	1.00	EA	POTABLE WATER TANK MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 21.01 - Potable Water  
 Tank (P) Bid Item 21.01.00 -Potable Water Tank (P)

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

28	595101000	1.00	EA	FUEL TANK MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 21.02 - Fuel Tanks  
 Bid Item 21.02.00 -Fuel Tanks

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

29	9595101000	1.00	EA	MARINE SANITATION DEVICE (MSD) MARINE EQUIPMENT MAINTENANCE AND REPAIR (NOT OTHERWISE LISTE		
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See Related IFB IV. Section 21.06 - MSD Tank  
 Bid Item 21.06.00 -MSD Tank

**DELIVER TO**

VDOT Jamestown-Scotland Ferry Maint 16289 Rolfe Hwy. Surry, VA 23883

List your best Delivery \_\_\_\_\_ Days, if applicable

Grand Total : \$ \_\_\_\_\_



**I. PURPOSE:**

The Virginia Department of Transportation (herein referred to as “VDOT”) is soliciting bids from interested, qualified firms to furnish the appropriate shipyard/facilities complete with rigging, materials, equipment, services (including crane) to accomplish the specified dry docking, cleaning, painting, maintenance, repairs and inspection to the M/V Pocahontas. The M/V Pocahontas is located at the Scotland Wharf Landing of the Jamestown-Scotland ferry in Surry, Virginia.

The Virginia Department of Transportation anticipates the work to commence after the transfer of vessel to the Contractor’s shipyard with an estimated completion of work within 75 calendar days. The vessel is available for inspection during the hours of 8:00 am to 3:00 pm, Monday through Friday.

**II. QUESTIONS REGARDING THIS INVITATION FOR BID:**

Any questions regarding this invitation for bid shall be addressed to *Patricia A. Rhodes, CPPB, VCO at Patricia.Rhodes@vdot.virginia.gov*. The issuing office shall determine whether any addendum should be issued as a result of any questions or other matters.

**III. GENERAL:**

For the purpose of clarification, each firm receiving this Invitation for Bid is referred to as a “Bidder” and the Bidder awarded the contract to supply the services is referred to as a “Contractor”. Virginia Department of Transportation is referred to as “Department” or as “VDOT”, and “Representative” refers to the VDOT Contract Administrator who will be administering the contract. This Invitation for Bid states the instructions for submitting bids, the procedure and criteria by which a contract may be awarded, and the contractual terms which will exclusively govern the contract between VDOT and the Contractor.

**IV. SPECIFICATIONS / CONTRACT REQUIREMENTS:**

The Contractor shall furnish and provide all labor, supervision, rigging, materials, incidentals, equipment, services (including crane) and appropriate plant site as required in accordance with the terms and conditions and specifications listed within to accomplish the specified dry docking, cleaning, painting and repairs to the M/V Pocahontas as follows:

## **PROJECT INDEX PAGE**

- 1. VESSEL DESCRIPTION**
  - 1.01.00 - POCAHONTAS PARTICULARS**
- 2. TERMS AND CONDITIONS**
  - 2.01.00 - GENERAL REQUIREMENTS..**
- 3. DOCK AND SHIPYARD SERVICES**
  - 3.01.00 - CONTRACTOR RESPONSIBILITIES**
  - 3.02.00 - SCHEDULE OF MILESTONES AND KEY EVENTS**
- 4. DRY DOCKING**
  - 4.01.00 - DRY DOCKING AND UNDOCKING**
- 5. UNDERWATER AND TOPSIDE PAINTING**
  - 5.01.00 - UNDERWATER HULL PRESERVATION**
  - 5.02.00 - FREEBOARD HULL AND BULWARKS PRESERVATION**
  - 5.03.00 - CAR DECK PRESERVATION**
  - 5.04.00 - ISLAND PRESERVATION**
- 6. CONTINUOUS HULL SURVEY**
  - 6.01.00 - HULL INSPECTION AND REPAIRS**
  - 6.02.00 - SEA VALVES AND STRAINERS**
- 7. DECK AND HULL REPAIRS**
  - 7.01.00 - HULL ZINC RENEWALS**
  - 7.02.00 - NOT USED**
  - 7.03.00 - WATERTIGHT DOORS AND SCUTTLES**
- 8. NOT USED**
- 9. ENGINEERING REPAIRS**
  - 9.01.00 - VOITH PROPELLERS INSPECTION AND REPAIRS**
  - 9.02.00 - NOT USED**
  - 9.03.00 - NOT USED**
  - 9.04.00 - NOT USED**
  - 9.05.00 - KEEL COOLERS**
  - 9.06.00 - LINE SHAFT AND LINE SHAFT BEARINGS**
  - 9.07.00 - NOT USED**
  - 9.08.00 - MAIN ENGINES**
  - 9.09.00 - SHIPS SERVICE DIESEL GENERATORS**
  - 9.10.00 - EMERGENCY DIESEL GENERATOR**
- 10. ELECTRICAL REPAIRS**
  - 10.01.00 - MAIN AND EMERGENCY SWITCHBOARD CLEANING**
  - 10.02.00 - METER AND GAUGE CALIBRATION**

**11-13. NOT USED**

**14. FIRE FIGHTING SYSTEMS**

**14.01.00 - FIXED CO2 RELEASE CONTAINMENT**

**15. DAMAGES**

**15.01.00 - A & B ENDS RUB RAIL & FREEBOARD HULL**

**16-17. NOT USED**

**18. ACCOMODATION REPAIRS**

**18.01.00 - SALON / CREW SPACES DECK COVERINGS**

**19. ADDITIONS AND ALTERATIONS**

**19.01.00 - TOILET BOWL INSTALLATION**

**19.02.00 - E.R. VENT FIRE DAMPER CONT. INSTALLATION**

**19.03.00 - RESCUE BOAT DAVIT INSTALLATION**

**19.04.00 - DRAIN CLEAN-OUT INSTALLATION**

**20. NOT USED**

**21. MISCELLANEOUS**

**21.01.00 - POTABLE WATER TANK**

**21.02.00 - FUEL TANKS**

**21.03.00 - NOT USED**

**21.04.00 - NOT USED**

**21.05.00 - NOT USED**

**21.06.00 - MSD TANK SYSTEM**

## General Requirements

### Description:

The following specification requires the Contractor to furnish all labor, rigging, materials, equipment, services (including crane) and appropriate plant site to accomplish the specified dry docking, cleaning, painting and repairs to the M/V Pocahontas.

### POCAHONTAS PARTICULARS

#### Dimensions

**Length Overall: 263 FT. 4 IN.**

**Breadth Overall: 65 FT. 4 IN.**

**Depth (Freeboard): 15 FT. 6 IN.**

**Draft (light): 10 FT. 7 IN**

**Draft (loaded): 11 FT.**

**Height(Keel to Mast 74 FT.**

**Date of building: August, 1995**

**Built by: Trinity Marine Group, Moss Point, Escatawpa, MS.**

**Port of Registry: Norfolk, Virginia**

**Class: Passenger / Car Ferry**

**Classification Society: ABS/ USCG**

**Official No: 1032336**

**Call Sign: WCT8644**

**Gross Tonnage: 1272**

**Net Tonnage: 388**

**Light Displacement: 1073.35 LT**

**Hull Type/ Material: Double Ended Ferry, Steel Hull**

**Main Propulsion: Two, L12-645-E6 EMD, 1500 H.P. @ 900**

## **1.01. POCAHONTAS PARTICULARS**

**Reduction Gear:**            **Voith Unit / Propellers**

**Main Generators:**            **Three, Detroit Diesel, GM 8-71, 150 KW, 460VAC, 3 PH.**

**1.01.1.**            The M/V Pocahontas will be located at the Scotland Wharf landing of the Jamestown-Scotland ferry in Surry, Va.

**1.01.2.**            The ferry will be available for inspection during the hours of 8:00 AM to 3:00 PM, Monday through Friday.

## 2.01.00 - GENERAL REQUIREMENTS

### 2.01.1.0. SCOPE OF WORK:

2.01.1.1. This specification requires the Contractor to furnish all labor, rigging, materials, equipment, services (including crane) and appropriate plant site to accomplish the specified dry docking, cleaning, painting and repairs to the M/V Pocahontas.

2.01.1.2. Port Engineer (P/E\VDOT Supervisor) and/or Water Craft Surveyor (WCS)

2.01.1.2.1. VDOT will have a P/E\VDOT Supervisor and/or a WCS to attend the vessel on the job site at all times while the work is being accomplished.

2.01.1.2.2. All work must be performed to the satisfaction of the P/E\VDOT Supervisor or WCS.

2.01.1.2.3. The P/E\VDOT Supervisor or WCS may not authorize additional work or services beyond those listed in this specification or delivery/task orders.

2.01.1.2.4. Additional Tasks: The Contractor may provide tasks not listed in the original contract specifications as follows:

2.01.1.2.4.1. For each additional task the Contractor shall provide the following to the P/E\VDOT Supervisor or the WCS:

- A. A condition report.
- B. A recommendation for repair or renewal.
- C. A specification for the task to be performed.
- D. A written quote/estimate of the cost to perform the task.

2.01.1.2.4.2. The Contract Administrator or WCS will submit the estimate for VDOT funding approvals; requests to start the task will be issued to the Contractor upon funding approval.

2.01.1.4.3. Task request(s) shall include, but not be limited to any United States Coast Guard (USCG) requirements.

2.01.2.0. DEFINITIONS: Words used throughout this contract are defined as follows:

2.01.2.1. SSPC: Steel Structures Painting Council standards.

2.01.2.2. Surface Cleanliness: SSPC standards for surface cleanliness is the condition for the substrate after cleaning has a removed partial or total residues of chloride, soluble ferrous salts and sulfate contamination. The acceptable standard of cleanliness in this specification is SC-2.

2.01.2.3. Abrasive Blast to Near White Metal: Clean surfaces to SSPC-SP10, NACE No. 2, Swedish Sa 1-1/2 standard, ninety-five percent (95%) free of scale, rust, paint, staining or discoloration of the material surface, remaining five percent (5%) of surface area may contain randomly dispersed paint and staining residue.

2.01.2.4. Abrasive Blast to White Metal: Clean surfaces to SSPC-SP5, NACE No. 1, Swedish Sa 3 standard, one-hundred percent (100%) free of mill scale, rust, paint, staining or any discoloration of material surface.

## 2.01.00 - GENERAL REQUIREMENTS

- 2.01.2.5.** Commercial Blast: Sand blast surfaces to SSPC-SP6 surface condition.
- 2.01.2.6.** Appendage: A general term for any part projecting from the underwater portion of the hull such as shaft bossing, bar keel, bilge keel, propeller struts and skegs.
- 2.01.2.7.** Hand Tool Clean: Clean surfaces to SSPC-SP2, Swedish St2 standard, free of all loose paint, scale rust and debris, utilizing hand tools.
- 2.01.2.8.** VDOT Contracting Officer: VDOT Contracting Officer is a person with the authority to enter into and/or terminate contracts, make a related determinations and/or findings and issue purchase orders. Only the VDOT Contracting Officer has the authority to extend the performance period of the contract and/or delivery task orders.
- 2.01.2.9.** Definite Item: Known work that shall be diligently prosecuted upon issuance of delivery order.
- 2.01.2.10.** Indefinite Item/Growth Work: Work to be accomplished only upon the written approval (purchase order) of the VDOT Contracting Officer. Activation of an indefinite item does not entitle the Contractor to an extension of the performance period. For each Indefinite Item or Growth Item the Contractor shall follow the procedure listed under 2.01.1.2.4.1... Five (5) business days shall be allowed for VDOT to respond to the growth item (condition report) and the estimate.
- 2.01.2.11.** Includes: Includes, but not limited to:
- 2.01.2.12.** Port Engineer (P/E\VDOT Supervisor)/Water Craft Surveyor (WCS): The person(s) who acts as the VDOT representative in inspecting work performed by the Contractor for compliance with the contract and any modification thereto; same as VDOT Supervisor.
- 2.01.2.13.** Exchange: Replacement of any item with a like item.
- 2.01.2.14.** Renew: To remove the existing, then furnish and install with new approved for the purpose.
- 2.01.2.15.** Furnish: The Contractor shall provide what is needed at the Contractor's expense, as part of the work item price. All parts shall be new, unless the specification allows for a reconditioned item.
- 2.01.2.16.** Tug: Vessel powered, designed, built and equipped for towing.
- 2.01.2.17.** Water jetting: Using ultra-high pressure (UPH-WJ) to SSPC-SP12 standard to achieve a near white blast, standard WJ-2.
- 2.01.2.18.** Milestone/Checkpoint: Significant events identified by or in this contract task text.
- 2.01.3.0.** **ORDER OF PRECEDENCE**: In the event of a conflict between the text of the specification and the applicable references, the order of precedence shall be as follows unless modified in writing by the P/E\VDOT Supervisor. Nothing in these documents supersedes applicable laws and regulations unless a specific exemption has been obtained.
- A. State specifications and standards.
  - B. Federal specifications and standards.

- C. Publications and industry standards (Technical Representative to lend technical support as needed)
- D. The text of the specification.
- E. Other contract documents, (Drawings, Manufacturers' Instructions, to include updates and/or recent revisions).
- F. Drawings (as furnished by VDOT)

### **3.01.00 - CONTRACTOR RESPONSIBILITIES**

#### **3.01.1.0. Environmental and Safety Regulations:**

**3.01.1.1.** The Contractor shall comply with all federal, state and local environmental and Occupational Safety and Health Administration (OSHA) regulations.

**3.01.1.2.** These responsibilities shall be considered to be a part of this specification and included in any growth items or change orders issued under the contract.

**3.01.1.3.** The Contractor shall consider and reflect these requirements and responsibilities in his bid for this item (3.01.00), for any and all original contract items or any new item quote (growth).

**3.01.1.4.** The Contractor shall assume these responsibilities and perform as required for all tasks performed during this yard period or for any period extension for this project.

#### **3.01.2.0. Rules of Repair:** The Contractor shall comply with rules as follows:

**3.01.2.1.** The Contractor shall perform all work in strict compliance with the American Bureau of Shipping Rules of Steel Ship Building (ABS) and the Code of Federal Regulations Title 46, Shipping, (46CFR) as interpreted and enforced by the United States Coast Guard (USCG) and otherwise in good marine practice.

**3.01.2.2.** All parts or equipment replaced by or new additions to the vessel by the Contractor shall have the written approval of the USCG as obtained by the Contractor and shall be in compliance with ABS Rules and the manufacturers' recommendations.

**3.01.2.3.** The Contractor shall be responsible for performing any tests required by the USCG or any other regulatory body with jurisdiction and providing results to the satisfaction of the regulatory body and VDOT.

**3.01.2.4.** The Contractor shall include all costs for tests in the task bid or quote to complete the task.

#### **3.01.3.0. Interferences:** The Contractor shall provide as follows:

**3.01.3.1.** The Contractor shall remove any and all interferences of all original contract tasks and any growth work to perform the task and replace/repair the interferences upon finishing a task.

**3.01.3.2.** The Contractor shall ensure that all vessel spaces or compartments, components or equipment damaged or exposed by interference removals are restored to original conditions in form fit, function and appearance.



- 3.01.3.3.** The Contractor shall renew the following components or disturbed portions of systems, as applicable, when reassembling affected systems:
- A. Insulation material previously installed with adhesive;
  - B. Deck covering;
  - C. Wasted, corroded, missing, damaged or otherwise unusable fasteners shall be replaced with new like kind fasteners;
  - D. Washers, lock washers or nuts of like kind, unless designated different in the task order.
- 3.01.3.4.** Where gaskets or seals are removed or disturbed during the performance of a task, the gasket or seal shall be replaced by the Contractor with a new in-kind gasket or seal.
- 3.01.3.5.** The Contractor shall use anti-seize compound on all threaded steel connections unless the manufacturer or actual application present contraindications.
- 3.01.4.** Contractor Vessel Responsibilities: The Contractor shall be responsible for the vessel and shall provide the following to the vessel during the repair period:
- A. Provide all required electrical power, cables, and connections; the M/V Pocahontas is to be supplied with a grounding cable connected to ground and 240v, three (3) phase AC power.
  - B. Provide fire protection to the vessel at all times.
  - C. Provide oily waste products removal from the vessel.
  - D. Provide heat to the vessel to assure the temperature is maintained above fifty (50) degrees Fahrenheit and provide/install heat lamps on electrical machinery to keep moisture from compromising insulation resistance where needed (i.e. -. generators).
  - E. Provide for the security of the vessel and contents.
  - F. Provide a secure, furnished office, to be located within the plant or shipyard facilities to allow the P/E\VDOT Supervisor office access while vessel is in the shipyard for maintenance to include as follows:
    - 1. Communications [two (2) telephone lines],
    - 2. Fax machine,
    - 3. Computer modem,
    - 4. Heating/air conditioning.
    - 5. Furniture – to include as follows:
      - a. Desk, office, at least “30 x 60 “
      - b. Office chairs, two (2) each,
      - c. Draft table for plans and drawing review,
      - d. File cabinet, four (4) drawer,
      - e. Adequate lighting
    - 6. Bathroom and Shower facilities (for clean-up),
    - 7. Towels, clean, daily [two (2) each -face, bath and wash cloths]
    - 8. Bath soap
    - 9. Hand soap cleaner (i.e., GO-JO hand cleaner)
    - 10. Office cleaning (daily) to include but not be limited to emptying trash and floor sweeping
  - G. Provide removal of all hazardous waste generated during repair period.

- H. Provide for water tight integrity of the vessel at all times.
- I. Provide for a secure parking space near the assigned office.
- J. Bilge and Tank Cleaner: The Contractor shall provide the services of a bilge and tank cleaner as follows:
  - 1. The bilge and tank cleaner shall clean the Engine Room bilges of trash, debris, oil or any waste.
  - 2. The vessel shall be delivered with clean, dry bilges at final acceptance.
  - 3. All bilges throughout the vessel shall be cleaned, pumped dry and be free of oil or trash at end of contract delivery.
- K. Provide for all crane and rigging services.
- L. Clean the vessel of dirt, debris and trash throughout all spaces including the engine room spaces and fideley and protect electrical equipment and mechanical equipment from any and all damages which may result from the cleaning process.

**3.01.5.0.** Damages: The Contractor shall be responsible for all damages to the vessel, its equipment and machinery due to the Contractor, his employee's or his Subcontractor's negligence or failure to act to protect the vessel while the vessel is under the Contractor's care

**3.01.6.0.** Dry-Docking Facilities: The Contractor shall dry dock watercraft (vessels) without stress or strain by use of graving dock, floating dry-dock, or a marine railway. **USE OF A CRANE FOR DRY DOCKING IS STRICTLY PROHIBITED.**

**3.01.7.0.** Dry-Dock Certification:

- A. The Contractor shall provide a sound graving or floating dry-dock, or a marine railway, capable of lifting and accommodating a vessel with displacement and dimensions as specified in the dry-dock item of the contract or delivery/task order.
- B. The Contractor shall provide qualified docking personnel and a qualified dock master to ensure the dry-dock and docking equipment is capable of docking and undocking the subject vessel at all ranges of tidal conditions; the following details shall apply:

**3.01.7.1.** The Contractor shall ensure the dry-dock is certified by a professional engineer as being capable of safely docking the vessel.

**3.01.7.2.** The Contractor shall provide certification by a registered professional engineer that shall include the following:

- A. Date of the inspection;
- B. Principal dimensions;
- C. Capacity;
- D. A statement that the professional engineer observed the operation of the mechanical and electrical systems and that the systems are satisfactory to lift the vessel;

- E. A statement that the professional engineer visually inspected the structure and verifies the wastage that currently exists is less than twenty-five percent (25%) or, if wastage is more than twenty-five percent (25%) in certain areas, thickness readings for those areas and an analysis (preferably a Finite Element Analysis) to indicate what the structure can support the vessel in its current condition. (If applicable, fire protection services, and fire alarms and locations shall be indicated in the statement).

**3.01.7.3.** The Contractor shall submit proof of current dry dock certification on the dry-dock facility prior to contract award as follows:

- A. Provide three (3) copies of the certification to the P/E\VDOT Supervisor.
- B. Provide a statement concerning certification of the docking facility and its capability for docking the vessel to the P/E\VDOT Supervisor.
- C. Any limitations in the dock loading, rate of flooding or dewatering, block location vessel displacement or trim shall be included in the statement.

**3.01.8.0.** Sandblasting and Painting: The Contractor shall provide sandblasting and painting as follows:

**3.01.8.1.** Take extreme caution to prevent blasting materials from entering into sections and compartments not intended to be sandblasted, by sealing off all compartments during sandblasting and painting of the exterior, interior or underwater hull.

**3.01.8.2.** Protect all windows and port lights by the installation of either metal or wood blanks and properly sealed to prevent damage.

**3.01.8.3.** Protect exterior light fixtures, armored cables, deck machinery, name plates and all bright work by wrapping with rags, masking and covering with canvas covers.

**3.01.8.4.** Correct damage to any items on the vessel by replacement or repair at no cost to VDOT, and to the satisfaction of the WCS or P/E\VDOT Supervisor.

**3.01.9.0.** Cleaning: All dirt, grease marks and debris caused by the Contractor personnel in the performance of work throughout the vessel shall be completely cleaned by the Contractor after all work and test runs have been completed and before the vessel has been accepted by the P/E\VDOT SUPERVISOR or WCS. (Debris shall be cleaned up periodically to ensure a safe working environment).

**3.01.10.** Ventilation: All painted areas not having free access to natural ventilation and which are required to be closed or sealed upon redelivery of the vessel shall be ventilated by the Contractor by using forced dry air between coat applications for not less than twenty-four (24) continuous hours prior to closing.

**3.01.11.** Painting: The Contractor shall be responsible for all surface preparation, priming and finish painting required in the contract or delivery/task order and shall conform in all respects to the required paint/coating technical representative's instructions.

**3.01.12.** Disturbed Areas: All painted surfaces that are disturbed, soiled or marred by the accomplishment of work specified herein, and authorized changes thereto, shall be cleaned, primed and painted by the Contractor in accordance with the required paint/coating technical representative's instructions at no additional cost to VDOT.

- 3.01.13.** Gas Freeing: The Contractor shall provide a “gas free” or “safe for hot work” certificate issued by a certified chemist to the P/E\VDOT SUPERVISOR\WCS, as certification that all tanks or other adjacent areas in the way of repairs or alterations are free of gas or other fire hazards and/or that spaces to be entered or worked in are safe for entry in the performance of any burning, heating, welding, or access for entry required to accomplish the repairs indicated in this specification or any additional task (growth work).
- 3.01.14.** Paints: The Contractor shall submit test reports establishing compliance with all Federal, State, and Local environmental standards pertaining to marine paints, red lead removal, painting processes, and the handling, storing, and disposal of hazardous wastes as follows:
- 3.01.14.1.** The Contractor shall remove all grease, debris, welding scale, flux, and dirt from the surfaces to be painted before applying paint.
- 3.01.14.2.** No paint shall be applied by the Contractor when the temperature is expected to drop below forty (40) degrees Fahrenheit, or when the temperature is expected to drop below zero (0) degrees Fahrenheit with in a twenty four (24) hour period of applying paint.
- 3.01.14.3.** No paint shall be applied by the Contractor when the ambient temperature is less than five (5) degrees above the dew point or surfaces to be painted show any evidence of condensation. (Surfaces to be painted must be dry).
- 3.01.14.4.** All paint used by the Contractor must be first quality marine paint and applied in strict compliance with manufacturer’s recommendations.
- 3.01.14.5.** All coats applied by the Contractor shall be compatible with the primer and any other coat(s) of paint.
- 3.01.14.6.** Colors and color schemes of the paints used by the Contractor during this repair period shall be the same throughout the vessel as when delivered unless otherwise changed by written order of the P/E\VDOT Supervisor.
- 3.01.15.** Recovered Materials: The Contractor shall certify the Federal Acquisition Regulation (FAR) Clause 52.223-9, Certification and Estimate of Percentage of Recovered Material Content for Environmental Protection Agency (EPA) Designated Items (Aug 2000), located in Section I, prior to final payment.
- 3.01.16.** Inspection: The Contractor shall schedule any task that requires the inspection (**CHECK POINT**) of the P/E\VDOT Supervisor or WCS between 08:00 A.M. and 03:00 P.M., Monday through Friday, excluding state or federal holidays.
- 3.01.17.** Return of Parts: The Contractor shall return all parts removed from the vessel that are not reused, or reinstalled on the vessel or credited to VDOT for core parts as part of a repair in an original item or growth work specifications to the P/E\VDOT Supervisor for recycling.
- 3.01.18.** Warranty: All work performed and new or overhauled parts installed shall be warranted by the Contractor for a period of twelve (12) months from the date the vessel departs the ship yard after final acceptance or until the Subcontractor and/or manufacturer warranty period expires, whichever is longer.
- 3.01.19.** Declaration of Security (DOS): The Contractor shall accept and adhere to a DOS that identifies VDOT and the Contractor responsibilities during the contract period as follows:
- A. The Contractor shall finalize the DOS prior to the start of work.

- B. The Contractor shall provide a description of their personnel security practices, including the types of security investigations (background checks) conducted on company employees, and how the Contractor ensures the security investigations of Subcontractors as part of a complete bid package. (See Attachment F).
- C. The Contractor shall provide a description of their understanding of the most current Code of Federal Regulations (46CFR), Section 1520 (interim final) as part of a complete bid package. (See Attachment G).

**End of Bid Item 3.01.00, Contractor Responsibilities, See Bid Pricing Schedule - Line 1.**

**3.02.00 - SCHEDULE OF MILESTONES AND KEY EVENTS**

- 3.02.1.** The Contractor shall submit 2 (two) copies of a legible Production Schedule not later than 5 (five) working days after award of the contract with the following characteristics:
- Graphical in format.
  - Shows overall period of performance for each Task/Item, with start and completion dates of all tasks.
  - Due dates for Condition Reports (CRP), Critical Inspection Reports (CIR) and any events (Milestones or Checkpoints) requiring P/E, WCS, or Coast Guard Inspector presence.
  - The dates for the final testing, Dock trials and Sea trials.
- 3.02.2.** A weekly revision of (2.01) shall be submitted to the P/E or WCS to reflect any Schedule changes due to the addition or modification of work Items and changes made by the contractor. Two (2) copies of the up dated schedule shall be submitted each week.
- 3.02.3.** Two copies of a Bi-Weekly report, in graphical form, showing the up to date total percentage of completion of each Task /Item under contract or being worked shall be provided to the P/E or WCS. On a Monthly basis, the report shall be accompanied by Two (2) copies of an invoice for payment to the Contractor for the total of the latest Monthly percentage increase of the total production in all Task/Items worked. The invoice and report shall be submitted to the Virginia Department of Transportation for approval and payment. Ten per-cent (10%) of the contract tasks' total cost shall be held back until final vessel acceptance is made by the P/E, WCS or the Contract Administrator for the Virginia Department of Transportation.
- 3.02.4.** The Contractor shall provide the latest allowable receipt date for State Furnished Material (SFM) or Sub-contractor Furnished Material (SCFM).
- 3.02.5.** The Contractor shall identify any controlling work items. Controlling work items are those which by virtue of scope, material requirements, complexity, or other considerations have the potential for impact on the scheduled completion of the tasks in this contract.
- 3.02.6.** Scheduled inspections or Operational tests to be witnessed by the P/E, WCS or United States Coast Guard or any other Authority required shall be given notice and coordinated by the Contractor at least one day prior to execution.
- 3.02.7.** Dock Trials shall be performed by the Contractor in the presence of the P/E, WCS, and USCG (when required), to demonstrate the proper operation of all equipment that has been repaired during this ship yard repair period. The operation of the main engine, Engine Room controls, Pilot House controls, Steering controls and associated machinery, electrical plant, and auxiliaries shall be tested and proved satisfactory to the P/E, WCS, or any regulatory agency (as needed). Results of this trial shall be recorded

and two (2) copies shall be given to the P/E or WCS Discrepancies noted during this trial shall be addressed by the Contractor to the satisfaction of the P/E or WCS.

- 3.02.7.1. The Contractor shall provide qualified personnel to test the equipment, any test apparatus needed, (including mechanical or electrical) or services required (ie.Tech Reps) to complete the Dock Trial. The Contractor shall make adjustments to all equipment as required to make systems operational. The P/E may elect to assign a state provided crew to assist in this task.
- 3.02.7.2. Two (2) copies of a laddered Schedule of Events for the Dock Trial (2.06) shall be prepared by the Contractor and presented to the P/E or WCS at least 24 hours before the scheduled Trial.
- 3.02.8. A Sea Trial and Final Inspection shall be performed by the P/E and WCS after the completion of the Dock Trial and any discrepancies found in 2.06 have been corrected.
- 3.02.8.1. VDOT will provide qualified personnel to operate the vessel during the Sea Trials.
- 3.02.8.2. The Contractor shall provide qualified personnel to accompany the vessel during the Sea Trial to assist with any necessary inspection, observation, adjustments to machinery or provide additional help to the crew of the vessel as needed. Discrepancies found during the Sea Trial shall be corrected by the contractor to the satisfaction of the P/E or WCS. New Items will be those discrepancies noted that were not tasked previously during the yard period. Any new Tasks must be processed as per the General Requirements, paragraph (3) before beginning the task.
- 3.02.8.3. VDOT will provide fuel and lubricants for the Dock Trial and the Sea Trial.
- 3.02.8.4. Box lunches and beverages shall be provided by the Contractor for State personnel during the Sea Trial. (For the purpose of estimation 10 Box lunches shall be required.)
- 3.02.9. Final acceptance shall be affirmed after a satisfactory Sea Trial and Inspection, as determined by the P/E or his delegate. Within five (5) business days after Final acceptance, the Contractor shall meet with the PE, WCS or Contract Administrator to Finalize the Bill for this yard period.

## **End of Bid Item 3.02.00, Schedule of Milestones and Key Events, See Bid Pricing Schedule - Line 2.**

### **4.01.00 - DRYDOCKING AND UNDOCKING**

#### **4.01.1.0. SCOPE:**

Contractor shall furnish all services, skilled labor facilities, tools, materials, rigging, unrigging, staging, and machines to safely Dock and undock the vessel for Underwater Hull, fittings, and auxiliary apparatus to be cleaned, inspected, repaired or renewed and coated.

#### **4.01.2.0. REFERENCES:**

- 4.01.2.1. Print A - 4 Docking Plan & Cathodic Protection

#### **4.01.3.0. REQUIREMENTS:**



- 4.01.3.01.** The Contractor shall dry dock the vessel for underwater inspection and repairs. Obtain and record necessary data for inclusion in a Condition Report addressing the hull bottom, zincs, keel coolers, sea chests, strainer covers, any underwater appendages, Voith propellers, and all associated clearances. Provide Three (3) copies of each report in this specification to the P.E. or WCS supervisor.
- 4.01.3.02.** Contractor shall shift vessel on blocks for 100 percent cleaning and painting.
- 4.01.3.03.** Contractor shall refloat the vessel upon completion of all specified underwater repairs.
- 4.01.3.04.** **Docking Requirements:**
- 4.01.3.05.** Contractor shall provide suitable dry docking facilities to dry dock the vessel for underwater repairs.
- 4.01.3.06.** Contractor shall properly block the vessel so as to eliminate any undue stress or strain on the vessel's hull.
- 4.01.3.07.** Contractor shall properly block vessel without obstructing the sea chests on the hull plating or the grid cooler assemblies/guard plate structures attached to the hull.
- 4.01.3.08.** Necessary lay days, while dry docked to accomplish underwater work outlined in this specification or additional work to complete an underwater repair item of this specification shall be included in the price of this item.
- 4.01.3.09.** Dry docking of the vessel shall commence within the first twenty-five (25) percent of the performance period.
- 4.01.3.10.** Contractor shall provide a sound dock with qualified personnel, plus any necessary equipment to safely dock the M/V Pocahontas.
- 4.01.3.11.** A Docking Conference shall be held at least one day before the actual event. The particulars of the docking activities shall be presented to the VDOT supervisor to include the blocking plan dock certification, dock master certification, safety and security plans, special precautions or actions that are required by the characteristics of the vessel or dock, such as the pumping and flooding schedule on floating dry docks and specific trim list and stability requirements of the vessel during docking and undocking. This procedure shall address the specific docking and undocking evolutions to be performed.
- 4.01.3.12.** Contractor shall provide tugs, pilots, and personnel for the complete and safe transfer, docking and undocking of the vessel. The number of tugs shall be agreed to by the VDOT Supervisor at the docking conference.
- 4.01.3.13.** When utilizing a graving dock, the contractor shall accomplish the following additional requirements:
- 4.01.3.13.1.** Contractor shall develop a blocking plan to set and align the docking blocks. Present this plan to the VDOT Supervisor for review and approval.

- 4.01.3.13.2.** The blocking plan shall be submitted in the form of a scaled drawing which includes block size, block spacing, locations of the vessel with respect to the blocks at landing. Position blocking to ensure that the propeller, rudder and other equipment on the surface or protruding from the hull will not be damaged and shall be accessible for removal, for inspection or repairs. Provide at least a minimum clearance between the craft's hull and the dry dock necessary to accomplish the tasks required in this item. The minimum clearance shall be determined by using the drawing in 4.01.2.0 of this specification guidance. Ensure that hull openings will not be obstructed or state that fleeting or some other method will be used to make all openings accessible during the dry dock period. Should the Contractor determine that 4.01.2.0 provides an accurate description of his proposed docking situation a statement of same shall be provided. The data requested by this item shall be accompanied by a written request for approval to the State Supervisor a minimum of 10 working days prior to the scheduled docking date. The use of haul, fixed, universal or fitted blocks and the type of docking facility in which the vessel will be docked shall be clearly stated.
- 4.01.3.13.3.** Docking proposals shall include supporting data that substantiates the block loading pressures are limited to a maximum of 20 long tons per square foot and that at least 90 percent of the blocks land on longitudinal strength members or main transverse bulkheads.
- 4.01.3.13.4.** Crib and Brace blocking in excess of 6 feet in height using the drawing applicable to the contractor's type of docking facility.
- 4.01.3.14.** Blocking shall be constructed of hardwood or composite concrete/hardwood and soft wood caps, with at least 2 inches of soft cap thickness.
- 4.01.3.14.1.** "Hardwood", for the purpose of this work item, includes: White Oak, California Laurel, Oregon Myrtle, Iron Wood, Blue Gum, American Rock Elm or preserved Red Oak.
- 4.01.3.14.2.** Blocking showing evidence of excessive crushing, warping, checking, and unequal shrinkage or deterioration to an extent of no longer being capable of supporting a prescribed load over full bearing areas is not acceptable and shall be replaced by the Contractor.
- 4.01.3.14.3.** Woods acceptable for use as a soft cap shall be: Douglas Fir, Tamarack, Long Leaf Pine or Hemlock.
- 4.01.3.14.4.** Composite blocking showing evidence of spalling and cracks or chipped and damaged concrete is not acceptable and shall be replaced by the Contractor.
- 4.01.3.15.** Contractor shall provide, set, align, and support the blocks in accordance with the approved blocking plan.
- 4.01.3.16.** Blocking Inspection: The Contractor and the PE or WCS shall conduct an inspection of the blocking as follows:
- 4.01.3.16.1.** The Contractor shall provide documentation of the inspection to the PE or WCS, showing blocking locations relative to sighting marks on docking coping, spacing, offsets, heights, and shaping, at least 4 (four) hours prior to flooding the dry dock.
- 4.01.3.16.2.** Immediately prior to flooding the dock, the Contractor and the PE or WCS shall accomplish a final block check. **CHECK POINT**



- 4.01.3.17.** Contractor shall Dry Dock the vessel when the approval of the PE or WCS is given. Contractor shall be certain that no task that may be detrimentally affected by the process of dry docking or during the dry dock period will be in progress at this time. (i.e. Main propulsion shaft bearing cleaning, inspection, relubrication, reassembly).
- 4.01.3.17.1.** Immediately after the vessel is dry docked, Contractor shall inspect the fit on the blocks. Provide necessary shimming between the blocking and the hull in the event of movement due to removal of ballast or shifting of vessel load.
- 4.01.3.18.** Contractor shall electrically connect the vessel's hull at the bow and stern with a minimum of 500,000 circular Mil cables and to the ground connection in the dry dock for protection against lightening and other static charges.
- 4.01.3.18.1.** The static ground leads shall be connected, by Contractor to the vessel before water is pumped to the one foot level above the keel.
- 4.01.3.19.** Contractor shall maintain water tight integrity of the vessel.
- 4.01.3.20.** Contractor shall provide temporary access closure plates and fastenings prior to removing plates or cutting access openings below four feet of waterborne freeboard.
- 4.01.3.20.1.** Closure shall be available by contractor on short notice for emergency sealing of the temporary openings.
- 4.01.3.20.2.** Contractor shall seal openings with closure plates when conditions warrant.
- 4.01.3.20.3.** Contractor shall secure openings at the end of each shift not immediately followed by another shift engaged in dry dock work.
- 4.01.3.20.4.** Contractor shall secure vulnerable compartments in order to minimize potential damage to the extent permitted by the scope and urgency of the work when an area of shell plating removal makes temporary closure impracticable.
- 4.01.3.20.5.** Contractor shall schedule underwater hull operations to maintain vessel's positive stability and maximum hull watertight integrity in the event of flooding.
- 4.01.3.20.6.** Contractor shall remove temporary closures when no longer required.
- 4.01.3.21.** Upon completion of bottom cleaning and painting, Contractor shall shift the vessel on blocks and ensure 100 percent bottom cleaning and painting.
- 4.01.3.22.** Contractor shall maintain the vessel in dry-dock a sufficient length of time to accomplish all dry-dock work.
- 4.01.3.23.** Contractor shall submit a verbal report to the PE or WCS prior to undocking, certifying that contractor working the work items requiring the vessel to be in dry-dock including welding on interior surfaces of underwater hull is in fact complete.

- 4.01.3.24.** Contractor shall undock / refloat the vessel at a date and time mutually agreed upon by the PE or WCS and the contractor.
- 4.01.3.25.** Immediately after hull penetrations are submerged but before the vessel lifts off of the blocks blocks, Contractor shall stop flooding the dry-dock, accomplish a watertight integrity check of contractor work affecting water tightness of the hull or hull penetration below the water level in company with the PE or WCS. Continue flooding of the dock when directed by the PE or WCS.  
**CHECK POINT**
- 4.01.3.26.** Routine dry-docking and undocking shall not be scheduled on a long weekend associated with Federal Holidays, i.e.: King’s Birthday, Washington’s Birthday, Memorial Day, Fourth of July, Labor Day, Columbus Day, Veteran’s Day, Thanksgiving Day, Christmas Day, and New Year’s Day. If the contractor elects to dry- dock or undock the vessel on any other weekend, a request shall be submitted to the supervisor at least 3 working days in advance in writing.
- 4.01.3.27. Contractor and Ship Surveyor Checkpoints:**
- 4.01.3.27.1.** Contractor shall inspect blocking of vessel to ensure sea chests, overboard discharges, keel cooler cavities or other areas that must be inspected are not blocked. **CHECK POINT**
- 4.01.3.27.2.** Contractor shall witness dry docking of vessel. The PE or WCS must be present during the dry docking operation and undocking / refloating (fleeting) of the vessel. **CHECK POINT**
- 4.01.3.27.3.** Prior to undocking vessel, the Contractor shall perform an inspection to ensure that all wooden plugs, blanks, and protective coverings are removed from the vessel. Upon completion of inspection, the Contractor shall submit a written report to verify removal of above listed items to the PE or WCS a minimum of one (1) hour prior to undocking vessel. **CHECK POINT**
- 4.01.3.27.4.** The PE or WCS shall witness shifting on the blocks. **CHECK POINT**

**End of Bid Item 4.01.00. Dry Docking and Undocking. See Bid Pricing Schedule - Line 3.**

**5.01.00 - UNDERWATER HULL PRESERVATION**

- 5.01.3.6.** Contractor shall blast and coat all sea chests water side using a 2 coat epoxy paint and two coat ATF system.
- 5.01.3.7.** After blasting and before applying any paint, a visual surface inspection is to be made with the P/E or WCS and the Paint Tech Rep. Adequate notice should be given in the event that this should be done in stages. **CHECK POINT**
- 5.01.3.8.** Contractor shall apply two coats of anti-abrasion epoxy paint and two coats of anti-fouling paint to the underwater areas Blasted.

- 5.01.3.9.** The remainder of the under water hull system shall be spot blasted as needed (assume 10 percent of remaining underwater area needs to be blasted), spot primed/painted and one full coat of ATF applied. (see Ref. 5.01.2.1, pg. 24, 2-5 years in water).
- 5.01.3.10.** Paint system shall be of first quality, marine paint, i.e. International, Devoe, Hemple Ameron or equivalent.
- 5.01.3.11.** Paint colors shall be the same through out the vessel as presently installed. All painted markings, lettering, and numbering shall be repainted as original.

**NOTE: THERE WILL BE ZINC ANODES RENEWED ON THE UNDERWATER AREAS. CO-ORDINATE TO BE SURE NOT TO PAINT OVER ANY ZINC ANODES.**

End of Bid Item 5.01.00, Underwater Hull Preservation. See Bid Pricing Schedule - Line 4.

## **5.02.00 - FREEBOARD HULL AND BULWARKS PRESERVATION**

### **5.02.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines and under the direction of a qualified coating technician, Contractor shall properly prepare and coat (paint) the exterior Freeboard hull and Bulwarks areas, including the vessels rub rail.

### **5.02.2.0. REFERENCES:**

- 5.02.2.1.** VDOT Standards for Painting
- 5.02.2.2.** Table 1A Exterior Coating Systems (Freeboard/superstructure, steel) Pg. 31 & 32 (see page 31 & 32 of this reference)

### **5.02.3.0. REQUIREMENTS:**

- 5.02.3.1.** Contractor shall adhere to all the conditions of Item 2.01, General Requirements, Item 3.01, Contractors' Responsibilities, and reference 5.02.2.1. VDOT Marine Paint Standards for Preservation.
- 5.02.3.2.** Contractor shall obtain the services of a qualified Paint/Coating Technical Representative in accordance with reference 5.02.2.1. Page 5, Para. 3.5 and Item 2.02.1.11. All painting preparations and application shall be directed by the Paint/Coating Technical Representative.
- 5.02.3.3.** Contractor shall prepare and coat (paint) the exterior above water line Freeboard hull areas up to the Car deck and the inside and outside Bulwark surface areas for coating as per reference 5.02.2.2., Page 31. (Assume 15% of the Freeboard and Bulwark surface area requires mechanical cleaning.)
- 5.02.3.4.** Contractor shall stencil new warning/instruction signs or lettering/numbering on the bulwarks and Freeboard hull as they are presently installed. **Sign letter colors: Black FS 37030, Red FS 31120. Fire/Emergency Stations Red FS 11120.**

- 5.02.3.5.** The Rub-rail shall be prepared and coated (painted) as per 5.02.2.2., Pg. 32, Car Deck/Rub-rail, Option I. (Assume 25% of the surface area of the Rub rail requires mechanical cleaning.)
- 5.02.3.6.** The Paint system shall be of first quality marine paint, i.e. International, Devoe, Hemple, Ameron or equivalent and the paint colors shall be the same through out the vessel as presently installed. **Colors: Freeboard, outside of Bulwark areas White FS 17925, Rub-rail Black FS 17030, Inboard areas of the Bulwark White FS 37925.**
- 5.02.3.7.** The Contractor, P/E or the WCS together shall inspect the finished task for acceptance. Any holidays or other discrepancies shall be corrected before undocking the vessel. The cost of any corrections shall be the contractors' responsibility.

**End of Bid Item 5.02.00, Freeboard Hull and Bulwarks Preservation, See Bid Pricing Schedule -Line 5.**

**5.03.00 - CAR DECK PRESERVATION**

**5.03.1 SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to prepare the surface of the car deck and apply coating as described.

**5.03.2.0. REFERENCES:**

- 5.03.2.1.** VDOT Marine Paint Standards for Preservation
- 5.03.2.2.** Table 1A Car Deck, Option II, (page 32)

**5.03.3.0. REQUIREMENTS:**

- 5.03.3.1.** Contractor shall adhere to all the conditions of Item 2.01 General Requirements, Item 3.01 Contractors' Responsibilities and all requirements in Reference 5.03.2.1.
- 5.03.3.2.** Contractor shall obtain the services of a qualified coating inspector in accordance with Reference 5.03.2.1 Para. 3.5. (Page 24).
- 5.03.3.3.** Under the direction of the paint Tech. Rep. 5.03.3.2, Contractor shall prepare the car deck surface and apply paint to all of the car deck in accordance with Reference 5.03.2.1 (page 24) and 5.03.2.2 Table 1A Exterior Surfaces (Car Deck) (Option II).
- 5.03.3.4.** All car rails, rescue equipment and components, life raft launching apparatus, safety fencing, manhole covers, engine room plenum decks, storage or CO2 room plenum decks and escape hatch covers incorporated on or in the car deck shall be included in the cleaning, preparation and coating preservation of this task.

- 5.03.3.5. Contractor shall apply new yellow paint to all traffic lane markings and tire rails. (**Yellow FS 23591**)
- 5.03.3.6. Paint System shall be of first quality marine paint, i.e. International, Devoe, Hempel, Ameron or equivalent.
- 5.03.3.7. Paint colors shall be the same through out the vessel as presently installed. (**Decks: Grey FS 36270**)

**End of Bid Item 5.03.00, Car Deck Preservation, See Bid Pricing Schedule - Line 6.**

**5.04.00 - ISLAND PRESERVATION**

**5.04.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to prepare and coat the Island exterior surface areas as per VDOT Marine Paint Standards for Preservation. The Island shall be painted complete including the stairs, stair wells, and bulkhead walls, overheads, the stack and cover, masts, exterior decks including the top deck and external Pilot house areas and appendages.

**5.04.2.0. REFERENCES:**

- 5.04.2.1. VDOT Marine Paint Standards for Preservation
- 5.04.2.2. Table 1A Exterior Coating Systems (Freeboard/superstructure, steel) Pg. 20 (see page 20 of this reference).
- 5.04.2.3. Table 1A Exterior Coating Systems, Weather Decks, Exterior Deck Surfaces, Pg. 32 (see page 32 of this reference)

**5.04.3.0. REQUIREMENTS:**

- 5.04.3.1. Contractor shall adhere to the requirements of Item 2.01 General Requirements, Item 3.01 Contractors' Responsibilities, and reference 5.04.2.1. (VDOT Marine Paint Standards for Preservation.) of this contract specification.
- 5.04.3.2. Contractor shall obtain the services of a qualified Paint/Coating Technical Representative to supervise the cleaning/painting of item surfaces in accordance with Ref. 5.04.2.1.
- 5.04.3.3. Contractor shall prepare and coat the exterior Island and Superstructure surface areas in accordance with Ref. 5.04.2.1 and 5.04.2.2, Table 1A Exterior Coating Systems, Freeboard/Superstructure, Steel, (Pg. 20). Assume 15% of surface area requires mechanical cleaning to SSPC SC-2. (see page 20 of this reference).

**5.04.3.4.** The Weather Deck areas, stairs, and stair landings shall be prepared and coated as per 5.04.2.3, Table 1A Exterior Coating Systems, Weather Decks, Exterior Deck Surfaces, (Pg. 32). Assume 15% of the surface area requires mechanical cleaning to SSPC SC-2. (see page 32 of this reference).

#### **5.04.00 - ISLAND PRESERVATION**

- 5.04.3.5.** Before preparing the stair area surfaces for cleaning and coating the Contractor shall remove the non-skid step plates installed on each of the stair steps leading from the main car deck up to and including the top landing entrance to the passenger lounge on both the “A” and the “B” ends.(50 total). Set the non-skid pads aside and protect them from damage.
- 5.04.3.6.** Contractor shall apply paint from each stair way, stairwell/ladder, and island external surfaces complete leading from the car deck to salon (inside/outside, overhead, underneath). Stencil new warning signs on the Island, Stairwells and bulwarks as they are presently installed.
- 5.04.3.7.** Contractor shall protect the stairs during the coating and curing process.
- 5.04.3.8.** When stairways are coated and cured, contractor shall reinstall the non-skid step caps using new Stainless Steel #12 x 24 tpi x 5/8” long, Phillips head, counter sink machine screws (300 total).
- 5.04.3.9.** Contractor shall apply paint from 5.04.3.6 up to and under the overhang of the superstructure, outside complete of the passenger lounge, pilot houses, the top decks, including the access areas outside of the pilot house weather tight doors, steps, stack and masts.
- 5.04.3.10.** Contractor shall apply a marine grade non-skid coating compound such as International Intershield 556 or equivalent on the deck walk way between the “A” and “B” pilot houses approximately 124 feet long and 4 feet wide. Include an access walkway non-skid coating 3.5 feet wide from the "A" side of the stack enclosure connecting to the deck walkway and leading 1.5 feet past the stack enclosure access door in the "B" direction, a total of 24 linear feet. Outline the non-skid area in yellow paint. **Yellow FS 23591.**
- 5.04.3.11.** Paint system shall be of first quality, marine paint, i.e. International, Devoe, Hemple Ameron or equivalent. All coats shall be same color as presently applied. **Colors: White FS 17925, Blue FS 15056, Grey FS 36270, Black FS 17030, Yellow FS 23591. Fire\Emergency Stations, Red FS 11120, Sign letter colors: Black FS 37030, Red FS 11120.**
- 5.04.3.12.** The Contractor, P/E or the WCS together shall inspect the finished task for acceptance. Any holidays or other discrepancies shall be corrected before Final Acceptance of the vessel. The cost of any corrections shall be the contractors’ responsibility. **CHECK POINT**

End of Bid Item 5.04.00, Island/Pilot House Preservation, See Bid Pricing Schedule -Line 7.

#### **6.01.00 - HULL INSPECTION AND REPAIRS**

**6.01.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to remove underwater appendages, clean the hull, inspect and repair as needed the underwater surfaces.

**6.01.2. REFERENCES:**

- 6.01.2.1. DWG. A-4 DOCKING PLAN & CATHODIC PROTECTION 1 SH.
- 6.01.2.2. DWG. S-2 DECK AND BOTTOM STRUCTURE 3 SH.
- 6.01.2.3. DWG. S-3 SIDE SHELL & LONGITUDINAL ELEVATIONS 2 SH.
- 6.01.2.4. DWG. S-19 SEA CHEST 2 SH.
- 6.01.2.5. VDOT MARINE PAINT STANDARDS FOR PRESERVATION

**6.01.3. REQUIREMENTS:**

- 6.01.3.1. Immediately after removing the boat from the water, (dry docking), the Contractor shall remove the strainers, baffles, and protective bars from the sea chests and retain.
- 6.01.3.2. Within 8 (eight) hours after dry docking, the Contractor shall wash down the vessel's underwater hull and fittings, with fresh water of at least 3500 psi and remove dirt, slime, marine growth, fouling, other foreign substances, or any visual obstructions, to prepare the hull surfaces for inspection. The underwater hull shall include the inside of the sea chests, all appendages, external surfaces of the Voith Propulsion Units and the external surfaces of the hull sides from the center of the bottom of the keel up to the car deck (freeboard areas) complete.
  - 6.01.3.2.1. The Contractor shall power wash the components of 6.01.3.1 using 3500 psi minimum pressure fresh water, free of marine growth, dirt, or any visual obstructions to prepare the surfaces for inspection.
  - 6.01.3.2.2. The Contractor shall wash down the entire dock basin and remove mud and debris immediately after the vessel's hull has been cleaned.
- 6.01.3.3. In the company of the USCG inspector and, the PE or WCS, the Contractor shall accomplish a visual inspection of the entire underwater hull including the appendages, Voith Propellers and sea chests.  
**CHECK POINT**
  - 6.01.3.3.1. Contractor shall inspect plates, seams, butts, rivets, welds, sea chests, pipe, penetrations and flanges.
  - 6.01.3.3.2. Contractor shall inspect for conditions of marked corrosion, erosion, evidence and extent of hull damage and structural defects.
  - 6.01.3.3.3. Contractor shall obtain and record necessary data for inclusion in a Condition Report addressing the hull bottom, Fernstrum coolers, sea chests, and strainer covers.
- 6.01.3.4. Contractor shall repair up to 50 linear feet of eroded/wasted hull plate cap welds.



- 6.01.3.5.** Contractor shall include in the bid an allowance for clad welding a total area of 2.25 square feet of wasted hull or tank areas. The United States Coast Guard shall determine areas that should be clad welded.
- 6.01.3.5.1.** All areas that require clad welding repairs shall be prepared by blasting to SSPC-SP10 standard, have metal deposit of 1/8" above the adjacent plate and then ground down smooth to the adjacent plate.
- 6.01.3.5.2.** Clad welded areas shall be coated in the same manner as the surrounding plate areas and according to Reference 6.01.2.5.
- 6.01.3.6.** Inspect underwater zinc protectors located within the sea chest for deterioration and damage as well as all other zincs located on the hull IWO the Fernstrum grid coolers, Main Engine channel coolers and the Voith Propulsion Units.
- 6.01.3.7.** Contractor shall submit to the PE or WCS three (3) copies of a report, listing results of the requirements of 6.01.3.3.3., with sketches listing the type, amount and location of structural damage and deterioration to the State Supervisor. Any recommendation for repairs should be given in detail with the condition report and accompanied with a quote to perform the required task.

**End of Bid Item 6.01.00, Hull Inspection and Repairs,  
See Bid Pricing Schedule - Line 8.**

**6.02.00 - SEA VALVES AND STRAINERS**

**6.02.1 SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to remove to the shop, disassemble, inspect, test, repair or renew, reassemble and reinstall the listed sea valves and strainers.

**6.02.2. REFERENCES:**

- 6.02.2.1.** DWG. NO. S-19 Sheets 1 & 2 SEA CHEST
- 6.02.2.2.** DWG. NO. P-14 FIRE MAIN SYSTEM



**6.02.3. REQUIREMENTS:**

**6.02.3.1.** When vessel is safely dry docked, contractor shall unship the listed valves and strainers. Contractor shall overhaul as described below all valves which are greater than two (2) inches in diameter. Contractor shall overhaul strainers and inspect sea chest piping assemblies as described below. Contractor shall replace all listed valves two (2) inches and less in diameter:

Quantity	Size	Type	Service	Location
2	2"	Gate	Fire Main Suction	FR 1A & 19A
2	2"	Gate	Sea Chest	FRA 1A & 19A
2	2"	Gate	Sea Chest Vent	FRA 1A & 19A
2	1"	Gate	Sea Chest Blow Out	FRA 1A & 19A
1	3"	Check	Fire Pump Discharge	FR 2A & 15A
1	3"	Butterfly	Fire Pump Discharge	FR 2A
1	2"	Gate	Sanitary Pump Suction	FR 2A
1	2"	Gate	MSD Discharge	FR 22A
1	2"	Check	MSD Discharge	FR 22A
1	4"	Gate	Sewage Discharge	FR 10A
2	4"	Duplex Strainer	Fire Main Suction	FR 1A & 19A
1	2"	Duplex Strainer	Sanitary Pump Suction	FR 2A
1	3"	Check	Bilge Pump Ovbd Disch	FR 5A
1	3"	Gate	Bilge Pump Ovbd Disch	FR 5A
2	10cm	Globe Stop	Voith Unit Rotor Sea Vent	Voith Casings

**6.02.3.2.** Contractor shall inspect valve and strainer securements, hull connections and penetrations.

**6.02.3.3.** Contractor shall remove and reinstall all interferences.

**6.02.3.4.** Contractor shall identify and tag each valve prior to removal.

**6.02.3.5.** Removals: Make necessary disconnections as required and remove the listed valves and sea strainer assemblies from the vessel to the shop.

**6.02.3.6.** Contractor shall hammer test and visually inspect all through hull and sea chest connections and fittings. This shall include all nipples, flanges, pads, spools, bolting, reinforcing or doubling rings and weldments located outboard of each skin valve.

**6.02.3.7.** Contractor shall submit a typewritten report and three (3) copies to the P/E or WCS indicating the condition of each through hull and sea chest fitting and connection and recommended repairs. The report shall contain labor and materials cost for such recommended repairs.

**6.02.3.8.** Contractor shall unship and overhaul each listed valve greater than two (2) inches in diameter.

**6.02.3.9.** Contractor shall machine/lap disc and seating surfaces of each valve over 2" in size as required for satisfactory fifty (50) psi hydro test.

- 6.02.3.10. Contractor shall remove high spots, burrs, abrasions, nicks, corrosion, gasket material and foreign matter from exposed flanges and mating surfaces.
- 6.02.3.11. Contractor shall furnish, install, and adjust new packing.
- 6.02.3.12. Contractor shall furnish and install new seals and gaskets.
- 6.02.3.13. Contractor shall Prussian blue check the seat/disc fit in each valve over 2". P/E or WCS will inspect all machined/lapped disc and seating surfaces prior to reassembly of valves. **CHECK POINT**
- 6.02.3.14. Upon completion of valves' overhauls and repairs, contractor shall reassemble each valve and perform a satisfactory leak-free hydro test at fifty (50) psi for a period of ten (10) minutes in the presence of the P/E or WCS and the USCG Inspector. **CHECK POINT**
- 6.02.3.15. Contractor shall reinstall valves to system. Align, connect, adjust, lubricate valves and replace gaskets. New gaskets shall be fabricated from 1/8" cloth-inserted neoprene rubber.
- 6.02.3.16. Contractor shall fit and install new bolts, studs, screws, fittings, washers, plugs, gaskets and pins. Apply anti-seize lubricant to all fastener threads. Use Teflon sealing tape on the threads where threaded valves are installed.
- 6.02.3.17. Contractor shall unship and overhaul each listed swing check valve over 2". Clean valve internals free of foreign matter.
- 6.02.3.18. Lap seating surfaces as required for (100) percent contact; Contractor shall Prussian blue test mating surfaces in the presence of the P/E or WCS. **CHECK POINT**
- 6.02.3.19. Contractor shall replace missing and defective check pins.
- 6.02.3.20. Contractor shall reinstall check valves to system in correct flow direction and replace gaskets. New gaskets shall be fabricated from 1/8" cloth-inserted neoprene rubber. **CHECK POINT**
- 6.02.3.21. Contractor shall replace missing, defective, and incorrect securements. Apply anti-seize compound to all threads.
- 6.02.3.22. Contractor shall unship and overhaul each listed sea strainer.
- 6.02.3.23. Contractor shall lap surfaces of each plug and seating surface as required for satisfactory Prussian blue fitting.
- 6.02.3.24. Contractor shall furnish and install new seals and gaskets for the strainer assemblies.
- 6.02.3.25. Contractor shall repair or replace all defective strainer baskets.
- 6.02.3.26. Contractor shall furnish, install, and adjust new packing or seals.
- 6.02.3.27. Contractor shall achieve eighty (80) percent contact and test strainer seating surfaces with Prussian blue in the presence of the P/E or WCS. **CHECK POINT**

- 6.02.3.28.** Contractor shall perform a satisfactory leak test at 25 psi, of the duplex strainers, in the presence of the P/E or WCS. (Not more than ¼ strainer full in 15 min.). **CHECK POINT**
- 6.02.3.29.** Contractor shall reinstall sea strainers to system and replace gaskets. New gaskets shall be fabricated from 1/8” cloth-inserted neoprene rubber.
- 6.02.3.30.** Contractor shall replace missing, defective, and incorrect securements use anti-seize on all fasteners.
- 6.02.3.31.** Contractor shall prove ease of operation of changeover mechanism in the presence of the P/E or WCS. **CHECK POINT**
- 6.02.3.32.** Contractor shall exchange (replace) all listed valves two (2) inches and less in diameter.
- 6.02.3.33.** Prior to installation, Contractor shall perform a satisfactory leak-free hydro test at fifty (50) psi for a period of ten (10) minutes on each replacement valve in the presence of the P/E or WCS and the USCG Inspector. **CHECK POINT**
- 6.02.3.34.** Contractor shall reinstall all removals including floor plates. Replace missing or otherwise unusable fasteners. Apply anti-seize to all threaded connections.
- 6.02.3.35.** Contractor shall prime and paint all disturbed areas and new installations as per Item 3.01.12.
- 6.02.3.36.** Contractor shall submit three copies of a completed Condition report listing repairs recommended any specifications and a quote to complete the task to the P/E or WCS.
- 6.02.4.** **Quality Control:**
- 6.02.4.1.** Contractor shall make corrections and adjustments to place each valve in optimum operating condition.
- 6.02.4.2.** In the presence of the P/E or WCS, Contractor shall verify proper operation by cycling each valve through two complete cycles from fully open to fully close. Allowable binding: NONE **CHECK POINT**
- 6.02.4.3.** In the presence of the P/E or WCS, Contractor shall operate the duplex strainers. Operation should be smooth, easy and leak-free. **CHECK POINT**
- 6.02.4.4.** Contractor and P/E or WCS shall visually inspect each valve while flooding the dock. Allowable leakage at stems and new and disturbed joints: NONE **CHECK POINT**

**NOTE: THIS IS A COAST GUARD INSPECTION WORK ITEM; NOTIFY COAST GUARD INSPECTOR AND P/E or WCS WHEN VALVES HAVE BEEN OPENED AND CLEANED AND ARE READY FOR INSPECTION. CHECK POINT.**

End of Bid Item 6.02.00, Sea Valves & Strainers, See Bid Pricing Schedule - Line 9.

## **7.01.00 - HULL ZINC RENEWALS**

### **7.01.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, and machines to renew the wasted and missing hull, sea chest and Voith Propulsion Units' zinc anodes.

### **7.01.2. REFERENCES:**

**7.01.2.1.** DWG. NO. A-4 REV 2, DOCKING PLAN & CATHODIC PROTECTION

### **7.01.3. REQUIREMENTS:**

**7.01.3.1.** Contractor shall remove all marine growth and oxide coating from all hull, Voith Propeller, and sea chest zinc anodes using light-wire brush or high pressure fresh water wash.

**7.01.3.2.** Contractor shall replace existing wasted hull zinc anodes, including the sea chest with over 35% wastage. (see Ref. 7.01.2.1). **CHECK POINT**

**7.01.3.3.** Contractor shall remove wasted existing hull zinc anodes including the fasteners from the underwater hull.

**7.01.3.4.** Contractor shall chip and grind surfaces flush in way of removal.

**7.01.3.5.** Contractor shall install up to: (115 ea., 6" x 12" x 1 1/4" Hull zinc anodes), (20ea., Type 20-2 Anodes, 6" x 12" x 1 1/4" Voith Propulsion Unit zinc anodes, 10 on the "A" end unit and 10 on the "B" end unit) and (4 ea. 6" x 12" x 1 1/4" sea chest zinc anodes). All hull zinc anodes shall be attached using weld process using stainless steel electrodes.

**7.01.3.6.** Prior to installation of the zinc anodes, Contractor shall clean the surface in way of each new zinc anode and apply coatings the same as specified for the underwater hull. Zinc anodes shall not be coated.

**7.01.3.7.** Hull zinc anodes shall be placed at location designated by the Ref. 7.01.2.1. **CHECK POINT**

**NOTE: ALL ZINCS WITH OVER 35% WASTEAGE SHALL BE REPLACED. THE NUMBER OF ANY ZINC ANODES NOT INSTALLED SHALL BE CREDITED TO THE STATE'S ACCOUNT.**

End of Bid Item 7.01.00, Hull Zinc Renewals, See Bid Pricing Schedule - Line 10.

## **7.03.00 - WATERTIGHT SCUTTLES AND DOORS**

**7.03.1 SCOPE:**

The Contractor shall procure and provide all services, skilled labor, facilities, tools, and materials, rigging, staging and machines to perform removals, repairs, cleaning, coating, installations, and testing of the listed watertight/weather tight access scuttles and the listed Engine Room Access doors. A total of ten scuttles and two W/T door hatches are to be serviced.

- A & B Peak Tank Scuttles (2) (SS Scuttles)
- A & B Voith Room Emergency Escape Deck Scuttles (2)
- A & B ends Car Deck Scuttles (6)
- A & B ends Engine Room Access W/T Door Hatches.

**7.03.2 REFERENCES:**

- 7.03.2.1. DWG. NO. S-26 SUMMARY OF OPENINGS (Sheet 1 & 2)

**7.03.3 REQUIREMENTS:**

- 7.03.3.1 The Contractor shall obtain from the vessel all dimensions, design configuration and material requirements for the performance of this specification item.
- 7.03.3.2. Contractor shall observe all parts of 2.01, General Requirements and 3.01.00, Contractor Responsibilities, when performing this task.
- 7.03.3.3. Contractor shall procure the services of a paint technical representative to supervise the preparation of the flanged surfaces and coating.
- 7.03.3.4. Under the direction of the Paint Technical Representative, the Contractor shall hand tool clean to a (SSPC-SP-2) condition all interior and exterior surfaces, to include gasket channel and dogs, of listed void spaces watertight access scuttles and doors.
- 7.03.3.5. Upon completion of mechanical cleaning, Paint Technical Representative shall perform testing of surfaces for contamination of chloride, ferrous salts, and sulfate residues. Hand tool / Mechanically cleaned surfaces shall conform to the standards set forth in SSPC-SP-2.
- 7.03.3.6. The paint technical Representative shall witness testing for surface contaminants as well as inspect prepared and painted surfaces prior to the application of subsequent paint coatings.
- 7.03.3.6.1. All paint coating thicknesses shall be applied using the paint manufacturer's application procedures
- 7.03.3.7. Paint coatings shall be free of runs and sags and the final coating shall be the same color as original.
- 7.03.3.8. Bared surfaces shall not be allowed to stand overnight without applying primer paint.

**7.03.00 - WATERTIGHT SCUTTLES AND DOORS**

**7.03.3.9. Removals:**

- 7.03.3.9.1.** The Contractor shall make removals and transport the above listed watertight/weather tight access scuttles (10 total) and Engine Room Doors (2 total) from the vessel to shop for overhaul and preservation.
- 7.03.3.9.2.** Contractor shall furnish and install temporary covers in way of removals.
- 7.03.3.10.** The Contractor shall completely disassemble and recondition the above listed watertight/weather tight access scuttle cover assemblies and engine room water tight entrance doors in their entirety.
- 7.03.3.10.1.** Contactor shall furnish material and renew all gaskets, bushings, hinge pins, springs, locking screws (allen screws) and grease fittings on the items in 7.03.3.10.
- 7.03.3.11.** Contractor shall repair the engine room entrance water tight door closing apparatus to be free of lost motion and wear.
- 7.03.3.12.** Contractor shall straighten up each engine room entrance water tight door closure to achieve a watertight seal and ease of operation.
- 7.03.3.12.1.** Contractor shall weld repair water tight door wedges as required.
- 7.03.3.12.2.** The Contractor shall align the engine room entrance water tight doors and fair the sealing faces of the door ways to provide a water tight seal.
- 7.03.3.13.** Upon completion of all repairs and finish painting, Contractor shall reinstall all removals and make all necessary adjustments to the W/T to effect a proper seal.
- 7.03.3.14.** Contractor shall furnish all lubrication and adjust all weather tight/watertight access scuttle cover and door assemblies for ease of operation. **CHECK POINT**
- 7.03.3.15.** Contractor shall perform a 40 psi fresh water hose test on each car deck watertight scuttle access and weather tight engine room door hatch in the presence of P/E or WCS to prove no leakage. A chalk test shall be performed on the Engine room Emergency Escape Hatch. **CHECK POINT**

**End of Bid Item 7.03.00, Watertight Scuttles and Doors See Bid Pricing Schedule - Line 11.**

**9.01.00 - VOITH PROPELLER INSPECTION & REPAIRS**

**9.01.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, including a Voith Technical Representative, facilities, tools, materials, rigging, staging, machines and under the direction of a Voith Technical Representative remove and dispose of the L.O. in the B Voith Unit, replace the seals of the propeller blades of the B Voith Unit, Inspect the B-unit and report condition, and any recommendations for repair, renew removed

L.O. with Chevron EP 150 L.O., perform tests and make adjustments as needed to demonstrate satisfactory operation of the Voith propeller unit.

**9.01.2. REFERENCES:** Codeword to I.D. Voith Units: VSP VIRGINIA

- 9.01.2.1. Voith-Schneider Propeller 24 G II
- 9.01.2.2. Voith Propeller Nos. 3235 & 3236
- 9.01.2.3. Voith-Schneider Propeller Technical Manual

**9.01.3. REQUIREMENTS:**

- 9.01.3.1. In the performance of this task, Contractor shall observe all the conditions of the General Requirements, Item 2.01, and Contractor Responsibilities, Item 3.01 of this contract specification.
- 9.01.3.2. Contractor shall procure and provide all skilled labor and the services of a Voith Technical Representative to oversee and direct the operations of this task.
- 9.01.3.3. During the dry dock period, contractor shall remove and dispose of the lubricating/hydraulic oil in the B Voith Unit. Approximately 600 gallons total.
- 9.01.3.4. Contractor and Voith Technical Representative shall renew all propeller blade seals on the B Voith Propeller Unit. Part Kit for this task shall be provided by the State.
- 9.01.3.5. Under the direction of the Voith Technical Representative, an inspection of the Voith Propeller Units ("A" and "B"), shall be performed.
- 9.01.3.6. Upon completion of the Inspections, the Voith Technical Representative shall submit Three (3) copies of a Condition Report of the results of 9.01.3.5 with any repair recommendations to the P/E or WCS.
- 9.01.3.7. Any recommendations not already addressed in this task shall be new work. Specifications and a quote for any new work shall be provided by the Contractor to the P/E or WCS for approval by the Virginia Department of Transportation.
- 9.01.3.8. Contractor shall procure 600 gallons of new Chevron EP 150 lube oil (ISO VG 150). The lube oil shall be protected from any contamination at all times.
- 9.01.3.9. When the Voith Technical Representative directs, Contractor shall fill the sumps of the "B" Voith Propeller unit to the proper operating level with Chevron EP 150 Lube Oil. Contractor shall pump any remainder of the EP 150 Lube Oil into the "B" Voith Machinery Room L.O. storage tank.
- 9.01.3.10. Upon completion of filling the B Propeller Unit with new Lube Oil, and while in the dry dock, Contractor, Voith Technical Representative and the P/E or WCS shall inspect the A and B Propeller units' blade seals and Unit rotating parts for Lube Oil leakage. **CHECK POINT**



- 9.01.3.11.** Contractor and Voith Technical Representative shall prepare the Propeller Units for operation and testing at task completion. **CHECK POINT**
- 9.01.3.12.** In the presence of the P/E or WCS, the Voith Technical Representative and the Contractor shall test operate the Propeller Units, make all necessary adjustments and prove satisfactory operation at the Dock and Sea Trials. **CHECK POINT**

End of Bid Item 9.01.00, Voith Propeller Inspection & Repairs, See Bid Pricing Schedule - Line 12.

**NOTES:**

**VOITH TECHNICAL REPRESENTATIVE CONTACT IS: John Sickler, 717-767-3257. A MINIMUM OF 10 DAYS NOTICE IS REQUIRED TO PROVIDE A TECHNICAL REPRESENTATIVE. VOITH UNIT INSPECTIONS AND REPAIRS WILL REQUIRE THE USE OF METRIC TOOLS.**

**9.05.00 - KEEL COOLERS**

**9.05.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to remove from the vessel, acid clean, inspect, test, remount, seal, leak test in place, and renew the anodes of the vessels' six (6) Fernstrum Grid coolers.

**9.05.2. REFERENCES:**

- 9.05.2.1.** DWG. NO. P-13 Sheets 1-3 Engine Cooling System

**9.05.3. REQUIREMENTS:**

- 9.05.3.1.** In the performance of this task, Contractor shall observe all the conditions of the General requirements, Item 2.01 and the Contractor Responsibilities, Item 3.01, of this contract specification.
- 9.05.3.2.** Contractor shall remove the Fernstrum grid coolers from the vessel and deliver the grid coolers to a shop to be chemically cleaned of foreign matter externally and internally.
- 9.05.3.3.** Contractor shall inspect the grid coolers for any defects or damage. **CHECK POINT**
- 9.05.3.4.** In the presence of the State Representative, the Contractor shall demonstrate the satisfactory finished cleaning and perform an under water air pressure test of each cooler at 30 PSI. No leaks shall be allowed. **CHECK POINT**
- 9.05.3.5.** Contractor shall operate the isolating butterfly valves of each Fernstrum grid cooler and report any unusual operating conditions or leakage. **CHECK POINT**



- 9.05.3.6.** Contractor shall submit a report listing the condition of the grid coolers and the butterfly valves with any recommendations and a quote for any required repairs to the P/E or WCS.
- 9.05.3.7.** After the external cleaning and inspection, or any repairs have been made, the Contractor shall remount, seal and conduct a water pressure test (30 psi) of each grid cooler in their original positions on the vessel in the presence of the P/E or WCS. **CHECK POINT**
- 9.05.3.8.** All grid coolers removed shall be remounted by the Contractor as original, using new neoprene gaskets, copper-nickel alloy washers, self locking nuts and attaching studs.
- 9.05.3.9.** Contractor shall remove, procure and replace all zinc anodes on the grid coolers that have over 35% wastage. **CHECK POINT**

The following kits are needed:

- A. Zinc replacement kit 28 (5) kits
- B. Zinc replacement kit 12 (2) kits
- C. Zinc replacement kit 1404S (1) kit

Kits are available from:

R. W. Fernstrum & Company  
1716 11th Ave.  
Menominee, Michigan 49858

**NOTE: ANY ZINC ANODES NOT USED BY REPLACEMENT SHALL BE RETURNED TO THE STATE.** (Equivalent zinc kits may be used.)

End of Bid Item 9.05.00, Keel Coolers, See Bid Pricing  
Schedule - Line 13.

## **9.06.00 - LINE SHAFT AND LINE SHAFT BEARINGS**

### **9.06.0. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to inspect and repair as needed the "A" End and the "B" End Main Propulsion Line Shafts and Line Shaft Pedestal Pillow Block Bearings.

### **9.06.2.0. REFERENCES:**

- 9.06.2.1.** DWG. NO. M-1 (Sheets 1-3) Propulsion Shafting & Arrangement & Details
- 9.06.2.2.** Cooper (Expansion Type) Pillow Block Bearing Assembly Part No. 02-BCP-500-EX

### **9.06.3.0. REQUIREMENTS:**

- 9.06.3.1.** Contractor shall observe all requirements of the General requirements, Item 1.0, and Item 2.0 in the performance of this task.
- 9.06.3.2.** Contractor shall visually inspect each section of shafting for any abnormal conditions, including shafting bolts and line shaft pillow block bearings.
- 9.06.3.3.** When vessel is afloat, Contractor shall open the line shaft pillow block bearings of the "A" and "B" propulsion shafts, clean and inspect the bearings.
- 9.06.3.4.** Contractor shall provide for the proper support of the propulsion shaft when the shaft bearing spherical body and bearing cartridge are removed from the bearing housing for cleaning and inspection.
- 9.06.3.5.** Contractor, and P/E or WCS shall examine the bearings when cleaned. There are 14 (fourteen) bearings total, seven (7) on the "B" propulsion shaft and seven (7) on the "A" propulsion shaft.  
**CHECK POINT**
- 9.06.3.6.** Contractor shall repack the propulsion shaft bearings with new Lithium based EP 2 grease.
- 9.06.3.7.** Contractor shall renew missing, incorrect and defective securements.
- 9.06.3.8.** Contractor shall reassemble the bearings and properly reseal the spherical seat of the bearing body by turning the shaft manually. Re-torque the bearing caps according to the manufacturers' recommendations. 9.06.3.2 through 9.06.3.8 shall be performed during the time the vessel is afloat. At no time during 9.06.3.2 through 9.06.3.8 of this task shall the vessel be dry docked.
- 9.06.3.9.** Contractor shall submit three (3) copies of a condition report listing results of the inspections of the shafting and bearings. Include any recommendations and a quote to the P/E or WCS.  
**REPORT**

End of Bid Item 9.06.00, Line Shaft and Line Shaft Bearings.

See Bid Pricing Schedule - Line 14.

## **9.08.00 - MAIN ENGINES**

### **9.08.1. SCOPE:**

- 9.08.1.1.** Contractor shall furnish all parts, services, including crane services, skilled labor, facilities, tools, materials, rigging, staging, and machines to overhaul Two (2) EMD-L12-645-E6 main engines with 40 CFR Part 1042 compliant Emission Kits, 1042UL series, P.N. 40176497.
- 9.08.1.2.** Contractor shall furnish the services of an EMD factory certified and trained Technical Representatives to secure the No. 1 and No. 2 main propulsion engines, remove Jacket Water and L.O., open main engine access / inspection plates, replace: cylinder heads complete, injectors, power packs; Inspect, report, flush, clean, overhaul, remove/install listed parts, reassemble, and test the overhauled main engines.

**9.08.1.3.** All task requirements of (9.08.00) shall be applied to both main propulsion engines. Two (2) L12-645-E6 engines.

**9.08.2 REFERENCES:**

- 9.08.2.1.** EMD Technical Representative
- 9.08.2.2.** EMD 645E Technical Manual
- 9.08.2.3.** Main Engine No. 1 Serial Number - 74C1-1105
- 9.08.2.4.** Main Engine No.2 Serial Number - 76G1-1008

**9.08.3. REQUIREMENTS:**

- 9.08.3.1.** Contractor shall furnish the services of factory authorized EMD repair technicians to perform this task.
- 9.08.3.2.** Contractor shall remove all interferences necessary to complete this task and reinstall interferences as original on completion of task; install new gaskets, renew insulation, replace missing or damaged fasteners, repaint disturbed areas and make up all connections properly.
- 9.08.3.3.** Contractor shall adhere to the requirements of Item 2.01.00 General Requirements and Item 3.01.00 Contractors' Responsibilities in the performance of this task.
- 9.08.3.4.** Contractor shall open the inspection covers on the No. 1 and No. 2 main diesel engines; Clean and overhaul the Explosion covers of the crank cases and reinstall all access covers on completion of this task with new seals.
- 9.08.3.5.** Contractor shall remove and dispose of the No.1 and No. 2 main engine Lube Oil and Jacket Cooling water
- 9.08.3.6.** Contractor shall Procure and Exchange the following using EMD 1042 UL Emissions kits Components **P.N. 40176497**, and Utex or EMD overhauled components on the No.1 (SN 74C1-1105) and No. 2 (SN 76G1-1008) main propulsion engines: 4 (four) blowers, 4 (four) fresh water pumps, 2 (two) lube oil service pumps, 2 (two) scavenging oil pumps with fuel pumps, 24 (twenty four) injectors, 24 (twenty four) cylinder heads D6 or newer, 24 (twenty four) complete cylinder sets of rocker arm assemblies and valve bridges, 24 (twenty four) power packs complete (including the lower liner inserts) and 4 (four) air start motors.
- 9.08.3.7.** Contractor shall renew all gasket sets and seals that are disturbed in the performance of this task, (9.08.00). New fasteners shall be used where ever damaged, incorrect or missing fasteners occur.
- 9.08.3.8.** Contractor shall procure and exchange the drive gears required for the main engine blowers as part of the new 40 CFR Part 1042 Emission Kit modification. EMD L12-645-E6.

- 9.08.3.9.** Contractor shall remove and inspect the main engine exhaust heat shields and manifolds of both main engines; repair any heat shield cracks, fit and reinstall heat shields; remove carbon build up in areas of the exhaust system up to exhaust spark arrestors.
- 9.08.3.10.** Contractor shall perform a NDT inspection for cracks in the manifold sections; submit three (3) copies of a report of results with recommendations for any repairs and quote to the P/E or WCS. **REPORT**
- 9.08.3.11.** Contractor shall remove/clean and inspect the four (4) main propulsion engine exhaust manifold bellows; if any leaks, defects or cracks are found in the bellows, renew the bellows, reinstall the bellows using new gaskets, and securements. VDOT shall supply two American BOA Inc.14” FSP-8085-STD-M5 bellows with gaskets, if needed.
- 9.08.3.12.** Contractor shall renew all lagging pads for the main engine exhausts and bellows up to the spark arrestors.
- 9.08.3.13.** Contractor shall clean out and tap threaded holes in the main engine blocks; repair any damaged threads, reinstall the exhaust manifolds complete, using all new gaskets and fasteners.
- 9.08.3.14.** Contractor shall perform a complete diesel engine inspection on both main propulsion engines and submit three copies of a one revolution report of results with clearance measurements and gear back-lash to the P/E or WCS. Inspection shall include 3 main bearings, thrust bearing, Crankshaft damping device condition, front and rear gear trains, all rocker arm assemblies, both cam shafts, fuel rack lay shafts and bracket/bearings. The report shall state conditions found and any recommendations with price quotations. **REPORT**
- 9.08.3.15.** Contractor shall remove fluids from two main propulsion engine blocks; when finished, wash/wipe out the engine blocks, top decks, scavenging air boxes and sumps using clean diesel oil and lint free cotton rags.
- 9.08.3.16.** Contractor shall open the two main propulsion engine L.O. filters, remove and dispose of the filter elements, wipe out any sludge in the filter housings, **renew** the filter elements and close up the L.O. filters ready for service. (EMD 8345482 or WIX (51265) fourteen (14) cartridges required.
- 9.08.3.17.** Contractor shall remove, overhaul, set, and test the L.O. bypass valves according to manufacturers' instructions; When overhauled and tested, Contractor is to reinstall the LO. bypass valves, furnish new gaskets for installation and provide/ replace any missing or damaged fasteners.
- 9.08.3.18.** Contractor shall open the L.O. strainers, (two, total), renew the gaskets, o-ring seals and repair the strainer baskets and housings; Close up the L.O. strainers and make ready for service.
- 9.08.3.19.** Contractor shall meet all government / USCG requirements in this task to overhaul the main propulsion engines with 40 CFR Part 1042 compliant Emission Kit components and must certify the main engine as compliant with 40 CFR Part 1042 with a written, signed statement and two copies, submitted to the VDOT Representative (P/E) and an emissions compliant statement plaque/tag mounted to the main engine in the approved manner. **STATEMENT, PLAQUE**

- 9.08.3.20.** Contractor shall take and record piston ring clearances and lead clearances of the installed emissions compliant power packs of the two main propulsion engines; Submit 3 (three) copies of these measurements to the P/E or WCS. **REPORT**
- 9.08.3.21.** Contractor shall remove and deliver the two main engine Woodward governors to a certified Woodward governor repair facility for cleaning, inspection and overhaul; Submit three (3) copies of the inspection report and any recommendations for repair with a quote to the P/E or WCS.
- 9.08.3.22.** Contractor shall reinstall to original positions, reconnect, renew the lubricating oil in the governor sump and make any necessary adjustments to the two main engine Woodward governors that may be required for satisfactory engine operation, after the overhauls.
- 9.08.3.23.** The Contractor shall renew the crankcase pressure detectors of the two main propulsion engines. Install new seals where seals were disturbed during the performance of this task.
- 9.08.3.24.** Contractor shall flush out the two main engine Jacket Water channel coolers with fresh water until the water is clear at the drain outlets; (When in dry dock, remove the channel cooler drain plugs. Reinstall and Reseat the plugs after the flush.)
- 9.08.3.25.** When M.E. channel cooler drain plugs have been installed, Contractor shall furnish, fill and vent the two main engine channel cooler systems with fresh water and 40 gallons of PENCOOL 3000 or equivalent.
- 9.08.3.26.** Contractor shall perform a Hydro test on the channel coolers to 30 psi to prove tight in the presence of the P/E or WCS. No leakage is allowed. **CHECK POINT**
- 9.08.3.27.** Contractor shall renew all L.O. and all J.W. pipe expansion coupling seals on the main engine and auxiliaries for the main engine connections of the two main engines.
- 9.08.3.28.** Contractor shall renew the seals of the Top Deck covers and torque the top deck stiffener assemblies of the two main engines. 8 (eight covers and top decks).
- 9.08.3.29.** Contractor shall re-fill the two main engines with the correct L.O. to the start/running level. VDOT shall provide the L.O.
- 9.08.3.30.** At completion of reassembly of all components in this task, the Contractor shall perform a complete engine tune up including re-torquing all the main engine foundation bolts as well as the components disturbed during removal and installation procedures of this overhaul.  
**CHECK POINT**
- 9.08.3.31.** The overspeed trip device shall be set by the EMD Tech. Rep. at not more than 1080 RPM (120% of the max. rated engine speed, 900 rpm, Minimum Trip Speed 960 rpm)
- 9.08.3.32.** During the Sea Trial, the Contractor shall demonstrate in the presence of the P/E or WCS, the satisfactory operation of the two Main Propulsion Engines for a four (4) hour period. The Contractor shall make all necessary adjustments to the two main propulsion engines to achieve the satisfactory operational performance of the main propulsion engines.

## CHECK POINT

**NOTE: ALL ENGINE TASKS SHALL BE PERFORMED BY AUTHORIZED EMD TECHNICIANS ONLY. ALL REPAIR PARTS REQUIRED SHALL BE CERTIFIED EMD FACTORY AUTHORIZED PARTS, UTEX OR REBUILT GENUINE FACTORY AUTHORIZED EMD PARTS THAT MEET OR EXCEED OEM SPECIFICATIONS OR ARE REBUILT BY AN EMD FACTORY AUTHORIZED PARTS AND SERVICE DISTRIBUTOR OR SERVICE CENTER ONLY AND CARRY A ONE YEAR IN SERVICE WARRANTY.**

End of Bid Item 9.08.00, Main Engines, See Bid Pricing  
Schedule - Line 15.

### 9.09.00 - SHIPS SERVICE DIESEL GENERATORS

#### **9.09.1. SCOPE:**

Contractor shall provide labor, services, materials, facility, tools, machines, rigging and staging to make all required disconnections, reconnections, removal / restore interferences, reinstallations, rig, unrig, overhaul, repair, adjust, and test the three (3) ship service generator engines. Provide the services of a Detroit Diesel Technical Representative to over see the inspection, repairs and adjustments of the engines in this item.

#### **9.09.2. REFERENCES:**

- 9.09.2.1. Detroit Diesel Technical Manual: GM Service Manual for 8V-71 Engine Set.
- 9.09.2.2. Engine Data: Model GM 8V-71
- 9.09.2.3. Generator Manufacturer: Magna Max DVR Synchronous AC Generator 150 KW
- 9.09.2.4. Quantity: Three (3) Diesel Engine Generators located in the engine room.
- 9.09.2.5. Three (3) Engine Governors Reliabilt No. R23515363-HD-F1-05

#### **9.09.3. REQUIREMENTS:**

- 9.09.3.1. Contractor shall observe all conditions of the General Requirements, Item 2.01 and Item 3.01 Contractor Responsibilities, of this specification while performing this task.
- 9.09.3.2. Contractor shall procure and provide the services of certified Detroit Diesel Technical Representative to over see the performance of the work in this item.
- 9.09.3.3. The overhaul and repairs of the ship's service diesel generator engines shall be performed in accordance with the manufacturer's detailed instructions and latest service bulletins.



- 9.09.3.4.** Contractor shall overhaul, renew and repair components, parts and materials using the manufacturers' parts, Detroit Diesel genuine parts or Reliablit parts.
- 9.09.3.5.** Contractor shall perform additional work as authorized by the VDOT Contract Administrator.
- 9.09.3.6.** The Contractor shall perform a complete Top end and Bottom end inspection of the ship service diesel generator engines (3), including a compression test of each engine cylinder and an inspection of the engine governors including the governor drive components. Contractor shall submit a typed report and two (2) copies listing condition, any additional required work and parts/components renewals to the P/E or WCS. Report shall identify extent of work, labor, parts/component identification, unit cost and availability.
- 9.09.3.7.** The Contractor shall remove and dispose of hazardous wastes.
- 9.09.3.8.** Contractor shall remove the injectors, fuel jumper lines, the roots blowers, fresh water pumps, and the fuel pumps from each of the diesel generator engines. (Three 8-V 71 engines)
- 9.09.3.9.** Contractor shall procure and install new injectors with new seals in the three ship service diesel generator engines, (Twenty four, 24, total). Include all new gaskets, seals, fuel jumper lines, and kits needed to perform this task.
- 9.09.3.10.** Contractor shall procure and install overhauled blowers (Reliablit) for each diesel generator engine. (Three total)
- 9.09.3.11.** Contractor shall procure and install new fuel pumps and new Jacket water pumps for each diesel generator engine. (Three fuel pumps and Three J.W. pumps total)
- 9.09.3.12.** Contractor shall remove and dispose of the L.O. in the diesel generator engines. At completion of this task, Contractor is to procure and refill the sumps with 8 gallons each, of API service CF-2, SAE 40 w oil. (24 gallons total).
- 9.09.3.13.** Contractor shall renew the L.O. filters of the diesel generator engines. (Three, i.e. WIX 51970)
- 9.09.3.14.** Contractor shall renew the primary and secondary fuel filters (in use) of the three diesel generator engines. (total: three primary, i.e. Racor 2020SM 30, three secondary, i.e. WIX 33120).
- 9.09.3.15.** Contractor shall renew all engine coolant hoses and clamps on the #1, #2 and #3 ships service Generator Engines. The coolant hoses and clamps shall comply with 46CFR 182.720 (b). (Hose: SAE J1942, Clamps: 46CFR 182.720 (e) (3) (v) (B) (1) (2)).
- 9.09.3.16.** Contractor shall renew all engine fuel hoses, Gov. L.O. hoses and end connections on the #1, #2 and #3 ships service generator engines from the vessel fuel supply and return lines to the ship service generator engines. Hoses and ends are ¼" and must meet the 46CFR 182.720 (b), 182.720 (e) requirements. (Hose: SAE J1942, end fittings: SAE J1475). (12 total).
- 9.09.3.17.** It shall be the Contractor's responsibility to lift all of the hose measurements, including end connection sizes, from the hoses on the engines.

- 9.09.3.18.** Before starting the diesel generator engines, Contractor shall fill all three Ships Service Generator Engines and grid coolers with a fresh water charge for cooling. Add one (1) gallon of POWERCOOL 3000 or equivalent to each ship service diesel generator engine cooling system.
- 9.09.3.19.** Contractor shall perform a complete diesel engine tune up on each diesel generator engine. Three (3) total.

**9.09.4.0. QUALITY CONTROL**

- 9.09.4.1.** Contractor shall furnish all labor and materials and conduct a one (1) hour Full rated load bank test of each ship service generator (3) in the presence of the P/E or WCS. **CHECK POINT**
- 9.09.4.2.** Contractor shall line up, start, and warm up each diesel generator and gradually load each engine/ generator set to full load. The loading shall be at 25% increments for at least 15 minutes each increment the last 15 minutes shall be at full rated load. (Loading: 25%, 50%, 75% and last 100%)
- 9.09.4.3.** Contractor shall make all engine and generator adjustments as necessary to assure full load performance at satisfactory parameters as per the manufacturer.
- 9.09.4.4.** During the test period, Contractor shall take and record the oil pressures, water temperatures, RPM, and electrical loads at fifteen (15) minute intervals of each engine/generator set.
- 9.09.4.5.** Contractor shall provide the P/E or WCS with a report and two (2) copies of results of the load tests of each ship service engine/generator set.
- 9.09.4.6.** Contractor shall set and demonstrate the Overspeed trips of the three diesel engine/generators. Set Point shall not exceed 15% above operating speed (1800 rpm O.S. not to exceed 2070 rpm Trip point).
- 9.09.4.7.** Upon satisfactory completion of all repairs and tests, Contractor shall leave ready for service the ship service engine/generator sets.

**End of Bid Item 9.09.00, Ships Service Diesel Generators,**  
**See Bid Pricing Schedule - Line 16.**

**9.10.00 - EMERGENCY DIESEL GENERATOR**

**9.10.1. SCOPE:**

Provide labor, services, materials, facility, tools, machines, rigging and staging to make all required disconnections, reconnections, removal / restore interferences, reinstallations, rig, unrig, overhaul, clean, repair, adjust the Emergency Diesel generator diesel engine and test the operation of the Emergency Diesel Generator under full load



conditions. Provide the services of a Detroit Diesel Technical Representative to over see the inspection, repairs and adjustments of the engine and generator in this item.

**9.10.2.0. REFERENCES:**

- 9.10.2.1. Detroit Diesel Technical Manual: GM Service Manual for 4-71 Generator Set.
- 9.10.2.2. Engine Data: GM 4-71, Model 1043-7005, SN A288324
- 9.10.2.3. Generator Manufacturer: Marathon Electric, Model 43051262, SN AD212683 C1H, 75 KW, 3 PH, 480V, KVA 94, 113 A
- 9.10.2.4. Woodward Governor P.N 8512-131, S.N. 1011784 23515365
- 9.10.2.5. Quantity: One (1) Generator located Observation Deck, Port side, B-end orientation.

**9.10.3.0. REQUIREMENTS:**

- 9.10.3.1. In the performance of this task, Contractor shall observe all the requirements of Item 2.01, General Requirements and Item 3.01 Contractors Responsibilities.
- 9.10.3.2. Contractor shall procure the services of a certified Detroit Diesel Technical Representative to oversee the performance of the work in this item.
- 9.10.3.3. The repairs of the Emergency generator diesel engine shall be performed in accordance with the manufacturer's detailed instructions and latest service bulletin.
- 9.10.3.4. The Contractor shall overhaul, renew and repair or exchange components, parts and materials using manufacturers Detroit Diesel genuine parts, Reliabilt parts and/or components that meet 46 CFR requirements. (SAE J1942 and SAE J1475 coolant, fuel and L.O. hose and end connections requirements).
- 9.10.3.5. Contractor shall perform additional work as authorized by State Contract Administrator.
- 9.10.3.6. Contractor shall perform a complete Top End bore scope inspection of the Emergency diesel generator engine and inspect auxiliary components of the generator including the governor and the governor drive components. Submit a typed report and two (2) copies listing condition, any additional required work and parts/components renewals to the P/E or WCS. Report shall identify extent of work, labor, parts/component identification, unit cost and availability.
- 9.10.3.7. The Contractor shall remove and dispose of all waste material, including hazardous wastes.
- 9.10.3.8. Contractor shall remove the four fuel injectors, furnish and install all new injectors with new seals and fuel jumper lines in the Emergency diesel generator engine, (Four, total, N60).

- 9.10.3.9.** Contractor shall remove and dispose of the L.O. in the Emergency diesel generator engine. At completion of this task, procure and refill the sump with API service CF-II, SAE 40 w oil. (approx. 5 gallons total).
- 9.10.3.10.** Contractor shall remove and dispose of the L.O. filter of the diesel generator engine. Procure and install a new L.O. filter in the engine. (i.e. Baldwin B95).
- 9.10.3.11.** Contractor shall remove and dispose of the primary and secondary fuel filters of the diesel generator engine. Procure and install new fuel filters on the diesel generator engine. (total: One primary, i.e. WIX 33121, One secondary, i.e. WIX 33122).
- 9.10.3.12.** Contractor shall renew the Air intake filter of the emergency diesel generator engine. (i.e. WIX 46312).
- 9.10.3.13.** Contractor shall drain the engine coolant and renew all engine coolant hoses and clamps on the emergency generator engine. Engine coolant hose must meet SAE J1942 requirements, as per 46CFR 56.60-25(b).
- 9.10.3.14.** Contractor shall renew all engine fuel hoses and fuel hose end connections on the emergency generator engine from the vessel fuel supply and return lines to the emergency generator engine, including the hose connection from the vessel supply line isolating root valve (1/2") to the fuel primary filter, fuel supply hose from the primary fuel filter to the engine fuel pump (1/2"), discharge hose from the engine fuel pump to the secondary fuel filter (1/4"), fuel hose from secondary filter to fuel rail (1/4"), return hoses connected from the engine to the vessel fuel return line isolating root valve (1/2" and 1/4"). **The hose and connections must meet 46CFR 182.720 (b), 182.720 (e) requirements (Hose: SAE J1942, end fittings: SAE J1475).**
- 9.10.3.15.** Contractor shall lift all flexible hose diameters, lengths and end fitting sizes from the vessel.
- 9.10.3.16.** Contractor shall renew the two drive belts of the radiator cooling fan.
- 9.10.3.17.** Contractor shall furnish and fill the diesel generator engine with all required fluids, L.O. and coolants including coolant additive (i.e. POWERCOOL 3000) to prepare the emergency generator engine for normal operation.
- 9.10.3.18.** All new gasket kits and seals shall be used to replace old gaskets and seals that were disturbed during the inspection of the emergency diesel generator engine. Replace any missing or defective fasteners on the engine or generator components.
- 9.10.3.19.** Contractor shall perform a complete engine tune up on the emergency diesel engine.

**9.10.4.0. Quality Assurance:**

- 9.10.4.1.** Contractor shall demonstrate the satisfactory operation to the P/E or WCS of the emergency generator engine under full load for one hour. (No leaks allowed proper operation parameters to be maintained at full rated load.) **CHECK POINT**

- 9.10.4.2.** Contractor shall make all engine and generator adjustments as necessary for proper and satisfactory operation. **CHECK POINT**
- 9.10.4.3.** During the test period, take and record the oil pressures, water temperatures, RPM, and electrical loads at fifteen (15) minute intervals of the emergency generator engine/generator set.
- 9.10.4.4.** The Load Test shall be conducted as follows: warm up/ 15 min 25% load, 15 min. 50% load, 15 min. 75% load, 15 min. 100% load.
- 9.10.4.5.** Contractor shall provide the PE or WCS a report and three (3) copies of results of the load test of the emergency generator engine/generator set. **REPORT**
- 9.10.4.6.** Upon satisfactory completion of all repairs and tests, Contractor shall leave ready for service the emergency diesel generator set. **CHECK POINT**

End of Bid Item 9.10.00, Emergency Diesel Generator, See Bid Pricing Schedule - Line 17.

## **10.01.00 - MAIN AND EMERGENCY SWITCHBOARD CLEANING**

### **10.01.1. SCOPE:**

- 10.01.1.1.** The Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to clean the Main and Emergency Switchboards located in the main engine control room and the emergency generator room on the car deck.

### **10.01.2. REFERENCES:**

- 10.01.2.1.** Main and Emergency Switchboard Technical Manuals

### **10.01.3. REQUIREMENTS:**

- 10.01.3.1.** This task shall not be performed more than one week prior to the delivery of the vessel on completion of the yard period. All blasting, cleaning and spray painting must be completed.
- 10.01.3.2.** Contractor shall clean, inspect, repair minor items in the main switchboard and emergency switchboard internals using approved methods for guidance. All major repairs such as circuit breakers will be repaired under a separate item.
- 10.01.3.3.** Contractor shall harden up all buss bar connections.
- 10.01.3.4.** Contractor shall take Infra-red Thermograph readings of the Main and Emergency Switchboards when plant is under normal load during Dock Trails; three copies of a report of the findings shall be provided to the P/E or WCS.

**10.01.3.5.** VDOT Supervisor shall inspect all cleaning upon completion of work and a test of each switchboard shall be performed by the contractor at the dock trial to prove satisfactory operation including the emergency bus transfer. **CHECK POINT**

End of Bid Item 10.01, Main and Emergency Switchboard  
Cleaning, See Bid Pricing Schedule - Line 18.

**10.02.00 - METER AND GAUGE CALIBRATION**

**10.02.1. SCOPE:**

Contractor shall procure and provide, labor, materials, tools, facility, machines, rigging and staging to remove listed gauges and meters to be calibrated or exchanged and restored to their original positions in the engine room, emergency generator room, and pilot houses (A and B ends).

**10.02.2. REFERENCES:** See P/E or WCS

**10.02.3. REQUIREMENTS:**

**10.02.3.1.** Contractor shall remove or calibrate in place the following meters from Main & Emergency Switchboards:

- A. Ammeters (6).
- B. Voltmeters (4)
- C. Hertz (2)
- D. KW Meters (3)

**10.02.3.2.** Contractor shall remove / calibrate in place the following electronic engine tachometers:

- A. Pilot houses (4)
- B. Engine room Console (2)
- C. Main Engine Gauge Board (2)

**10.02.3.3.** Contractor shall calibrate the gauges removed in 10.02.3.1 thru 10.02.3.2. Insure all calibrated gauges have current calibration stickers with expiration date attached. Any gauge or generator that fails to calibrate shall be replaced with a high quality gauge of the same design as removed.

**10.02.3.4.** Contractor shall install newly calibrated gauges in same locations as removed in 10.02.3.1 thru 10.02.3.2.

**10.02.3.5.** Contractor shall test operate equipment at the dock trial to prove satisfactory meter operation to state supervisor. **CHECK POINT**

**10.02.3.6.** Contractor shall provide three copies of calibration certificates to the P/E or WCS.

**10.02.3.7.** Meters or gauges that must be replaced due to an inability to calibrate shall be treated as growth work. A report and recommendation for repair/exchange with a cost quote shall be submitted to the P/E or WCS to forward for approval from the Virginia Department of Transportation.

End of Bid Item 10.02 Meter and Gauge Calibration See Bid Pricing Schedule - Line 19.

## **14.01.00 - FIXED CO2 RELEASE CONTAINMENT**

### **14.01.1. SCOPE**

**14.01.1.1.** The Contractor is to render undischargable, the Fire Suppression Systems of the Engine Room and the Emergency Diesel Generator room; This shall be to prevent an accidental discharge of CO2 into the listed spaces while occupied in order to perform task duties during the entire ship yard period.

**14.01.1.2.** After tasks are finished in the listed spaces, contractor shall reconnect and make the CO2 systems ready for normal use.

### **14.01.2.0. REFERENCES: See P/E or WCS**

### **14.01.3.0. REQUIREMENTS**

**14.01.3.1.** Contractor shall observe all parts of Index 2.01. General Requirements, Index 3.01 Contractors' Responsibilities, and Index 3.02 Schedule of Milestones and Key Events, during the performance of this task.

**14.01.3.2.** The Contractor shall disconnect and render undischargable, the Fire Suppression Systems of the Engine Room and the Emergency Diesel Generator room. **CHECK POINT**

**14.01.3.3.** Contractor shall post warning notices that the Fire Suppression Systems are secured. **CHECK POINT**

**14.01.3.4.** Alternate fire protection for the vessel shall be provided by the Contractor at all times, from Vessel Delivery until Final acceptance, at the End of the ship yard project. **CHECK POINT**

**14.01.3.5.** When the tasks for the engine room and the Emergency Diesel Generator are finished, the Contractor shall renew all disturbed seals, reconnect all fittings and disturbed connections and line up the Fire Suppression systems ready for use as original. **CHECK POINT**

End of Bid Item 14.01.00, Fixed CO2 Release Containment, See Bid Pricing Schedule - Line 20.

## 15.01.00 - A & B-END RUB RAIL & FREEBOARD HULL

### 15.01.1. SCOPE:

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, and machines to Vee-out and weld approximately 10 linear feet of cracked welds in the A-end bow rub rail and crop out and renew approximately 12 linear feet of damaged rub rail and approximately 24 square feet of damaged freeboard hull plate on the B-end bow. Coat repaired areas as per the Virginia Department of Transportation Marine Paint Standards for Preservation. All work to be done to ABS Standards and the work witnessed / Approved by the VDOT P/E or WCS and the USCG.

### 15.01.2. REFERENCES:

15.01.2.1. DWG. S-3 SIDE SHELL & LONGT. ELEVATIONS

15.01.2.2. MARINE PAINT STANDARDS FOR PRESERVATION

### 15.01.3. REQUIREMENTS:

15.01.3.1. The Contractor shall observe all the requirements of 2.01.00, General Requirements and 3.01.00 Contractors' Responsibilities.

15.01.3.2. Contractor shall verify all measurements and lift required measurements from the vessel.

15.01.3.3. Contractor shall vee-out approximately 10 linear feet of cracked welds and rub rail, in various places on the A-end Bow section rub rail and re-weld the rub rail to the shell plate or weld the rub rail crack closed.

15.01.3.4. Contractor shall crop out and renew the crushed rub rail areas of the B-end Bow. Rub rail areas are approximately 10 linear feet of 3/8"th x 15" wide x 3" channel with a 12" wide 30.5lb. (3/4" th) flat plate welded on top of the channel.

15.01.3.5. Contractor shall crop out and renew the crushed shell plate areas IWO the damaged rub rail. The approximate area to be renewed is 24 square feet of 20.3lb. plate (1/2" th).

15.01.3.6. The P/E or WCS will indicate the areas that require repair to the Contractor.

15.01.3.7. The Contractor shall coat all areas disturbed by this task and all renewed areas according to the appropriate manner found in 15.01.2.2.

15.01.3.8. The Contractor shall notify the P/E or the WCS and the USCG for the witness, inspections, testing and final approval of the repairs in this task. **CHECK POINT**

End of Bid Item 15.01.00, A & B End Rub Rail & Freeboard  
Hull, See Bid Pricing Schedule - Line 21.

## **18.01.00 - SALON / CREW SPACES DECK COVERINGS**

### **18.01.1. SCOPE:**

Procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to clean the deck covering of the Passenger Salon, restrooms, (men's, ladies', and crew), crew's lounge, vestibules and both pilot houses. Reapply sealer to the decks.

### **18.01.2.0. REFERENCES:** NONE

### **18.01.3.0. REQUIREMENTS:**

- 18.01.3.1.** Contractor shall observe the requirements of Item 2.01 General Requirements and Item 3.01. Contractors Responsibilities in the performance of this task.
- 18.01.3.2.** Contractor shall remove/clean, sand the dirty and failing sealer of the decks of the following spaces: the Passenger lounge, the Crew lounge, the Vestibules to the "A" and "B" Pilot houses, the Pilot house decks A and B ends and the rest rooms (men's, ladies, and crew's). (Approx. 1563 sq. ft. total)
- 18.01.3.3.** Contractor shall repair the cracks in the Terrazzo deck/surface sealant in the passenger lounge area. Use the same color One Step Epoxy Terrazzo, if required. Grind out the old dirty previous repair and replace. There are three individual cracks totaling 53 inches in length on the Passenger Lounge deck and one crack on the Crews' lounge deck of approximately 14 inches.
- 18.01.3.4.** After repairs are made, Contractor shall properly prepare the surfaces of the decks in 18.01.3.2 and apply two coats of sealer to the decks.
- 18.01.3.5.** Contractor shall protect the Terrazzo covered decks, including the "A" and "B" pilot house decks, from damage or contamination from dirt/debris during this ship yard period. Remove any protective covering at the Final Inspection for acceptance as per 3.02.8. **CHECK POINT**

End of Bid Item 18.01.00, Salon/Crew Spaces Deck Coverings, See Bid Pricing Schedule - Line 22.

## **19.01.00 - TOILET BOWL INSTALLATION**

### **19.01.0. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, and machines to remove a round hole of the floor covering and steel deck in the Men's lavatory of a diameter large enough to install an additional toilet of like kind in the men's lavatory of the Observation Deck. Furnish and install the toilet, all associated plumbing, piping, sanitary supply water and toiletry hardware including the flushometer. Include a stainless steel privacy door with locking device and privacy enclosure for this new



lavatory installation that will extend from the inboard longitudinal bulkhead and mates with the existing post installation of the existing toilet installation.

**19.01.2. REFERENCES:**

**19.01.2.1.** DWG. P-3 FRESH & SANITARY WTR SYSTEM (Sheets 1-5)

**19.01.3. REQUIREMENTS:**

- 19.01.3.1.** Contractor shall adhere to the requirements of Item 2.01.00 General Requirements and Item 3.01.00 Contractors' Responsibilities during the performance of this task.
- 19.01.3.2.** The Contractor shall fabricate, install, finish, furnish and follow the same installation procedures as listed in DWG P-3 (Sheet 1) General Notes, reference of 19.01.2.1.(Sheet 1).
- 19.01.3.3.** The new toilet bowl installation shall be installed on a side by side orientation with the existing toilet bowl and privacy enclosure installation.
- 19.01.3.4.** Contractor shall remove the stainless steel bulkhead sheet covering in the Men's' Lavatory on the transverse bulkhead to access the sanitary water supply line where the new toilet bowl is to be installed. Contractor is to stow the covering and protect it from damage and shall replace the covering after plumbing has been completed.
- 19.01.3.5.** Contractor shall remove a round area of the deck covering in the centered area of the new toilet bowl installation and crop out an area of the steel deck to accommodate a 4" deck commode flange fitting for a standard marine toilet bowl to be fitted as a second side by side stall in the Men's' lavatory of the Observation Deck.
- 19.01.3.6.** Contractor shall furnish, fabricate and install a 4" pipe connection for the bowl drain connection into the existing 4" sanitary drain line located below the deck of the Men's' Lavatory room on the Observation deck.
- 19.01.3.7.** Contractor shall properly fit the 4" drain line with a bowl flange fitting for a standard marine toilet bowl with stainless steel mounting studs and corrosion resistant fasteners. The bowl flange fitting shall be stainless steel.
- 19.01.3.8.** Contractor shall grout and properly seal the toilet bowl flange to floor interface and match the existing floor Terrazzo covering.
- 19.01.3.9.** Contractor shall furnish and install a marine toilet bowl complete with hinged open type seat of like kind to the existing toilet bowl in the Men's' Lavatory in the designated new toilet bowl position. The installation shall include all the proper seals, grommets, gaskets and securing devices to complete the installation in a satisfactory condition.
- 19.01.3.10.** Contractor shall furnish and install SCH 80 pipe and fittings of the correct size and material type to connect into the sanitary water supply line through an angle type shut off valve to the flushometer. Adequate pipe and valve supports shall be furnished and installed for the sanitary water supply line.



- 19.01.3.11. VDOT shall supply the shut off valve, flushometer, vacuum breaker and chromed connections to complete the sanitary water pressure connections to the toilet bowl. The Contractor shall install the VDOT supplied fittings from the Sloan Dolphin Model 110 Product Code 3050100 kit on the new toilet bowl.
- 19.01.3.12. The Contractor shall remove the existing capped drain line of the former urinal of the Men's' Lavatory and insert a flush hex key type pipe plug into the drain line.
- 19.01.3.13. Contractor shall cover the plugged line with a square of stainless steel riveted to the existing stainless steel sheet so as to cover the drain hole access through the bulkhead covering.
- 19.01.3.14. The Contractor shall procure and install a privacy enclosure for the new toilet bowl with locking door and striker latch plate.
- 19.01.3.15. The enclosure material shall be composed of stainless steel in a like manner and style as the existing toilet stall in the Men's' Lavatory on the Observation Deck.
- 19.01.3.16. The privacy enclosure shall extend longitudinally from the inboard bulkhead to the existing privacy enclosure post. Post is 79" high, door is mounted bottom 15" high from deck, Door measures 21" wide x 73" tall. Bracket / hinge post for door is 5" wide x 79" tall, the enclosure appears to be 1.250" thick.
- 19.01.3.17. The Contractor shall be absolutely responsible for taking all required measurements needed for the proper and satisfactory installation of all components of this task (19.01.00).
- 19.01.3.18. The Contractor shall insulate and paint all lines exposed to the outside as with existing drain lines.

**19.01.4. QUALITY ASSURANCE:**

- 19.01.4.1. The Contractor shall demonstrate the following to the P/E or WCS:
  - A. The stainless steel bowl mounting plate. **CHECK POINT**
  - B. The bowl, seal and fasteners in place. **CHECK POINT**
  - C. The satisfactory fit, installation and operation of the bowl sanitary water supply hardware kit supplied by VDOT. **NO LEAKS ALLOWED. CHECK POINT**
  - D. The satisfactory flushing action of the bowl with **NO** leaks through out the new drain piping system. **CHECK POINT**
  - E. The satisfactory opening, closing, locking, installation and fit of the new privacy door and enclosure. **CHECK POINT**
  - F. The satisfactory fit and reinstallation of the stainless steel sheet panel on the bulkhead behind the new installed toilet bowl. **CHECK POINT**

End of Bid Item 19.01.00, Toilet Bowl Installation, See Bid Pricing Schedule - Line 23.

**19.02.00 - E R VENT FIRE DAMPER CONT. INSTL.**

**19.02.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, components and machines to install motor operated automatic closing fire dampers in the Engine Room ventilation system using the instructions provided in the USCG Approved drawings from Marine Systems Corporation, (MSC). The installation is to be installed complete including all electrical wiring, hook-ups, motors, motor mountings to the ventilation and exhaust damper controls in the engine room ventilation system, coating, and testing of the system operation for USCG and VDOT Approval.

**19.02.2. REFERENCES:**

**MARINE SYSTEMS CORPORATION DRAWINGS:**

**19.02.2.1.** DWG. No. 3204-004-01 VENT MODS INSTALL ENGINE ROOM (Sheets 1-3)

**19.02.2.2.** DWG. No. 3204-004-02 (Rev-) ELEC MODS FIRE DAMPER INSTALL ENG RM (Sheets1-5)

**VIRGINIA DEPARTMENT of TRANSPORTATION:**

**19.02.2.3.** MARINE PAINT STANDARDS FOR PRESERVATION

**19.02.3. REQUIREMENTS:**

**19.02.3.1.** The Contractor shall observe all the requirements of 2.01.00, General Requirements and 3.01.00 Contractors' Responsibilities during the performance of this task.

**19.02.3.2.** The completed assemblies and components in this Item shall meet all listed tolerances and be equivalent to those included in the references listed under 19.02.2. **CHECK POINT**

**19.02.3.3.** All surface preparation and coating shall be done in accordance with Reference 19.02.2.3 Virginia Department of Transportation Marine Paint Standards for Preservation and any direction given in the Reference drawing notes of drawings listed under 19.02.2.

**19.02.3.4.** The Contractor shall use the listed References of 19.02.2. to guide and instruct during the installation of the Automatic Fire Dampers, the motor controls, all connections and wiring.

**19.02.3.5.** The Contractor shall notify the P/E and the local USCG Inspection Office to observe and witness the installation and test operation of this Item. **CHECK POINT**

End of Bid Item 19.02.00, E R Vent Fire Damper Cont. inst.  
See Bid Pricing Schedule - Line 24.

**19.03.00 - RESCUE BOAT DAVIT INSTALLATION**

**19.03.1 SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, components and machines to remove the existing J-Bar rescue boat davit and using the instructions provided in the USCG Approved drawings from Marine Systems Corporation, (MSC), install a VDOT supplied Welin Lambie type SARBE 8-0 A-3.5 Davit, complete. Installation shall include all electrical wiring to the emergency switchboard power source, all required electrical connections to the davit controller and individual electrical davit controls, the reorientation and wire rope connections of the rescue boat to the SARBE 8.0 A-3.5 Davit, deck reinforcement and modifications as per supplied drawings, and all required tests of the operation of the davit installation for acceptance by the USCG and VDOT.

**19.03.2. REFERENCES:**

**MOSS POINT MARINE, INC. DRAWINGS**

**19.03.2.1.** DWG. S-2 DECK AND BOTTOM STRUCTURE (Sheet 1-3)

**19.03.2.2.** DWG. S-6 TRANSVERSE SECTS FRAMES 37 - 57 (Sheet 1-2)

**MARINE SYSTEMS CORP. DRAWINGS**

**19.03.2.3.** DWG. 3204-001-01 FOUNDATIONS INCID RESCUE BOAT DAVIT INSTALLATION (Sheets 1-4)

**19.03.2.4.** DWG. 3204-001-02 DAVIT INSTALLATION ELECTRICAL MODIFICATION (Sheets 1-13)

**19.03.2.5.** DWG. 3204-001-03 EMER. ELECTRICAL SYSTEM LOAD ANALYSIS (Sheets 1-10)

**19.03.2.6.** DWG. 3204-001-04 EMER. ELECTRICAL SYSTEM ONE LINE DIAGRAM (Sheets 1-4)

**USCG LETTERS**

**19.03.2.7.** SERIAL E2-1002393, September 16, 2010, Elect. Plans

**19.03.2.8.** SERIAL H2-1002199, August 20, 2010, Rescue Boat Davit Inst.

**19.03.2.9.** Serial H2-1002388, September 16, 2010, Light Ship Characteristics

**VIRGINIA DEPARTMENT OF TRANSPORTATION**

**19.03.2.10.** MARINE PAINT STANDARDS FOR PRESERVATION

**19.03.3. REQUIREMENTS:**

- 19.03.3.1.** The Contractor shall observe all the requirements of 2.01.00, General Requirements and 3.01.00 Contractors' Responsibilities during the performance of this task.
- 19.03.3.2.** The completed assemblies and components in this Item shall meet all listed tolerances in the references under 19.03.2.
- 19.03.3.3.** All surface preparation and coating shall be done in accordance with Reference 19.03.2.10 Virginia Department of Transportation Marine Paint Standards for Preservation and any direction given in the Reference drawing notes of drawings listed under 19.03.2.
- 19.03.3.4.** The Contractor shall use the listed References of 19.03.2. to guide and instruct during the removal of the existing davit and the installation of the new SARBE 8.0 A-3.5 Rescue Boat Davit.
- 19.03.3.5.** Contractor shall remove the existing rescue boat J-Bar davit and foundation and deliver the davit and foundation, undamaged and intact, to VDOT for storage.
- 19.03.3.6.** Contractor shall properly load and secure the removed J-Bar davit and foundation onto a truck and deliver the J-Bar davit and foundation to the storage facility at VDOT Hampton Roads District Headquarters, 1700 North Main Street, Suffolk, VA 23434.
- 19.03.3.7.** Contractor shall notify the local USCG and the P/E or WCS, when installing the SARBE 8.0 A-3.5 Rescue Boat Davit. Contractor is to coordinate all required tests and witness duties with the USCG and the P/E or WCS as needed to assure the approved installation of the davit by the USCG. **CHECK POINT**
- 19.03.3.8.** The Contractor shall coordinate and allow for ship checks by representatives of Marine Systems Corporation, (MSC), during the installation of the davit. There are two (2) ship check visits contracted to MSC for this installation. The P/E shall provide a point of contact from MSC to the Contractor when required. **CHECK POINT**
- 19.03.3.9.** After installation of the SARBE 8.0 A-3.5 Rescue Boat Davit is completed, Contractor shall demonstrate the satisfactory operation in all modes of the davit. A weight suspension test will be required by the USCG. **CHECK POINT**
- 19.03.3.10.** The Contractor shall fabricate a plate of corrosion resistant metallic material that will list the results of the required tests, the test conditions, and the dates of the tests. The Contractor shall attach the plate to the SARBE 8.0 A-3.5 davit in a permanent manner. **CHECK POINT**
- 19.03.3.11.** The Contractor shall submit three (3) copies of a dated, type written report, to the P/E or WCS, that states the results of the USCG required tests and the test conditions observed for the new rescue boat davit. **REPORT**

End of Bid Item 19.03.00, Rescue Boat Davit Installation, See  
Bid Pricing Schedule - Line 25.

**19.04.00 - DRAIN CLEAN-OUT INSTALLATION**

**19.04.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging, and machines to clear the clogged gray water drain line from the crew lounge deep sink and deck drain to the overboard drained outlet of this system and install two accessible clean-out connections in the drain system at the crew deep sink drain line main.

**19.04.2. REFERENCES:**

**19.04.2.1.** DWG. P-3 FRESH & SANITARY WTR SYSTEM (Sheets 1-5)

**19.04.3. REQUIREMENTS:**

**19.04.3.1.** In the performance of this task, the Contractor shall observe all parts of section 2.01 General Requirements and 3.01 Contractors' Responsibilities.

**19.04.3.2.** The Contractor shall clear the clogged 1 inch diameter drain line of the crew deep sink and floor drain.

**19.04.3.3.** In consultation with the P/E or the WCS, the Contractor shall install two clean out connections in the above system to enable future means of easy access for cleaning and flushing out the gray water drains at this point in the system.

**19.04.3.4.** Materials used for the installation of the clean-out connection shall conform to the same kind used on the material list of the drawing listed in 19.04.2.1. and shall be fitted with screwed (NPT) plugs. (SCH 80, Galvanized steel pipe or fittings, ASTM A 53, ANSI B 36.10 Grade B). Drain line is listed as 1 1/2" diameter.

**19.04.3.5.** Contractor shall reconnect all drain lines as per the original build drawings for the drain from the deep sink into the drain main line.

**19.04.3.6.** Contractor shall demonstrate that the sink and deck drain lines are cleared by introducing water into the system at the sink tub and floor drain for the approval by the P/E or WCS. **CHECK POINT**

End of Bid Item 19.04.00, Drain Clean-Out Installation, See  
Bid Pricing Schedule - Line 26.

**21.01.00 - POTABLE WATER TANK (P)**

**21.01.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to pump out, open, inspect, clean, repair, blast, paint, close, flush out, fill, disinfect, flush, fill, test and certify that the potable water system is safe for human consumption. Conduct joint Contractor and P\|E or WCS inspection of potable water tank interior surfaces. Contractor shall accomplish spot hand tool cleaning, if required, and spot painting to restore coating inside the potable water tank. Contractor shall engage a Paint/Coating Tech.Rep. to supervise the application of the paint system in the potable water tank.

**21.01.2. REFERENCES:**

**21.01.2.1.** VDOT Marine Paint Standards for Preservation

**21.01.2.2.** Department of the Army Technical Bulletin 43-0144, entitled: "Painting of Watercraft," dated Nov. 2005. (Section 7-5, pg. 58).

**21.01.2.3.** NAVSHIPS Manual S9086-SE-STM-010/CH-533R1, Chapter 533, entitled: "Potable Water System," dated 15 Jun 86.

**21.01.2.4. Tank Data:**

**21.01.2.4.1.** Location: Starboard side, B-3 Void, Fr. 16-23.

**21.01.2.4.2.** Capacity: 4500 Gallons.

**21.01.2.4.3.** Quantity: One (1) tank.

**21.01.3. REQUIREMENTS:**

**21.01.3.1.** Comply with the "gas freeing" requirement contained in the "General Requirements" section of this specification.

**21.01.3.2.** In the performance of this item the Contractor shall observe all of the requirements of Item 2.01 General Requirements, and Item 3.01 Contractors Responsibilities of these specifications.

**21.01.3.3.** Cost of performing the above parts of this item shall be included in the price of this item.

**21.01.3.4.** Contractor shall obtain material requirements from existing vessel installation.

**21.01.3.5.** Contractor shall remove and reinstall all interferences.

**21.01.3.6.** Contractor shall engage a Paint Tech. Rep. (21.01.2.1) page 5, PP 3.5, to supervise the tank surface preparation and the application/curing of the coating system. All paint coating thicknesses shall be applied using the paint manufacturer's application procedures.

**21.01.3.7.** Bared surfaces shall not remain bare overnight without the application of primer paint.

**21.01.3.8.** Inspection, Preparation, Painting and Certification:

**21.01.3.8.1.** Contractor shall pump out, remove access covers, and clean all interior surfaces of the potable water tank free of water and foreign matter.

**21.01.3.8.2.** Contractor shall perform a joint Contractor and Ship Surveyor inspection of potable water tank's interior surfaces. **CHECK POINT**

**21.01.3.8.3.** Contractor shall overhaul the potable water tank atmospheric vent ball check valve. Replace all vent screens; replace missing and defective vent balls. Replace all missing, defective, and incorrect securements.

**21.01.3.8.4.** Contractor shall clean access cover to bolting ring sealing surfaces as required ensuring a flush surface for seating of gasket. Chase stud securement threads. Replace missing, defective, and incorrect securements.

**21.01.3.9**     **Preparation and Painting**

**21.01.3.9.1.** Contractor shall blow out with air the fill-vent-outlet piping to ensure piping is free of foreign matter.

**21.01.3.9.2.** Contractor shall remove tank level indicator components prior to the beginning of high pressure water cleaning.

**21.01.3.9.3.** The Contractor shall perform high pressure water cleaning at 2500 psi .

**21.01.3.9.4.** Contractor shall hand tool clean to SSPC SC-2 standard, any spot areas that may need to be recoated. (Assume 2% of the internal surfaces need to be recoated).

**21.01.3.9.5.** Hand tool cleaned surfaces shall conform to the standards set forth in SSPC SC-2 and shall meet the satisfaction of the Paint Tech. Rep.

**21.01.3.9.6.** Contractor shall remove all scale/cleaned materials from the tank and prepare all mechanically cleaned surfaces to receive paint coatings.

**21.01.3.9.7.** Contractor shall apply paint coating as per manufacturers' instructions under the supervision of the Paint Tech. Rep. Assure proper temperature/humidity and adequate time for the coating to cure.

**21.01.3.10**     **Closure and Certification**

**21.01.3.10.1.** Before closing the potable water tank, Contractor and the State supervisor shall enter and make a final inspection. **CHECK POINT**

**21.01.3.10.2.** Contractor shall reinstall all removals made for the performance of this item, to include but not limited to tank level indicator components using new gaskets and replace any missing, defective or incorrect fasteners.

**21.01.3.10.3.** Contractor shall reinstall access covers. Furnish and install new full face gaskets fabricated from 1/8 inch thick cloth inserted rubber. Replace missing, defective, and incorrect securements.



- 21.01.3.10.4.** Contractor shall perform a 2 PSI air test for 10 minutes, in the presence of the State supervisor and verify watertight integrity for the potable water tank. Eliminate all leaks associated with repairs. **CHECK POINT**
- 21.01.3.10.5.** Contractor shall flush out, fill, disinfect, flush, fill, test and certify potable water system is safe for human consumption.
- 21.01.3.10.6.** Contractor shall prove satisfactory operation of the tank level indicator in the presence of the State supervisor by filling the tank and sounding, then compare to the level indicator reading. **CHECK POINT**
- 21.01.3.10.7.** The potable water system shall be disinfected using the requirements and procedures as outlined in paragraph 533-3.3.2 of referenced technical manual as a guide.
- 21.01.3.10.8.** Contractor shall pump/drain the hypochlorite disinfected water from the potable water storage tanks through and out the vessel's potable water piping system. Include discharge from the highest level in the system, the end of line, and water coolers (2), (engine room, passenger salon).
- 21.01.3.10.9.** Contractor shall refill tanks with potable water and flush system.
- 21.01.3.10.10.** A Water sample shall be drawn by an approved bacteriological testing facility. Sample shall be tested to ascertain that water is safe for human consumption.
- 21.01.3.10.11.** Upon completion of tests and inspection, furnish the State supervisor two (2) signed certificates from the testing facility stating that the water in the potable water tank is safe for human consumption.

End of Bid Item 21.01.00, Potable Water Tank (P), See Bid Pricing Schedule - Line 27.

## **21.02.00 - FUEL TANKS**

### **21.02.1 SCOPE:**

Procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to remove and dispose of the fuel from the "A" and "B" fuel tanks, open, gas free, protect fuel system from water contamination, wash the fuel tanks and upon completion of all repairs, renewals and final inspections by the Contractor and the P/E or WCS, ensure that all blanks and plugs are removed and tanks are clean and dry. Close up the fuel tanks with like kind gaskets and air pressure test each tank. Both mating surfaces of covers and access area shall be cleaned free of all foreign material and coated.

### **21.02.2.0. REFERENCES:** "A" and "B" end Fuel Tanks

- 21.02.2.1.** Dwg. P-2 VENTS AND SOUNDING TUBES (Sheets 1-3)



21.02.2.2. Dwg. P-4 FUEL OIL SYSTEM (Sheets 1-4)

**21.02.3.0. REQUIREMENTS:**

21.02.3.1. Contractor shall furnish labor and materials to perform the below listed tasks.

21.02.3.2. Contractor shall comply with the “gas freeing” requirement contained in the “General Requirements” section of this specification. Hot work shall be done in the "A" Fuel Tank system.

21.02.3.3. In the performance of this item, the Contractor shall dispose of all waste products, including any hazardous waste products in accordance with all Federal, State, and Local regulations.

21.02.3.4. The Contractor shall remove and dispose of the fuel from each fuel tank as required for cleaning of tanks. There are two main fuel tanks.

21.02.3.5. Cost of performing the above parts of this item shall be included in the price of this item.

21.02.3.6. The Contractor shall observe all of the requirements of Item 2.01. General Requirements and Item 3.01, Contractors' Responsibilities while performing the requirements of this task.

**21.02.3.7. Tank Cleaning and Repairs:**

21.02.3.7.1. Contractor shall make required removals and open each tank for cleaning. Vent each tank to exterior atmosphere.

21.02.3.7.2. Contractor shall make necessary physical arrangements as needed to protect the fuel service system from water or other contamination.

21.02.3.7.3. Contractor shall remove or protect the fuel tank level indicator during this process as necessary.

21.02.3.7.4. Contractor shall wash and clean each tank free of remaining fuel, water, sediment and foreign matter.

21.02.3.7.5. Contractor shall wipe down interior surfaces with lint free cotton rags, no cotton waste or wool waste is to be used.

21.02.3.7.6. Inspection: A Joint Contractor and Ship Surveyor inspection of each tank will be conducted for cleanliness. **CHECK POINT**

21.02.3.7.7. The arrangements made in 21.02.3.6.2 shall be removed upon completion of this task. Replace all gaskets and any missing, damaged or incorrect fasteners needed to restore the system to a normal line up.

21.02.3.7.8. **On the A-End Fuel tank**, Contractor shall renew the pipe column of the fuel tank level indicating device, from the connection into the tank at the top tank connection into the bottom tank connection complete.

**21.02.3.7.8.1.** In the presence of the USCG, P/E or WCS, Contractor shall Air and soap bubble test the renewed pipe column of the A-End fuel tank level indicating device at 25 psi. No leakage is allowed. (Test to be made of the column pipe section only, up to and including the weld connection at the fuel tank. **CHECK POINT**

**21.02.3.7.8.2.** Contractor shall reinstall the fuel tank level indicators using new gaskets and replacing any missing, or damaged fasteners as needed. Demonstrate the satisfactory operation of the tank level indicating devices to the P/E or WCS. **CHECK POINT**

**21.02.3.7.9.** **On the A-End Fuel Tank,** Contractor shall crop out and renew the defective fuel tank sounding tube deck socket. The new deck welds shall be soap bubble tested for leakage at the 2 psi tank test pressure in the presence of the P/E or WCS. Socket to be flush mount, 3000#, ASTM A-105, with brass SQ. HD. CSK. **CHECK POINT**

**21.02.3.7.10.** **On the A and B Fuel Tanks,** Contractor shall renew the tank bottom fuel suction valves, (reach rod connected for emergency shut off), V-1 and V-2 . There are 2 (two) total 2" dia, and 2 (two) total 1" dia valves. Valves are gate, 200#, THD Ends, Brz., ASTM B-62. i.e. STOCKHAM Part No. B-132. Contractor is to demonstrate the satisfactory operation of the new valves by operating the reach rods in the presence of the P/E or WCS before fuel is reintroduced into the tanks. **CHECK POINT**

**21.02.3.7.10.1.** In the presence of the P/E or WCS, the Contractor shall hydrostatically test the new fuel tank suction valves to 50 psi, prior to installation. No leakage is allowed. **CHECK POINT**

**21.02.3.8.** **Atmospheric Vent Ball Check Valves:**

**21.02.3.7.1.** Contractor shall unship and overhaul each fuel tank atmospheric vent ball check valve (2).

**21.02.3.7.2.** Contractor shall replace all vent screens; replace missing and defective vent balls.

**21.02.3.6.3.** Contractor shall replace all missing, defective, and incorrect securements.

**21.02.3.7.** **Tank Closures:**

**21.02.3.7.1.** When indicated by the P/E or WCS close each tank (2 total) as follows:

**21.02.3.7.2.** Both mating surfaces of covers and access area shall be cleaned free of all foreign matter and faired free of distortion to provide a smooth finish fit.

**21.02.3.7.3.** Contractor shall chase all securement stud threads, tap bolting ring securement holes to accept fasteners.

**21.02.3.7.4.** Contractor shall furnish material; fabricate, and install a new gasket for each access cover. New gasket shall be fabricated of 3/16-inch synthetic rubber and cork composition material and be a full face gasket.

**21.02.3.8.** **Air Tests:** Contractor shall perform two (2) PSI air tests of each fuel tank satisfactorily in the presence of the P/E or WCS. During air test, soap test all closures. Eliminate all leaks by proper repair. **CHECK POINT**

**21.02.3.9. Fuel Return:**

- 21.02.3.9.1.** VDOT will supply fuel to perform all tests required to prove systems satisfactory.
- 21.02.3.9.2.** Contractor shall leave fuel tanks and fuel service system lined up and ready for service after all tests have been performed and the P/E or WCS and the USCG have made all required approvals.

**End of Bid Item 21.02.00, Fuel Tanks, See Bid Pricing  
Schedule - Line 28.**

**21.06.00 - MSD TANK**

**21.06.1. SCOPE:**

Contractor shall procure and provide all services, skilled labor, facilities, tools, materials, rigging, staging and machines to remove waste from the MSD tank, clean, sanitize and flush the tank to prepare for entry to inspect, make repairs to tank internals and coating.

**21.06.2.0. REFERENCES:**

- 21.06.2.1.** Red Fox Type II MSD installation and maintenance manual.

**21.06.3.0. REQUIREMENTS:**

- 21.06.3.1.** Contractor shall provide labor and materials to open/close , sanitize and clean out the MSD main tank, contact tank and overboard holding tank (lift station) including the associated internal pipe lines of the system.
- 21.06.3.2.** Contractor shall procure and provide the services of Paint/ Coating Technical Representative to supervise the cleaning/coating of the internal surfaces of this Item.
- 21.06.3.3.** Contractor shall dispose of approximately 3000 gallons of human waste material.
- 21.06.3.4.** Contractor shall observe all safety precautions as described by the Manufacturer during cleaning of the MSD components and observe the requirements of Section 2.0 Terms and Conditions and Section 3.0 Dock and Shipyard Services of this specification. Caution must be used when cleaning the interior of the tanks due to PVC pipe. Contractor shall comply with all "gas free" requirements of this contract.
- 21.06.3.5.** Contractor shall make all necessary removals of interferences or cover/access plates to complete this task. When finished restore all connections as original using new full face gaskets.
- 21.06.3.6.** Contractor shall inspect the internal tanks and fittings of the MSD tank system. Submit two (2) copies of a report on the conditions found and any other recommendations as may be needed to repair the MSD system to the P/E or WCS.

- 21.06.3.7.** Contractor shall make any adjustments to secure the aerators as needed to be in the correct position for proper operation.
- 21.06.3.8.** Contractor shall power tool clean to SSPC-SP-3 to bare metal all damaged interior areas of the effluent holding tank. Assume 10% of internal surface must be cleaned in this manner.
- 21.06.3.9.** Contractor shall power tool clean to SSPC-SP-3 to bare metal all wasted or damaged areas of the aeration chamber. Assume 10% of internal surface must be cleaned in this manner.
- 21.06.3.10.** Contractor shall power tool clean to SSPC-SP-3 to bare metal all wasted or damaged areas of the clarifier tank. Assume 10% of internal surface area must be cleaned in this manner.
- 21.06.3.11.** Contractor shall renew the two (2) effluent holding tank overboard discharge pumps with VDOT supplied new pumps. Preserve the new pumps' outside surfaces with three coats of Interline 624 or equivalent.
- 21.06.3.12.** Contractor shall electrically disconnect, remove and clean the tank level/ pump control sensors. When finished with tank cleaning/painting, reinstall and electrically reconnect the sensors.
- 21.06.3.13.** Contractor shall power tool clean to SSPC-SP-3 to bare metal all wasted or damaged areas of the effluent lift tank, including the internal pump discharge piping.
- 21.06.3.14.** Contractor shall apply three coats of Interline 624 or equivalent to all of the areas cleaned by power tool mentioned in the previous sections of this ITEM and to any new or exchanged components within the system.
- 21.06.3.15.** Contractor shall reinstall the new effluent pumps and reconnect to the system with respect to the electrical and plumbing connections. Test the effluent pumps to prove operation to the satisfaction of the P/E or WCS. **CHECK POINT**
- 21.06.3.16.** Contractor and P/E or WCS shall inspect the internal coating and MSD condition before system is closed for normal operation. **CHECK POINT**
- 21.06.3.17.** Contractor shall furnish and install new access cover gaskets for the aeration chamber, effluent holding tank, clarifier chamber, and the lift station tank. Replace missing, defective or incorrect securements with securements made of stainless steel.
- 21.06.3.18.** Contractor shall remove the MSD tank vent bell, renew the screen and overhaul and clean the vent. Reinstall the vent when completed.
- 21.06.3.19.** Contractor shall remove, Open, Clean, repair the individual sewage waste line vents of the Men's, Woman's and the Crew's toilet systems. Three Vents.
- 21.06.3.20.** Contractor shall assure that vent line is clear and Reinstall the individual vents of 21.06.3.22 when vents are cleaned and repaired.

**21.06.3.21.** Prior to delivery, in the presence of the P/E or WCS, the system shall be filled with fresh water and lined up normally. The MSD system shall be checked for leaks and the proper operation of the system to the satisfaction of the P/E or WCS. **CHECK POINT**

End of Bid Item 21.06.00, MSD Tank, See Bid Pricing  
Schedule - Line 29

V. **MANDATORY PREBID CONFERENCE:** A mandatory prebid conference will be at 10:00 A.M., August 29, 2011 at the VDOT Jamestown Scotland Ferry Operations Office, 16289 Rolfe Highway, Surry, VA 23883. The purpose of this conference is to allow potential bidders an opportunity to present questions and obtain clarification relative to any facet of this solicitation.

Due to the importance of all bidders having a clear understanding of the specifications/scope of work and requirements of this solicitation, attendance at this conference will be a prerequisite for submitting a bid. Bids will only be accepted from those bidders who are represented at this prebid conference. Attendance at the conference will be evidenced by the representative's signature on the attendance roster. No one will be admitted after 10:00 A.M.

Bring a copy of the solicitation with you. Any changes resulting from this conference will be issued in a written addendum to the solicitation.

*For all SECURITY Contracts -Prior to admittance to the conference/site-visit, a photo-ID will have to be checked (example: a valid driver's License or a valid passport) and an Agreement for Release of Critical Infrastructure Information Sensitive Security Information form will have to be completed, signed and submitted. Any further distribution, by recipients, of sensitive material received at this time is prohibited without proper non-disclosure forms being signed.*

VI. **METHOD OF PAYMENT:**

- A. Payment will be made (in accordance with the Virginia Prompt Payment Act within thirty (30) days after receipt of valid invoice and verification of satisfactory goods/services received and/or completion of work.
- B. Invoices shall be submitted to the address listed below for all items completed within the designated billing period.
- C. Ten percent (10%) of the contract tasks total cost will be held back until final vessel acceptance is made by the P/E\VDOT Supervisor, WCS or the VDOT Contract Administrator in accordance with Section IV.3.02.3.

VII. **INVOICING:**

INVOICING:

- A. Invoices shall be submitted monthly after satisfactory completion of the work detailed within.
- B. Invoices shall include the contract number, purchase order number, itemized quantities, unit price and extended costs based on the contract pricing schedule.
- C. No payment will be made for work in progress on the prescribed payment dates.
- D. Work completed will be verified daily by a VDOT Representative and Contractor Foreman on an agreeable format.
- E. Submit Invoices To: Tim Langston  
VDOT Hampton Roads District  
Jamestown Scotland Ferry  
P.O. Box 25  
Surry, VA 23883-0026

### **VIII. BID SUBMISSION – INSTRUCTIONS**

1. The entire bid package with the signed cover sheet, any and all signed addenda and any and all required signed attachments must be received in our office no later than the receipt date and time stated on the IFB signature page.

The address for the return of bids is as follows:

Virginia Department of Transportation  
Central Office Mail Center - Loading Dock Entrance  
1401 E. Broad St.  
Richmond, VA 23219  
Attn: Patricia Rhodes

2. **RECEIPT OF BIDS / LATE BIDS:**

It is the bidder's responsibility to insure that their bid is received prior to or at the specific time and place designated in the solicitation. Bids received after the date and time specified for receipt shall not be considered. Bids not received at the time and place designated (See Page 1), even if they are received at other VDOT offices/locations, will be considered late. **Please note that hand delivered bids will NOT be accepted at the Virginia Department of Transportation, Central Office ASD (Bid Tab), 1201 E. Broad Street, Richmond, VA 23219 location.**

**For instructions for Identification of Bid Envelope, see Special Term and Condition #25 Identification of Bid.**

No responsibility will be attached to any VDOT personnel for the premature opening of a bid not properly addressed and identified on the out side of a sealed envelope.



## **IX. GENERAL TERMS AND CONDITIONS:**

- A. **VENDORS MANUAL:** This solicitation is subject to the provisions of the Commonwealth of Virginia *Vendors Manual* and any changes or revisions thereto, which are hereby incorporated into this contract in their entirety. The procedure for filing contractual claims is in section 7.19 of the *Vendors Manual*. A copy of the manual is normally available for review at the purchasing office and is accessible on the Internet at [www.dgs.state.va.us/dps](http://www.dgs.state.va.us/dps) under “Manuals.”
- B. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The agency and the contractor are encouraged to resolve any issues in controversy arising from the award of the contract or any contractual dispute using Alternative Dispute Resolution (ADR) procedures (*Code of Virginia*, § 2.2-4366). ADR procedures are described in Chapter 9 of the *Vendors Manual*. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.
- C. **ANTI-DISCRIMINATION:** By submitting their bids, bidders certify to the Commonwealth that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (*Code of Virginia*, § 2.2-4343.1E).

In every contract over \$10,000 the provisions in 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:
  - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
  - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
  - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.
2. The contractor will include the provisions of 1. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

- D. **ETHICS IN PUBLIC CONTRACTING:** By submitting their bids, bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or subcontractor in connection with their bid, and that they have not conferred on any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.
- E. **IMMIGRATION REFORM AND CONTROL ACT OF 1986:** By entering into a written contract with the Commonwealth of Virginia, the Contractor certifies that the Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- F. **DEBARMENT STATUS:** By submitting their bids, bidders certify that they are not currently debarred by the Commonwealth of Virginia from submitting bids on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.
- G. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the Commonwealth of Virginia all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Commonwealth of Virginia under said contract.
- H. **MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS FOR IFBs:**

Failure to submit a bid on the official state form provided for that purpose shall be a cause for rejection of the bid. Modification of or additions to any portion of the Invitation for Bids may be cause for rejection of the bid; however, the Commonwealth reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a bid as nonresponsive. As a precondition to its acceptance, the Commonwealth may, in its sole discretion, request that the bidder withdraw or modify nonresponsive portions of a bid which do not affect quality, quantity, price, or delivery. No modification of or addition to the provisions of the contract shall be effective unless reduced to writing and signed by the parties.

- I. **CLARIFICATION OF TERMS:** If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder should contact the buyer whose name appears on the face of the solicitation no later than five working days before the due date. Any revisions to the solicitation will be made only by addendum issued by the buyer.

J. **PAYMENT:**

1. **To Prime Contractor:**

- a. Invoices for items ordered, delivered and accepted shall be submitted by the contractor directly to the payment address shown on the purchase order/contract. All invoices shall show the state contract number and/or purchase order number; social security number (for individual contractors) or the federal employer identification number (for proprietorships, partnerships, and corporations).



- b. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after invoice or delivery, whichever occurs last. This shall not affect offers of discounts for payment in less than 30 days, however.
- c. All goods or services provided under this contract or purchase order, that are to be paid for with public funds, shall be billed by the contractor at the contract price, regardless of which public agency is being billed.
- d. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.
- e. **Unreasonable Charges.** Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges which appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the Commonwealth shall promptly notify the contractor, in writing, as to those charges which it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification. The provisions of this section do not relieve an agency of its prompt payment obligations with respect to those charges which are not in dispute (*Code of Virginia*, § 2.2-4363).

2. To Subcontractors:

- a. A contractor awarded a contract under this solicitation is hereby obligated:
  - (1) To pay the subcontractor(s) within seven (7) days of the contractor's receipt of payment from the Commonwealth for the proportionate share of the payment received for work performed by the subcontractor(s) under the contract; or
  - (2) To notify the agency and the subcontractor(s), in writing, of the contractor's intention to withhold payment and the reason.
- b. The contractor is obligated to pay the subcontractor(s) interest at the rate of one percent per month (unless otherwise provided under the terms of the contract) on all amounts owed by the contractor that remain unpaid seven (7) days following receipt of payment from the Commonwealth, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U. S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier contractor performing under the primary contract. A contractor's obligation to pay an interest charge to a subcontractor may not be construed to be an obligation of the Commonwealth.

3. Each prime contractor who wins an award in which provision of a SWAM procurement plan is a condition to the award, shall deliver to the contracting agency or institution, on or before request for final payment, evidence and certification of compliance (subject only to insubstantial shortfalls and to shortfalls arising from subcontractor default) with the SWAM procurement plan. Final payment under the contract in question may be withheld until such certification is delivered and, if necessary,

confirmed by the agency or institution, or other appropriate penalties may be assessed in lieu of withholding such payment.

4. The Commonwealth of Virginia encourages contractors and subcontractors to accept electronic and credit card payments.
- K. **PRECEDENCE OF TERMS:** The following General Terms and Conditions *VENDORS MANUAL*, *APPLICABLE LAWS AND COURTS*, *ANTI-DISCRIMINATION*, *ETHICS IN PUBLIC CONTRACTING*, *IMMIGRATION REFORM AND CONTROL ACT OF 1986*, *DEBARMENT STATUS*, *ANTITRUST*, *MANDATORY USE OF STATE FORM AND TERMS AND CONDITIONS*, *CLARIFICATION OF TERMS*, *PAYMENT* shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.
- L. **QUALIFICATIONS OF BIDDERS:** The Commonwealth may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the services/furnish the goods and the bidder shall furnish to the Commonwealth all such information and data for this purpose as may be requested. The Commonwealth reserves the right to inspect bidder's physical facilities prior to award to satisfy questions regarding the bidder's capabilities. The Commonwealth further reserves the right to reject any bid if the evidence submitted by, or investigations of, such bidder fails to satisfy the Commonwealth that such bidder is properly qualified to carry out the obligations of the contract and to provide the services and/or furnish the goods contemplated therein.
- M. **TESTING AND INSPECTION:** The Commonwealth reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specifications.
- N. **ASSIGNMENT OF CONTRACT:** A contract shall not be assignable by the contractor in whole or in part without the written consent of the Commonwealth.
- O. **CHANGES TO THE CONTRACT:** Changes can be made to the contract in any of the following ways:
1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
  2. The Purchasing Agency may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the Purchasing Agency a credit for any savings. Said compensation shall be determined by one of the following methods:
    - a. By mutual agreement between the parties in writing; or
    - b. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed,

subject to the Purchasing Agency's right to audit the contractor's records and/or to determine the correct number of units independently; or

- c. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the Purchasing Agency with all vouchers and records of expenses incurred and savings realized. The Purchasing Agency shall have the right to audit the records of the contractor as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the Purchasing Agency within thirty (30) days from the date of receipt of the written order from the Purchasing Agency. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract or, if there is none, in accordance with the disputes provisions of the Commonwealth of Virginia *Vendors Manual*. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the contractor from promptly complying with the changes ordered by the Purchasing Agency or with the performance of the contract generally.
- P. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Commonwealth, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Commonwealth may have.
- Q. **TAXES:** Sales to the Commonwealth of Virginia are normally exempt from State sales tax. State sales and use tax certificates of exemption, Form ST-12, will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. The Commonwealth's excise tax exemption registration number is 54-73-0076K.
- R. **USE OF BRAND NAMES:** Unless otherwise provided in this solicitation, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer named, but conveys the general style, type, character, and quality of the article desired. Any article which the public body, in its sole discretion, determines to be the equivalent of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The bidder is responsible to clearly and specifically identify the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the Commonwealth to determine if the product offered meets the requirements of the solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding only the information furnished with the bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a bid nonresponsive. Unless the bidder clearly indicates in its bid that the product offered is an equivalent product, such bid will be considered to offer the brand name product referenced in the solicitation.
- S. **TRANSPORTATION AND PACKAGING:** By submitting their bids, all bidders certify and warrant that the price offered for FOB destination includes only the actual freight rate costs at the lowest and best rate and is based upon the actual weight of the goods to be shipped. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers

shall be legibly marked or labeled on the outside with purchase order number, commodity description, and quantity.

- T. **INSURANCE:** By signing and submitting a bid under this solicitation, the bidder certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §§ 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The bidder further certifies that the contractor and any subcontractors will maintain these insurance coverages during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

**MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:**

1. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three (3) or more employees, to include the employer. Contractors who fail to notify the Commonwealth of increases in the number of employees that change their workers' compensation requirements under the *Code of Virginia* during the course of the contract shall be in noncompliance with the contract.
2. Employer's Liability - \$100,000.
3. Commercial General Liability - \$ 1,000,000 per occurrence. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The Commonwealth of Virginia must be named as an additional insured and so endorsed on the policy.
4. Automobile Liability - \$1,000,000 per occurrence.

- U. **ANNOUNCEMENT OF AWARD:** Upon the award or the announcement of the decision to award a contract over \$50,000, as a result of this solicitation, the purchasing agency will publicly post such notice on the DGS/DPS eVA web site ([www.eva.state.va.us](http://www.eva.state.va.us)) for a minimum of 10 days.

- V. **DRUG-FREE WORKPLACE:** During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

- W. **NONDISCRIMINATION OF CONTRACTORS:** A bidder, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the bidder employs ex-offenders unless the state agency, department or institution has made a written determination that

employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

- X. **eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION**: The eVA Internet electronic procurement solution, website portal [www.eVA.virginia.gov](http://www.eVA.virginia.gov), streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution either through the eVA Basic Vendor Registration Service or eVA Premium Vendor Registration Service. All bidders or offerors must register in eVA and pay the Vendor Transaction Fees specified below; failure to register will result in the bid/proposal being rejected.

Effective July I, 20 II, vendor registration and registration-renewal fees have been discontinued. Registration options are as follows:

- a. eVA Basic Vendor Registration Service: eVA Basic Vendor Registration Service includes electronic order receipt, vendor catalog posting, on-line registration, electronic bidding, and the ability to research historical procurement data available in the eVA purchase transaction data warehouse.
- b. eVA Premium Vendor Registration Service: eVA Premium Vendor Registration Service includes all benefits of the eVA Basic Vendor Registration Service plus automatic email or fax notification of solicitations and amendments.

Vendor transaction fees are determined by the date the original purchase order is issued and are as follows:

- a. For orders issued prior to August 16, 2006, the Vendor Transaction Fee is I%, capped at a maximum of \$500 per order.
- b. For orders issued August 16, 2006 thru June 30, 2011, the Vendor Transaction Fee is: (i) DMBE-certified Small Businesses: 1%, capped at \$500 per order. (ii) Businesses that are not DMBE-certified Small Businesses: I%, capped at \$1,500 per order.
- c. For orders issued July I, 2011 thru June 30, 2012, the Vendor Transaction Fee is: (i) DMBE-certified Small Businesses: 0.75%, capped at \$500 per order. (ii) Businesses that are not DMBE-certified Small Businesses: 0.75%, capped at \$1,500 per order.
- d. For orders issued July I, 2012 and after, the Vendor Transaction Fee is: (i) DMBE-certified Small Businesses: I%, capped at \$500 per order. (ii) Businesses that are not DMBE-certified Small Businesses: I%, capped at \$1,500 per order.

The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.

- Y. **AVAILABILITY OF FUNDS:** It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.
- Z. **SET-ASIDES.** This solicitation is set-aside for DMBE-certified small business participation only when designated “SET-ASIDE FOR SMALL BUSINESSES” in the solicitation. DMBE-certified small businesses are those businesses that hold current small business certification from the Virginia Department of Minority Business Enterprise. DMBE-certified women- and minority-owned businesses are also considered small businesses when they have received DMBE small business certification. Small businesses must be certified by DMBE not later than the solicitation due date.
- AA. **AUTHORIZATION TO CONDUCT BUSINESS IN THE COMMONWEALTH:** A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the *Code of Virginia* or as otherwise required by law. Any business entity described above that enters into a contract with a public body pursuant to the *Virginia Public Procurement Act* shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract. A public body may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.



## **X. SPECIAL TERMS AND CONDITIONS:**

1. **ADVERTISING:** In the event a contract is awarded for supplies, equipment, or services resulting from this bid, no indication of such sales or services to VDOT will be used in product literature or advertising. The Contractor shall not state in any of its advertising or product literature that the Commonwealth of Virginia or any agency or institution of the Commonwealth has purchased or uses its products or services and the Contractor shall not include VDOT in any client list in advertising and promotional materials.
2. **ASBESTOS:** Whenever and wherever during the course of performing any work under this contract, the Contractor discovers the presence of asbestos or suspects that asbestos is present, he shall stop the work immediately, secure the area, notify the building owner and await positive identification of the suspect material. During the downtime in such a case, the Contractor shall not disturb any surrounding surfaces but shall protect the area with suitable dust covers. In the event the Contractor is delayed due to the discovery of asbestos or suspected asbestos, then a mutually agreed extension of time to perform the work shall be allowed the Contractor but without additional compensation due to the time extension.
3. **AS BUILT DRAWINGS:** The Contractor shall provide the Commonwealth a clean set of reproducible "as built" drawings and wiring diagrams, marked to record all changes made during installation or construction. The Contractor shall also provide the Commonwealth with maintenance manuals, parts lists and a copy of all warranties for all equipment. All "as built" drawings and wiring diagrams, maintenance manuals, parts lists and warranties shall be delivered to the Commonwealth upon completion of the work and prior to final payment.
4. **AUDIT:** The Contractor shall retain all books, records, and other documents relative to this contract for five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The agency, its authorized agents, and/or state auditors shall have full access to and the right to examine any of said materials during said period.
5. **AWARD:** VDOT will make the award(s) on a GRAND TOTAL basis to the lowest responsive and responsible Bidder meeting the requirements of the solicitation. Unit prices and extensions shall be shown for each line item. Failure to fill in a line maybe cause for the bid to be ruled non-responsive. VDOT reserves the right to conduct any test it may deem advisable and to make all evaluations. VDOT also reserves the right to reject any or all bids, in whole or in part, to waive informalities and to delete items prior to making the award, whenever it is deemed in the sole opinion of the procuring public body to be in its best interest.
6. **AWARD TO OTHER THAN THE LOWEST PRICED BIDDER(S):** An award(s) will be made to the lowest responsive and responsible Bidder(s) however; the award may be made to a reasonably priced DMBE-certified small business Bidder(s) that is other than the lowest priced Bidder(s). Evaluation will be based on net prices. Unit prices, extensions and grand total must be shown. In case of arithmetic errors, the unit price will govern. If cash discount for prompt payment is offered, it must be clearly shown in the space provided. Discounts for prompt payment will not be considered in making awards. The right is reserved to make a separate award of each item, a group of items or all items, and to make an award either in whole or in part, whichever is deemed in the best interest of the Commonwealth. The State reserves the right to reject any and all bids in whole or in part, to waive any informality, and to delete items prior to making an award.
7. **BID ACCEPTANCE PERIOD:** Any bid in response to this solicitation shall be valid for ninety (90) days. At the end of the ninety(90) days, the bid may be withdrawn at the written request of the Bidder.



If the bid is not withdrawn at that time it remains in effect until an award is made or the solicitation is canceled.

- 8. **CANCELLATION OF CONTRACT:** The purchasing agency reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon sixty (60) days written notice to the Contractor. In the event the initial contract period is for more than twelve (12) months, the resulting contract may be terminated by either party, without penalty, after the initial twelve (12) months of the contract period upon sixty (60) days written notice to the other party. Any contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.
- 9. **CONTRACTORSUBCONTRACTOR LICENSE REQUIREMENT:** By my signature on this solicitation, I certify that this firm/individual and Subcontractor is properly licensed for providing the goods/services specified.

Contractor Name: \_\_\_\_\_ Subcontractor Name: \_\_\_\_\_

License# \_\_\_\_\_ Type \_\_\_\_\_

- 10. **CONTRACTOR REGISTRATION:** If a contract for construction, removal, repair or improvement of a building or other real property is for one-hundred and twenty thousand dollars (\$120,000) or more, or if the total value of all such contracts undertaken by Bidder within any 12-month period is seven hundred and fifty thousand dollars (\$750,000) or more, the Bidder is required under Title 54.1-1100, *Code of Virginia* (1950), as amended, to be licensed by the State Board of Contractors a "CLASS A CONTRACTOR." If such a contract is for seventy-five hundred dollars (\$7,500) or more but less than one hundred and twenty thousand dollars (\$120,000), or if the total value of all such contracts undertaken by Bidder within any 12-month period is between one-hundred and fifty thousand dollars (\$150,000) and seven hundred and fifty thousand dollars (\$750,000) or more, the Bidder is required to be licensed as a "CLASS B CONTRACTOR." If such a contract is for one-thousand dollars (\$1,000) or more but less than seventy-five hundred dollars (\$7,500), or if the Contractor does less than \$150,000 in business in a 12-month period, the Bidder is required to be licensed as a "CLASS C CONTRACTOR." The board shall require a master tradesmen license as a condition of licensure for electrical, plumbing and heating, ventilation and air conditioning Contractors. The Bidder shall place on the outside of the envelope containing the bid and shall place in the bid over his signature whichever of the following notations is appropriate, inserting his Contractor license number

Licensed Class A Virginia Contractor No. \_\_\_\_\_ Specialty \_\_\_\_\_

Licensed Class B Virginia Contractor No. \_\_\_\_\_ Specialty \_\_\_\_\_

Licensed Class C Virginia Contractor No. \_\_\_\_\_ Specialty \_\_\_\_\_

If the bidder/offeror shall fail to provide this information on his bid/proposal or on the envelope containing the bid/proposal and shall fail to promptly provide said contractor license number to the VDOT in writing when requested to do so before or after the opening of bids/proposals, he shall be deemed to be in violation of § 54.1-1115 of the *Code of Virginia* (1950), as amended, and his bid/proposal will not be considered.

If a bidder/offeror shall fail to obtain the required license prior to submission of his bid/proposal, the bid/proposal shall not be considered.

- 11. **CONTRACTOR'S TITLE TO MATERIALS:** No materials or supplies for the work shall be purchased by the Contractor or by any Subcontractor subject to any chattel mortgage or under a conditional sales or

other agreement by which an interest is retained by the seller. The Contractor warrants that he has clear title to all materials and supplies for which he invoices for payment.

- 12. **DELIVERY AND STORAGE:** It shall be the responsibility of the Contractor to make all arrangements for delivery, unloading, receiving and storing materials in the building during installation. The owner will not assume any responsibility for receiving these shipments. Contractor shall check with the owner and make necessary arrangements for security and storage space in the building during installation.
  
- 14. **EXTRA CHARGES NOT ALLOWED:** The bid price shall be for complete installation ready for the Commonwealth's use, and shall include all applicable freight and installation charges; extra charges will not be allowed.
  
- 15. **FINAL INSPECTION:** At the conclusion of the work, the Contractor shall demonstrate to the authorized owner's representative that the work is fully operational and in compliance with contract specifications and codes. Any deficiencies shall be promptly and permanently corrected by the Contractor at the Contractor's sole expense prior to final acceptance of the work.
  
- 16. **IDENTIFICATION OF BID ENVELOPE:** If a special envelope is not furnished, or if return in the special envelope is not possible, the signed bid should be returned in a separate envelope or package, sealed and identified as follows:

From: \_\_\_\_\_

Name of Bidder	Due Date	Time
_____	_____	
Street or Box Number	IFB Number	
_____	_____	
City, State, Zip Code	IFB Title	
_____	_____	

Name of Contract/Purchase Officer or Buyer: Patricia A. Rhodes

The envelope should be addressed as directed on Page I of the solicitation.

If a bid is not contained in the special envelope is mailed, the bidder takes the risk that the envelope, even if marked as described above, may be inadvertently opened and the information compromised which may cause the bid to be disqualified. Bids may be hand delivered to the designated location listed on the cover page (page 1) of the solicitation. No other correspondence or other bids should be placed in the envelope.

- 17. **INSPECTION OF JOB SITE:** My signature on this solicitation constitutes certification that I have inspected the job site and am aware of the conditions under which the work must be accomplished. Claims, as a result of failure to inspect the job site, will not be considered by the Commonwealth.
  
- 18. **INSTALLATION:** All items must be assembled and set in place, ready for use. All crating and other debris must be removed from the premises
  
- 19. **MAINTENANCE MANUALS:** The Contractor shall provide with each piece of equipment an operations and maintenance manual with wiring diagrams, parts lists and a copy of all warranties.

**20. SMALL BUSINESS SUBCONTRACTING AND EVIDENCE OF COMPLIANCE:**

- A. It is the goal of the Commonwealth that forty percent (40%) of its purchases be made from small businesses. This includes discretionary spending in prime contracts and subcontracts. All potential Bidders are required to submit a Small Business Subcontracting Plan. Unless the Bidder is registered as a DMBE-certified small business and where it is practicable for any portion of the awarded contract to be subcontracted to other suppliers, the Contractor is encouraged to offer such subcontracting opportunities to DMBE-certified small businesses. This shall not exclude DMBE-certified women-owned and minority-owned businesses when they have received DMBE small business certification. No Bidder or Subcontractor shall be considered a Small Business, a Women-Owned Business or a Minority-Owned Business unless certified as such by the Department of Minority Business Enterprise (DMBE) by the due date for receipt of bids. If small business Subcontractors are used, the Prime Contractor agrees to report the use of small business Subcontractors by providing the purchasing office at a minimum the following information: name of small business with the DMBE certification number, phone number, total dollar amount subcontracted, category type (small, women-owned, or minority-owned), and type of product/service provided.
- B. Each Prime Contractor who wins an award in which provision of a small business subcontracting plan is a condition of the award, shall deliver to the contracting agency or institution on a quarterly basis, evidence of compliance (subject only to insubstantial shortfalls and to shortfalls arising from Subcontractor default) with the small business subcontracting plan. When such business has been subcontracted to these firms and upon completion of the contract, the Contractor agrees to furnish the purchasing office at a minimum the following information: name of firm with the DMBE certification number, phone number, total dollar amount subcontracted, category type (small, women-owned, or minority-owned), and type of product or service provided. Payment(s) may be withheld until compliance with the plan is received and confirmed by the agency or institution. The agency or institution reserves the right to pursue other appropriate remedies to include, but not be limited to, termination for default.
- C. Each Prime Contractor who wins an award valued over \$200,000 shall deliver to the contracting agency or institution on a quarterly basis, information on use of Subcontractors that are not DMBE-certified small businesses. When such business has been subcontracted to these firms and upon completion of the contract, the Contractor agrees to furnish the purchasing office at a minimum the following information: name of firm, phone number, total dollar amount subcontracted, and type of product or service provided.

21. **PRIME CONTRACTOR RESPONSIBILITIES:** The Contractor shall be responsible for completely supervising and directing the work under this contract and all Subcontractors that he may utilize, using his best skill and attention. Subcontractors who perform work under this contract shall be responsible to the Prime Contractor. The Contractor agrees that he is as fully responsible for the acts and omissions of his Subcontractors and of persons employed by them as he is for the acts and omissions of his own employees.

22. **SECURITY REQUIREMENTS:**

- A. All Vendors, Contractors or other Persons accessing VDOT's CIISSI material in any form shall be required to comply with VDOT's *CIISSI Policy Guide for Employees, Vendors, Contractors or other Persons Accessing VDOT's CIISSI*. This guide can be located at; <http://www.virginiadot.org/business/const/CII- Critical Structural information. asp>

- B. A Criminal History Record Check (CHRC), through the Virginia Capitol Police, shall be required of all employees of the Contractor and all Subcontractors of the Contractor for work conducted at, or in support of the VDOT Central Office.
- C. Criminal History Record Check (CHRC), through VDOT Personnel Security Section (PSS), shall be required of all employees of the Contractor and all Subcontractors of the Contractor for work conducted at all other VDOT locations, where VDOT is directly responsible for the day-to-day management of staff, or the individual has unrestricted access to Critical Infrastructure (CI), Critical Infrastructure Information (CII), Sensitive Security Information (SSI), or Personally Identifiable Information (PII).
- D. All costs for the CHRC will be the responsibility of the Contractor.
- E. All individuals undergoing the CHRC shall be required to complete and sign any VDOT required forms necessary to release personal information or to agree to non-disclosure of VDOT critical, sensitive or personal information.
- F. CHRC records search timelines vary depending on records found on file (if any). In the event non-favorable records exist, VDOT reserves the right to approve and deny issuance of any Security Clearance. Upon denial, there are no available appeals.
- G. Upon CHRC clearance and approval, Contractor and Subcontractor (if any) personnel shall be required to obtain a VDOT issued access identification badge prior to working on VDOT's premises, unless a written waiver is approved by the PSS.
- H. Contractor and sub contractor personnel shall wear VDOT issued access identification badge at or above waist level on the outermost garment at all times while on VDOT's premises.
- I. For safety concerns regarding the badge display requirement, the VDOT Personnel Security Section, Contract Administrator, Project Manager or designee may waive the above requirement. The Contractor's employees shall possess the VDOT access identification badge at all times to be available for display.
- J. The Contractor shall return all VDOT access identification badges on the day any employee is no longer assigned to VDOT's premises and upon contract expiration. The Contractor shall notify Contract Administrator within eight (8) business hours upon discovery of any lost, stolen or damaged access identification badge. Failure to return access identification badges or notify the Contract Administrator that access identification badge has been lost, stolen or damaged may be cause for debarment. See: Commonwealth of Virginia, Vendor's Manual Section 7.20.
- K. The Contractor shall be responsible for notifying the PSS whenever an employee or Subcontractor employee is charged with any criminal violation. Notification shall be made no later than the next regular business day of finding.
- L. In the event of loss, suspected loss or compromise of any VDOT CIISSI material, the Contractor having possession of the said CIISSI material will immediately upon having knowledge of the loss, suspected loss or compromise of any VDOT CIISSI material, notify the VDOT project manager. If the loss is a result of a theft or suspected theft, of either the actual CIISSI Material or any device containing or storing CIISSI material, the Contractor will immediately file a report

with a law Enforcement agency having jurisdiction and forward a copy of the report to the VDOT project manager.

23. **SUBCONTRACTS**: No portion of the work shall be subcontracted without prior written consent of the purchasing agency. In the event that the Contractor desires to subcontract some part of the work specified herein, the Contractor shall furnish the purchasing agency the names, qualifications and experience of their proposed Subcontractors. The Contractor shall, however, remain fully liable and responsible for the work to be done by its Subcontractor(s) and shall assure compliance with all requirements of the contract.
24. **WARRANTY (COMMERCIAL)**: The Contractor agrees that the goods or services furnished under any award resulting from this solicitation shall be covered by the most favorable commercial warranties the Contractor gives any customer for such goods or services and that the rights and remedies provided therein are in addition to and do not limit those available to the Commonwealth by any other clause of this solicitation. A copy of this warranty should be furnished with the bid.
25. **WORK SITE DAMAGES**: Any damage to existing utilities, equipment or finished surfaces resulting from the performance of this contract shall be repaired to the Commonwealth's satisfaction at the Contractor's expense.
26. **eVA BUSINESS-TO-GOVERNMENT CONTRACTS AND ORDERS**: The solicitation/contract will result in multiple purchase order(s) with the eVA transaction fee specified below assessed for each order.
  - a. For orders issued prior to August 16, 2006, the Vendor Transaction Fee is 1%, capped at a maximum of \$500 per order.
  - b. For orders issued August 16, 2006 thru June 30, 2011, the Vendor Transaction Fee is:
    - (i) DMBE-certified Small Businesses: 1%, Capped at \$500 per order.
    - (ii) Businesses that are not DMBE-certified Small Businesses: 1%, Capped at \$1,500 per order.
  - c. For orders issued July 1, 2011 thru June 30, 2012, the Vendor Transaction Fee is:
    - (i) DMBE-certified Small Businesses: 0.75%, Capped at \$500 per order.
    - (ii) Businesses that are not DMBE-certified Small Businesses: 0.75%, Capped at \$1,500 per order.
  - d. For orders issued July 1, 2012, and after, the Vendor Transaction Fee is:
    - (i) DMBE-certified Small Businesses: 1%, Capped at \$500 per order.
    - (ii) Businesses that are not OMBE-certified Small Businesses: 1%, Capped at \$1,500 per order.

The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.

The eVA Internet electronic procurement solution, website portal [www.eva.virginia.gov](http://www.eva.virginia.gov), streamlines and automates government purchasing activities in the Commonwealth. The portal is the gateway for vendors to conduct business with state agencies and public bodies.



Vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet e-procurement solution and agree to comply with the following:  
If this solicitation is for a term contract, failure to provide an electronic catalog (price list) or index page catalog for items awarded will be just cause for the Commonwealth to reject your bid/offer or terminate this contract for default. The format of this electronic catalog shall conform to the eVA Catalog Interchange Format (CIF) Specification that can be accessed and downloaded from [www.eVA.virginia.gov](http://www.eVA.virginia.gov). Contractors should email Catalog or Index Page information to [eVA-catalog-manager@dgs.virginia.gov](mailto:eVA-catalog-manager@dgs.virginia.gov).

27. **TERM OF CONTRACT:** Estimated completion of work shall be within seventy-five (75) calendar days from date of award with the effective date to be determined at time of award.
28. **TERMINATION OF CONTRACT:** If the Contractor fails to provide quality goods or services in a professional manner and in accordance with applicable laws, regulations or bid provisions, solely as determined by VDOT and, upon receipt of notice from VDOT does not correct the deficiency within a reasonable period of time (not to exceed seven (7) calendar days unless otherwise agreed to by VDOT), VDOT reserves the right to terminate the contract by giving written notice to the Contractor. Upon termination VDOT may procure the services from another Contractor in accordance with the terms of Paragraph P, General Terms and Conditions.
29. **PROSECUTION OF WORK:** During the prosecution of work, the VDOT Representative will have the authority to suspend the work wholly or in part due to the failure of the Contractor to correct conditions unsafe for the workmen or the general public; for failure to carry out orders; for such periods, as he may deem necessary due to unsuitable weather; for conditions considered unsuitable for the prosecution of the work for any other condition or reason deemed to be in the public interest.
30. **CONTRACTOR IDENTIFICATION CARDS:** The Contractor, the Contractor's supervisors and employees shall carry a valid government issued picture identification card on them at all times when working on VDOT right of way or VDOT facilities and/or grounds.
31. **VEHICLE REQUIREMENTS:** All Contractor vehicles shall have a current inspection and registration from that State where the vehicle is registered and must be properly insured in accordance with that State's requirements. Contractor's equipment and operators shall be in compliance with all applicable DMV and State and Federal regulations regarding the conditions and operations of the requested vehicles. The name of the company will be displayed on both sides of all work vehicles while on State right of way. The Contractor shall be responsible for having secured all equipment and materials on their vehicles when in transit to and returning from a work assignment.
32. **MINORS ON THE WORK SITE:** No minors (under 18 years of age) will be allowed on the VDOT work site(s) on which this contract will be performed except those employed by the Contractor as allowed by the Child Labor Laws of the United States and the Child Labor Laws of the Commonwealth of Virginia.
33. **DAMAGE CLAIMS:** The Contractor shall be responsible for resolution of any and all claims. Claims made to VDOT as a result of this work will be referred to the Contractor for handling. Failure to properly respond to and resolve property claims constitutes unsatisfactory performance and may result in cancellation of the contract.
34. **QUALIFICATIONS OF BIDDERS:** VDOT may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the contract. Such

investigations may include but are not limited to fingerprint-based criminal history background checks, credit checks, legal residence checks, or proof of US citizenship. The Bidder shall furnish to VDOT all such information and data for this purpose as may be requested. VDOT further reserves the right to reject any bid if the evidence submitted by, or investigations of, such Bidder fails to satisfy VDOT that such Bidder is properly qualified to carry out the obligations of the contract and to complete the work/furnish the item(s) contemplated therein.

35. ADDITIONAL INFORMATION: VDOT reserves the right to ask any Bidder to submit information missing from its bid, to clarify its bid, and to submit additional information which VDOT deems desirable, and does not affect quality, quantity, price or delivery.
36. SPECIAL DISCOUNTS: (A) During the contract period, if the Contractor offers promotional discounts as a general practice for items available under this contract, with the result that those prices are lower than the prices available under this contract, then the promotional discounts shall be made available to VDOT under this contract. (B) The effective date for price changes/discounts will be the date that the lower prices/discounts were made available to the Contractor's customers generally.
37. DELAYS IN AWARD: Delays in award of a contract beyond the anticipated starting date may result in a change in the contract period indicated in the solicitation. If this situation occurs, VDOT reserves the right to award a contract covering the period equal to or less than the initial term indicated in the solicitation.
38. SAFETY AND HEALTH STANDARDS: It is a condition of the contract, and shall be made a condition of each subcontract entered into pursuant to the contract, that the Contractor and any Sub- Contractor shall not require any worker employed in performance of the contract to work in surroundings or under working conditions that are unsanitary, hazardous, or dangerous to their health or safety, as determined under construction safety and health standards promulgated by the US Secretary of Labor in accordance with Section 107 of the Contract Work Hours and Safety Standards Act. The Contractor shall comply with the Virginia Occupational Safety and Health Standards adopted under Section 40.1-22 of the Code of Virginia and the duties imposed under Section 40.1-51.1 of the Code. Any violation of the requirements or duties that is brought to the attention of the Contractor shall be immediately abated. Additionally at a minimum, all Contractor personnel shall comply with the following, unless otherwise determined unsafe or inappropriate in accordance with OSHA regulations: Hardhats shall be worn while participating in or observing all types of field work when outside of a building or outside of the cab of a vehicle, and exposed to, participating in or supervising construction. Respiratory protective equipment shall be worn whenever an individual is exposed to any item listed in the OSHA Standards as needing such protection unless it is shown the employee is protected by engineering controls. Adequate eye protection shall be worn in the proximity of the grinding, breaking of rock and/or concrete, while using brush chippers, striking metal against metal or when working in situations where the eyesight may be in jeopardy. Safety vests shall be worn by all exposed to vehicular traffic and construction equipment. Standards and guidelines of the current Virginia Work Area Protection Manual shall be used when setting, reviewing and removing traffic controls. Flag persons shall be certified according to the Virginia Flagger Certification Program. No person shall be permitted to position themselves under any raised load or between hinge points of equipment without first taking steps to support the load by the placing of a safety bar or blocking. Explosives shall be purchased, transported, stored, used and disposed of by a Virginia Certified Blaster in possession of a current criminal history record check and a commercial driver's license with hazardous materials endorsement and a valid medical examiner's certificate. All federal, state and local regulations pertaining to explosives



shall be strictly followed. All electrical tools shall be adequately grounded or double-insulated. Ground fault Circuit Interrupter (GFCI) protection must be installed in accordance with the *National Electrical Code* (NEC) and current Virginia Occupational Safety and Health Agency (VOSH) regulations. No person shall enter a confined space without training, permits and authorization. Fall protection is required whenever an employee is exposed to a fall six (6) feet or greater.

39. **RECORDS EXCLUSION FROM PUBLIC DISCLOSURE:** Pursuant to the provisions of §2.2-3705.6 (22) of the Code of Virginia, trade secrets, as defined in the Uniform Trade Secrets Act (§ 59.1-336 et seq.), including, but not limited to, financial records, including balance sheets and financial statements, that are not generally available to the public through regulatory disclosure or otherwise, and revenue and cost projections supplied by a private or nongovernmental entity to the Inspector General of the Virginia Department of Transportation for the purpose of an audit, special investigation, or any study requested by the Inspector General's Office in accordance with law may, subject to a determination by the Inspector General as described herein, be withheld from public disclosure under the Virginia Freedom of Information Act (FOIA). To enable the Inspector General to identify data or records that may be subject to this exclusion from disclosure under FOIA the private or nongovernmental entity shall, in accord with procedures adopted by the Inspector General, make a written request to the Inspector General of the Virginia Department of Transportation: invoking such exclusion upon submission of the data or other materials for which protection is sought; identifying with specificity the data or other materials for which protection is sought; and stating the reasons why protection is necessary.

The Inspector General of the Virginia Department of Transportation shall determine whether the requested exclusion from disclosure is necessary to protect the trade secrets or financial records of the private entity. The Virginia Department of Transportation shall make a written determination of the nature and scope of the protection to be afforded by it. Notwithstanding the foregoing, Contractor's failure to comply with the requirements stated herein and procedures established by the Inspector General for seeking an exclusion pursuant to §2.2-3705.6 (22) of the Code of Virginia shall result in a denial of the exclusion. Requests for exclusion that are submitted after data or other materials for which protection is sought have been submitted will be denied.

If litigation directly or indirectly results from or arises out of a granted exemption, the Contractor will be responsible for all litigation costs incurred by Contractor and/or VDOT associated with such litigation.

In no event shall the Virginia Department of Transportation or its officers, employees or agents be liable to the Contractor as a result of any disclosure of records or data collected by the Department, its officers, employees or agents, pursuant to an audit, special investigation, or any study requested by the Inspector General's Office, whether or not the Inspector General has determined that the requested exclusion from disclosure under FOIA is necessary to protect the trade secrets or financial records of the private entity, and in no event shall the Virginia Department of Transportation, or its officers, employees, or agents be liable to the Contractor for any damages or other claims arising directly or indirectly from a determination that the exclusion from public disclosure will not be granted.

40. **PRODUCT AVAILABILITY/SUBSTITUTION:** Substitution of a product, brand or manufacturer after the award of contract is expressly prohibited unless approved in writing by the Contract Officer. The Agency may, at its discretion, require the Contractor to provide a substitute item of equivalent or better quality subject to the approval of the Contract Officer,

for a price no greater than the contract price, if the product for which the contract was awarded becomes unavailable to the Contractor.

41. **USE OF PREMISES AND REMOVAL OF DEBRIS:**

- a. The Contractor shall:
  - (1) Perform his contract in such a manner as not to interrupt or interfere with the operation of any existing activity on the premises or with the work of any Contractor;
  - (2) Store his apparatus, materials, supplies, and equipment in such orderly fashion at the site of the work as will not unduly interfere with the progress of his work or the work of any other Contractor; and
  - (3) Place upon the work or any part thereof only such loads as are consistent with the safety of that portion of the work.
- b. The Contractor expressly undertakes, either directly or through his Subcontractor(s), to effect all cutting, filling, or patching of his work required to make the same conform to the drawings and specifications, and, except with the consent of the owner, not to cut or otherwise alter the work of any other Contractor. The Contractor shall not damage or endanger any portion of the work or premises, including existing improvements, unless called for by the contract.
- c. The Contractor expressly undertakes, either directly or through his Subcontractor(s), to clean up frequently all refuse, rubbish, scrap materials, and debris caused by his operations, to the end that at all times the site of the work shall present a neat, orderly, and workmanlike appearance. No such refuse, rubbish, scrap material, and debris shall be left within the completed work nor buried on the building site, but shall be removed from the site and properly disposed of in a licensed landfill or otherwise as required by law.
- d. The Contractor expressly undertakes, either directly or through his Subcontractor(s), before final payment, to remove all surplus material, false work, temporary structures, including foundations thereof, plants of any description and debris of every nature resulting from his operations and to put the site in a neat, orderly condition; to thoroughly clean and leave reasonably dust free all finished surfaces including all equipment, piping, etc., on the interior of all buildings included in the contract; and to thoroughly clean all glass installed under the contract including the removal of all paint and mortar splatters and other defacements. If a Contractor fails to clean up at the completion of the work, the owner may do so and charge for costs thereof to the Contractor.
- e. During and at completion of the work, the Contractor shall prevent site soil erosion, the runoff of silt and/or debris carrying water from the site, and the blowing of debris off the site in accordance with the applicable requirements and standards of the *Virginia Erosion and Sediment Control Handbook*, latest edition, and of the contract documents.

- f. The Contractor shall not operate or disturb the setting of any valves, switches or electrical equipment on the service lines to the building except by proper previous arrangement with the owner. The Contractor shall give ample advance notice of the need for cut-offs which will be scheduled at the convenience of the owner.

42. **PROTECTION OF PERSONS AND PROPERTY:**

- a. The Contractor expressly undertakes, both directly and through its Subcontractor(s), to take every precaution at all times for the protection of persons and property which may come on the building site or be affected by the Contractor's operation in connection with the work.
- b. The Contractor shall be solely responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the work.
- c. The provisions of all rules and regulations governing safety as adopted by the Safety Codes Commission of the Commonwealth of Virginia, issued by the Department of Labor and Industry under Title 40.1 of the Code of Virginia shall apply to all work under this contract.
- d. The Contractor shall continuously maintain adequate protection of all his work from damage and shall protect the owner's property from injury or loss arising in connection with this contract. He shall make good any such damage, injury, or loss, except such as may be directly due to errors in the contract documents or caused by agents or employees of the owner. He shall adequately protect adjacent property to prevent any damage to it or loss of use and enjoyment by its owners. He shall provide and maintain all passageways, guard fences, lights, and other facilities for protection required by public authority, local conditions, any of the contract documents or erected for the fulfillment of his obligations for the protection of persons and property.
- e. In an emergency affecting the safety or life of persons or of the work, or of the adjoining property, the Contractor, without special instruction or authorization from the owner, shall act, at his discretion, to prevent such threatened loss or injury. Also, should he, to prevent threatened loss or injury, be instructed or authorized to act by the owner, he shall so act immediately, without appeal. Any additional compensation or extension of time claimed by the Contractor on account of any emergency work shall be determined as provided by Section IX. General Terms and Conditions, Paragraph 0 - Changes to the Contract.

43. **STATE CORPORATION COMMISSION IDENTIFICATION NUMBER:** Pursuant to Code of Virginia, §2.2- 4311.2 subsection B, a bidder or offeror organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 is required to include in its bid or proposal the identification number issued to it by the State Corporation Commission (SCC). Any bidder or offeror that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law is required to include in its bid or proposal a statement describing why the bidder or offeror is not required to be so authorized. Indicate the above information on the SCC Form provided. Contractor agrees that the process by which compliance with Titles 13.1 and 50 is checked during the solicitation stage (including without limitation the SCC Form provided) is streamlined and not definitive, and the Commonwealth's use and acceptance of such form, or its acceptance of Contractor's statement describing why the bidder or offeror was not legally required to be authorized to transact business in the Commonwealth, shall not be conclusive of the issue and shall not be relied upon by the Contractor as demonstrating compliance.

**ATTACHMENT A  
 ADMINISTRATIVE SERVICES DIVISION  
 VENDOR QUALIFICATION  
 CERTIFICATION FORM**

**ALL VENDORS RESPONDING TO THIS IFB ARE REQUIRED TO COMPLETE THIS QUESTIONNAIRE. (Complete all items applicable to this IFB)**

1. Name of Business: \_\_\_\_\_
2. Name of Owner or Chief Executive Officer: \_\_\_\_\_ Telephone Number: \_\_\_\_\_
3. Emergency or After Hours contact name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_
4. How many years has the firm been in the business of performing the services called for in this IFB? \_\_\_\_\_
5. How many persons are currently employed by the firm? \_\_\_\_\_
6. List all licenses or permits the firm possesses that are applicable to performing the services required in this IFB.  
 \_\_\_\_\_  
 \_\_\_\_\_

7. Is the firm currently removed from a vendor list or debarred from doing business with any Commonwealth of Virginia Agency? \_\_\_\_\_ if yes, explain. \_\_\_\_\_  
 \_\_\_\_\_

8. Is your firm currently working for any other VDOT location? \_\_\_\_\_ If yes, list the contract number, location and the work being performed. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

9. Provide the name, contact person and telephone number of three (3) customers for which your firm has provided services of the same scope as those requested in this inquiry. We may contact these customers as references.

FIRM'S NAME	CONTACT PERSON	TELEPHONE

**ATTACHMENT B**

**SMALL BUSINESS SUBCONTRACTING PLAN**



**Failure to complete, sign and return Section A or B of this Attachment WILL result in your bid being deemed NON-RESPONSIVE.**

If you have any questions contact Patricia A. Rhodes at [Patricia.Rhodes@vdot.virginia.gov](mailto:Patricia.Rhodes@vdot.virginia.gov) for assistance.

**SPECIAL NOTICE TO BIDDER**

*This solicitation contains a small business participation plan, Attachment B, **This must be completed by all Bidders.** Subcontractors included in section B of the Small Business Participation Plan must be certified as a small business by the Commonwealth of Virginia, Department of Minority Business Enterprise (DMBE) by the due date of this solicitation to participate in the SWaM Program.*

A Bidder's response of "Not applicable", "N/A", "None", or "No Response" in Section A or B, Plans for Utilization of the Small Business Subcontracting Plan will result in the bid being declared non-responsive if the Bidder is not a DMBE-certified small business and does not plan to subcontract part of the work to a DMBE-certified small business.

**Attachment B**  
**Small Business Subcontracting Plan**

**Definitions**

**Small Business:** “Small business “ means an independently owned and operated business which, together with affiliates, has 250 or fewer employees, or average annual gross receipts of \$10 million or less averaged over the previous three years. Note: DMBE-certified women- and minority-owned businesses shall also be considered small businesses when they have received DMBE small business certification.

**Women-Owned Business:** Women-owned business means a business concern that is at least 51% owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest is owned by one or more women who are citizens of the United States or non-citizens who are in full compliance with United States immigration law, and both the management and daily business operations are controlled by one or more women who are citizens of the United States or non-citizens who are in full compliance with the United States immigration law.

**Minority-Owned Business:** Minority-owned business means a business concern that is at least 51% owned by one or more minority individuals or in the case of a corporation, partnership or limited liability company or other entity, at least 51% of the equity ownership interest in the corporation, partnership, or limited liability company or other entity is owned by one or more minority individuals and both the management and daily business operations are controlled by one or more minority individuals.

**All small businesses must be certified by the Commonwealth of Virginia, Department of Minority Business Enterprise (DMBE) by the due date of the solicitation to participate in the SWAM program. Certification applications are available through DMBE online at [www.dmb.e.virginia.gov](http://www.dmb.e.virginia.gov) (Customer Service).**

**Bidder Name:** \_\_\_\_\_

**Preparer Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Instructions**

- A. If you are certified by the Department of Minority Business Enterprise (DMBE) as a small business, complete only Section A of this form. This shall not exclude DMBE-certified women-owned and minority-owned businesses when they have received DMBE small business certification.

If you are not a DMBE-certified small business, complete Section B of this form. For the bid to be considered and the bidder to be declared responsive, the bidder shall identify the portions of the contract that will be subcontracted to DMBE-certified small business in Section B.

**Section A**

If your firm is certified by the Department of Minority Business Enterprise (DMBE), are you certified as a (**check only one below**):

- \_\_\_\_\_ Small Business  
\_\_\_\_\_ Small and Women-owned Business  
\_\_\_\_\_ Small and Minority-owned Business

Certification number: \_\_\_\_\_ Certification Date: \_\_\_\_\_

**Section B**

Populate the table below to show your firm’s plans for utilization of DMBE-certified small businesses in the performance of this contract. This shall not exclude DMBE-certified women-owned and minority-owned businesses that have received the DMBE small business certification. Include plans to utilize small businesses as part of joint ventures, partnerships, subcontractors, suppliers, etc.

**Plans for Utilization of DMBE-Certified Small Businesses for this Procurement**

Small Business Name & Address  DMBE Certificate #	Status if Small Business is also: Women (W), Minority (M)	Contact Person, Telephone & Email	Type of Goods and/or Services	Planned Involvement During Initial Period of the Contract	Planned Contract Dollars During Initial Period of the Contract
<b>Totals \$</b>					



**Attachment C  
 COMMONWEALTH OF VIRGINIA  
 DEPARTMENT OF TRANSPORTATION  
 INSTRUCTIONS FOR  
 SWAM COMPLIANCE REPORT (Form ASD-63)**

The Prime Contractor is required to submit a SWaM Compliance Report to the contract administrator on payments made to all subcontractors as specified in Small Business Subcontracting Plan in the Special Terms & Condition to include Small, Women-owned and Minority-owned Business Enterprises (SWaM) certified by DMBE and non- SWaM businesses for the designated quarterly reporting period if required. All amounts paid to certified SWaM businesses are subject to monitoring and enforcement mechanisms. It is the responsibility of the prime contractor to provide evidence of SWaM payments in response to the small business plan provided in the solicitation for this contract.

The instructions below correspond to each item on the report. Please follow the instructions.

1. **Contractor/ Tax I.D. No.** enter the complete name of the prime contractor and their federal tax identification number.
  - 1a. **Contract Name** indicate the name of the contract as it appears on contract documents
  - 1b. **District** indicate the VDOT responsible district where the contract is being performed. See list of districts in these instructions
  - 1c. **Contract No.** provide contract number
2. **Period Ending** indicate the reporting period based on the Reporting Schedule listed in these instructions
 

**Subcontractor/Vendor Telephone Number and Certification Number** enter the names of all subcontractors and suppliers that participate on this contract whether SWaM or not if required. For SWaM vendors please provide the certification number provided by the Virginia Department of Minority Business Enterprise (DMBE)

**Tax I.D. No.** insert the tax identification number of the vendor that appears in the preceding column

**SWaM Category S,W,M, None** indicate the SWaM status of each vendor identified as a subcontractor or vendor. This number is issued by DMBE and can be located on their website at [www.dmbv.virginia.gov](http://www.dmbv.virginia.gov).

**Subcontract Amount** indicate the subcontract amount for any vendor listed on this form.

**Subcontractor Payment** this section identifies the prime expenditures to vendors listed on this form for SWaM vendors on contracts valued at or above \$100,000 and non-SWaM vendors for contracts valued at or above \$200,000.

  - 7a. **This Quarter** indicate the amount paid to each subcontractor per reporting period. If no payments were made during this period enter \$0.
  - 7b. **Year to Date** summarizes all payments made to the vendor to date.

**Type of Work or Commodity** indicate scope of work or commodity acquired from the subcontractor

Effective October 5, 2007 all Form ASD-63's for a particular reporting period shall be submitted preferably in an electronic format to the contract administrator or responsible district personnel by the dates of each calendar year.

**REPORTING SCHEDULE**

QUARTER	REPORTING PERIOD	DATE DUE TO CONTRACT ADMINISTRATOR
1 <sup>st</sup>	July 1 – September 30	Five(5) working days after the reporting period
2 <sup>nd</sup>	October 1 – December 31	Five(5) working days after the reporting period
3 <sup>rd</sup>	January 1 - March 31	Five(5) working days after the reporting period
4 <sup>th</sup>	April 1 – June 30	Five(5) working days after the reporting period

If the submittal date falls on a weekend/holiday, the forms shall be submitted to the VDOT contract administrator or responsible district personnel on the following business day.

**DISTRICTS**

Central Office	Hampton Roads
Bristol	Fredericksburg
Salem	Culpeper
Lynchburg	Staunton
Richmond	NOVA
Statewide	

SWAM COMPLIANCE REPORT ATTACHMENT C

(1) Contractor/Tax I.D. No. \_\_\_\_\_

Page \_\_\_\_\_ of \_\_\_\_\_

(1a) Contract Name \_\_\_\_\_

(1c) Contract No. \_\_\_\_\_

(2) Period Ending \_\_\_\_\_

(1b) District \_\_\_\_\_

(3) Subcontractor/ Vendor Tele No., Certification No.	(4) Tax I.D. No.	(5) SWaM Category S, W, M, None	(6) Sub- Contract Amount	(7) Subcontractor Payment		(8) Type of Work or Commodity
				(7a) This Quarter	(7b) To Date	

All amounts paid to subcontractors/vendors are to be reported and submitted by VDOT's quarterly submittal schedule. See instructions

I/We under penalty of law that the information provided herein is accurate, current and complete to the best of my/our knowledge.

Signature and Title of Company Official \_\_\_\_\_ Date \_\_\_\_\_  
 Print Name and Phone No. of Individual Completing Report \_\_\_\_\_

**Attachment D**  
**State Corporation Commission Form**

**Virginia State Corporation Commission (SCC) registration information. The bidder:**

- is a corporation or other business entity with the following SCC identification number: \_\_\_\_\_ **-OR-**
- is not a corporation, limited liability company, limited partnership, registered limited liability partnership, or business trust **-OR-**
- is an out-of-state business entity that does not regularly and continuously maintain as part of its ordinary and customary business any employees, agents, offices, facilities, or inventories in Virginia (not counting any employees or agents in Virginia who merely solicit orders that require acceptance outside Virginia before they become contracts, and not counting any incidental presence of the bidder in Virginia that is needed in order to assemble, maintain, and repair goods in accordance with the contracts by which such goods were sold and shipped into Virginia from bidder's out-of-state location) **-OR-**
- is an out-of-state business entity that is including with this bid an opinion of legal counsel which accurately and completely discloses the undersigned bidder's current contacts with Virginia and describes why those contacts do not constitute the transaction of business in Virginia within the meaning of § 13.1-757 or other similar provisions in Titles 13.1 or 50 of the Code of Virginia.

**\*\*NOTE\*\*** >> Check the following box if you have not completed any of the foregoing options but currently have pending before the SCC an application for authority to transact business in the Commonwealth of Virginia and wish to be considered for a waiver to allow you to submit the SCC identification number after the due date for bids (the Commonwealth reserves the right to determine in its sole discretion whether to allow such waiver):



**Critical Infrastructure Information/Sensitive Security Information (CII/SSI)  
Multi-Purpose Non-Disclosure Agreement**

Retain a copy of both the front and back sides of this form for future reference

***VDOT requires CII/SSI be protected and not disclosed to unauthorized persons.***

**PART A: To Be Completed By Individual VDOT or Company Employee**

**I agree with the following as a condition of being granted access to CII/SSI:**

*CII/SSI, which is valuable and sensitive, is protected by law and by strict VDOT policies. The intent of these laws and policies is to assure that CII/SSI will remain confidential - that is, it will be used only as necessary to accomplish VDOT's mission. Disclosure of CII/SSI in any manner that permits interception by unauthorized persons could compromise safety and security and is prohibited. CII/SSI may be released only to persons with a need-to-know.*

*I might have access to this information in various formats including but not limited to documents and drawings, physical structures, and computer based systems. I have no right or ownership interest in any VDOT CII/SSI. VDOT may at any time revoke my authorization allowing access to CII/SSI.*

*Willful violation of this agreement may subject me to discipline which might include, but is not limited to, removal from current VDOT projects;*

Each provision of this agreement is severable. If any administrative or judicial tribunal should find any provision of this agreement to be unenforceable, all other provisions shall remain in full force and effect.

I make this agreement in good faith, without mental reservation or purpose of evasion.

*exclusion from further VDOT related work; and legal liability. My obligations with respect to the confidentiality and security of all CII/SSI disclosed to me shall survive the termination of any agreement or relationship with VDOT. My execution of this agreement shall not nullify or affect in any manner any other agreement, non-disclosure or otherwise, which I have executed or may execute with VDOT or the Commonwealth of Virginia.*

*I am obligated to protect this information from unauthorized disclosure in accordance with the terms of this agreement. I will only use CII/SSI that I obtain to perform my legitimate VDOT related duties. I will conduct myself in a strict conformance to applicable laws and VDOT policies governing CII/SSI. I will safeguard the confidentiality of all CII/SSI at all times. I will be responsible for my misuse or my wrongful disclosure of CII/SSI.*

_____	_____
Printed Name	Date
_____	_____
VDOT District/Division OR Company Name	Phone Number
_____	
Company Address	
_____	_____
Signature	Signature of Authorized Agent (Not required for VDOT employees)

**PART B: To Be Completed By Company Agent Only:**

**In addition to the provisions above, I certify:**

*All employees of this company involved with this VDOT project, regardless of location, who will have access to CII/SSI, myself included, will complete Part A of the Critical Infrastructure Information/Sensitive Security Information Multi-Purpose Non-Disclosure Agreement. The Agreement will be signed by me and accepted by VDOT prior to being granted access to CII/SSI. We will only access CII/SSI for which we have a need-to-know. We will safeguard the confidentiality of all CII/SSI at all times. We will conduct ourselves in strict conformance to applicable laws and VDOT policies governing CII/SSI. Obligations with respect to the confidentiality and security of all CII/SSI disclosed to us shall survive the termination of any agreement or relationship with VDOT.*

Authorized Company Agent:

_____ Signature of Authorized Agent	_____ Date
_____ Printed Name	_____ Title
_____ Company Name	_____ Phone Number
_____ Company Address	
_____ VDOT Contract Name and Number	

(Version: November, 2009)



**Critical Infrastructure Information/Sensitive Security Information (CII/SSI)  
Multi-Purpose Non-Disclosure Agreement**  
*Back Page*

Retain a copy of both the front and back sides of this form for future reference.

**Handling CII/SSI**

You are responsible for safeguarding Critical Infrastructure Information/Sensitive Security Information (CII/SSI) in your custody or under your control.

The extent of protection afforded CII/SSI shall be sufficient to reasonably foreclose the possibility of its loss or compromise.

The terms of this clause (*Handling CII/SSI*), including this paragraph, must be included in any dissemination of any document, in whole or in part, that contains CII/SSI.

Protection - CII/SSI shall be protected at all times, either by appropriate storage or having it under the personal observation and control of a person authorized to receive it. Each person who works with protected CII/SSI is personally responsible for taking proper precautions to ensure that unauthorized persons do not gain access to it.

Use and Storage - During working hours, reasonable steps shall be taken to minimize the risks of access to CII/SSI by unauthorized personnel. After working hours, CII/SSI shall be secured in a secure container, such as a locked desk, file cabinet or facility where contract security is provided.

Reproduction - Documents or material containing CII/SSI may be reproduced to the minimum extent necessary consistent with the need to carry out official duties provided that the reproduced material is marked and protected in the same manner as the original material.

Disposal - Material containing CII/SSI shall be disposed of by any method that prevents unauthorized retrieval (e.g. shredding, burning, returning to original source, etc.).

Transmission - CII/SSI shall be transmitted only by VDOT courier, US first class, express, certified or registered mail, or through secure electronic means.

**ATTACHMENT F**

**SUBCONTRACTOR APPROVAL REQUEST**

No portion of the work (including equipment) shall be subcontracted to another firm or individual **without prior written consent** of Virginia Department of Transportation (herein referred to as VDOT). In the event that the contractor desires to subcontract some part of the work specified herein, the contractor shall furnish VDOT with the names, qualifications, and experience of their proposed subcontractors for agency approval. The primary contractor shall, however, remain fully liable and responsible for the work performed by its subcontractor(s) and shall assure compliance with all requirements of the contract. **No subcontractor will be allowed to start work until VDOT has received a copy of the subcontractor's Certificate of Insurance with the appropriate liability coverage. Certificate of Insurance should be sent to Virginia Department of Transportation.**

List proposed subcontractor(s), including name, address, contact person, and type of work to be performed under this contract below.

FIRM OR INDIVIDUAL'S NAME & ADDRESS	CONTACT PERSON AND PHONE NUMBER	TYPE OF WORK TO BE PREFORMED
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**TYPE OF EQUIPMENT PROPOSED SUBCONTRACTOR WILL PROVIDE**

\_\_\_\_\_  
 \_\_\_\_\_

**QUALIFICATIONS / EXPERIENCE LEVEL OF PROPOSED SUBCONTRACTOR**

\_\_\_\_\_  
 \_\_\_\_\_

Please indicate which above proposed subcontractors are certified (with DMBE) as Small, Women Owned or Minority Businesses.

Company Name: \_\_\_\_\_  
 Certification Number: \_\_\_\_\_

**FOR VDOT USE ONLY:**

The proposed subcontractor(s) listed above is/are approved and accepted under the terms and conditions of the contract requirements herein.

\_\_\_\_\_  
 Signature of Authorized VDOT Representative                      Date                      Telephone Number

**Attachment G**

**Understanding of 33 Code of Federal Regulation (CFR) 105 Marine  
Transportation Security Act (MTSA)**

Indicate Contractor understanding of most current 33 Code of Federal Regulation (CFR) 105, Marine Transportation Security Act (MTSA) as requested in Section IV, Section 3.01.19.C.- Declaration of Security)



**Attachment H**  
**Description of Contractor Personnel Security Practices**

Describe Contractor personnel security practices including the types of security investigations (background checks) conducted on company employees and how the Contractor ensures the security investigations of Subcontractors as part of a complete bid package as per Section IV. Section 3, 3.01.19.B. -Declaration of Security