

09 February 2015

- **Military Sealift Command Ship Support Unit Guam** (MSCSSU Guam) has a requirement to provide supervision, labor, equipment and materials to prepare industrial equipment for movement and storage...located at Polaris Point Guam. Please provide a quotation on your company's standard form to the MSC SSU Contracting office on or before 1400 on Friday, 20 February 2015 Guam time. Your quote should be e-mailed to [keith.beem@fe.navy.mil](mailto:keith.beem@fe.navy.mil) and our group e-mail, [M-GU-SSUN10@fe.navy.mil](mailto:M-GU-SSUN10@fe.navy.mil).
- Provide your company's DUNS and CAGE codes.
- The period of performance will be **15 May – 01 June 2015**.
- Payments for any purchase order will be conducted electronically through Wide Area Work Flow (WAWF).
- This requirement is a 100% small business set-aside.
- Selection will be made to the company whose offer is deemed technically acceptable with lowest price.
- **Statement of Work:** See the following Scope of Work and attached spreadsheet of equipment to be prepared.

**SCOPE OF WORK:** Provide all necessary labor, supervision, equipment, and materials for:

**DISASSEMBLY, PALLETIZATION, SHRINK WRAPPING AND BANDING OF INDUSTRIAL PLANT EQUIPMENT CONTAINED IN FRANK CABLE'S EMERGENT REPAIR FACILITY.**

**APPLICABLE DOCUMENTS:**

1. Inventory of industrial plant equipment contained in FRANK CABLE Emergent Repair Facility (excel spreadsheet).

**REQUIREMENTS:**

1. Contractor shall:

- a. Palletize and disassemble, where required, the industrial plant equipment denoted in reference (1).
- b. Contractor shall verify equipment to be electrically de-energized and isolated prior to disassembly and removal. Contractor shall, with the assistance and supervision of Government personnel, drain all oils and liquids from the equipment. Contractor shall dispose of these oils and liquids using approved HAZMAT procedures. Disassembly and removal shall occur under the supervisor and at the direction of Government personnel.
- c. The Contractor shall place the equipment onto pallets. The pallets shall be capable of being transported and lifted by conventional material handling equipment.
- d. The Contractor shall completely cover the palletized equipment with industrial grade shrink wrap. If the top of the equipment cannot be adequately covered with industrial

grade shrink wrap it shall be covered with suitable plastic sheets (6 mil in thickness or greater), followed by shrink wrap. Each piece of equipment shall be palletized individually. Equipment that has been disassembled into pieces shall not be commingled with other equipment. Equipment shall be banded to the pallet to ensure stability of the equipment during transport. Individual pieces that have been disassembled shall be banded together prior to be shrink wrapping and banding.

- e. The pallets shall be labeled with the nomenclature of the equipment, serial number, and piece number, if applicable, in accordance with a master inventory and serial log that shall be furnished by the Government. Pallets shall be labeled on all sides to ensure visibility of equipment nomenclature and serial number in the events sides are blocked from view. Additionally, the Contractor shall affix to each pallet, contained in a plastic sheath, a hard copy inventory record. The hard copy inventory records shall be furnished by the Government and will correspond to the Master Inventory and Serial Log.
- f. The Contractor shall stage the palletized, shrink wrapped and banded equipment, in or about the Emergent Repair Facility, as directed by Government personnel.

2. Contractor shall verify with the JOB POC and Ship Sup prior to start of work.

3. **Site Visit:** Scheduled for Thursday, 12 February at 10:00am. Participants shall meet LT Jason Baker at the Naval Base Guam Visitor Control Center no later than 10:00am. Bring the the following to support base access: Personal Identification, Provide Destination (Polaris Point), Date of Visit, Length of Stay, Sponsor Name and Information. If driving a vehicle on base, provide: Valid Drivers License, Vehicle Registration, Proof of Insurance. Your Point of Contact will be LT Jason Baker, at 671-343-2545, X7589.

#### **GOVERNMENT FURNISHED ITEMS:**

1. Master Inventory and Serial Log
2. Material Handling Equipment and Operator(s).
3. Hard Copy Inventory Records

#### **QUALITY ASSURANCE REQUIREMENTS:**

1. Contractor shall verify with the JOB POC and Ship Sup prior to start of work.

Please direct all questions or concerns to:

Keith Beem

Director of Contracting

Military Sealift Command Ship Support Unit Guam

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