

April 14, 2022

**PBS Governmentwide Multiple-Award IDIQ Contracts for General Construction with
Design-Build Capabilities**

**To Support the Installation of Electric Vehicle Supply Equipment (EVSE) at Federal
Agency Locations Throughout the United States Of America**

IDIQ Statement of Work

(1) Background

Executive Order 14008 - *Tackling the Climate Crisis at Home and Abroad* issued on January 27, 2021, outlines the importance of and places significant emphasis on climate change initiatives being launched across the government. GSA has an important and active role to play in many areas including greening Federal buildings and electrifying the Federal Fleet.

Executive Order 14057 - *Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability* issued on December 8, 2021, sets goals including 100 percent zero-emission vehicle acquisitions by 2035, which will also entail deploying zero-emission vehicle re-refueling infrastructure for the Federal Fleet.

GSA's Public Buildings Service (PBS) is issuing this contract to prepare governmentwide real estate to support an influx of zero-emission vehicles to the Federal Fleet and provide a streamlined procurement process for federal agencies to support the installation of Electric Vehicle Supply Equipment (EVSE) at Federal locations throughout the United States of America.

These PBS Governmentwide indefinite delivery, indefinite quantity (IDIQ) contracts are established on a geographic zonal basis and are for use by any Federal Agency in both space under GSA's jurisdiction, custody, or control or non-GSA controlled space.

(2) Contract Services

These construction and design-build IDIQ contracts include architectural, engineering, construction, and other related services necessary to design and to construct EVSE infrastructure improvements and installation, compliant with applicable codes.

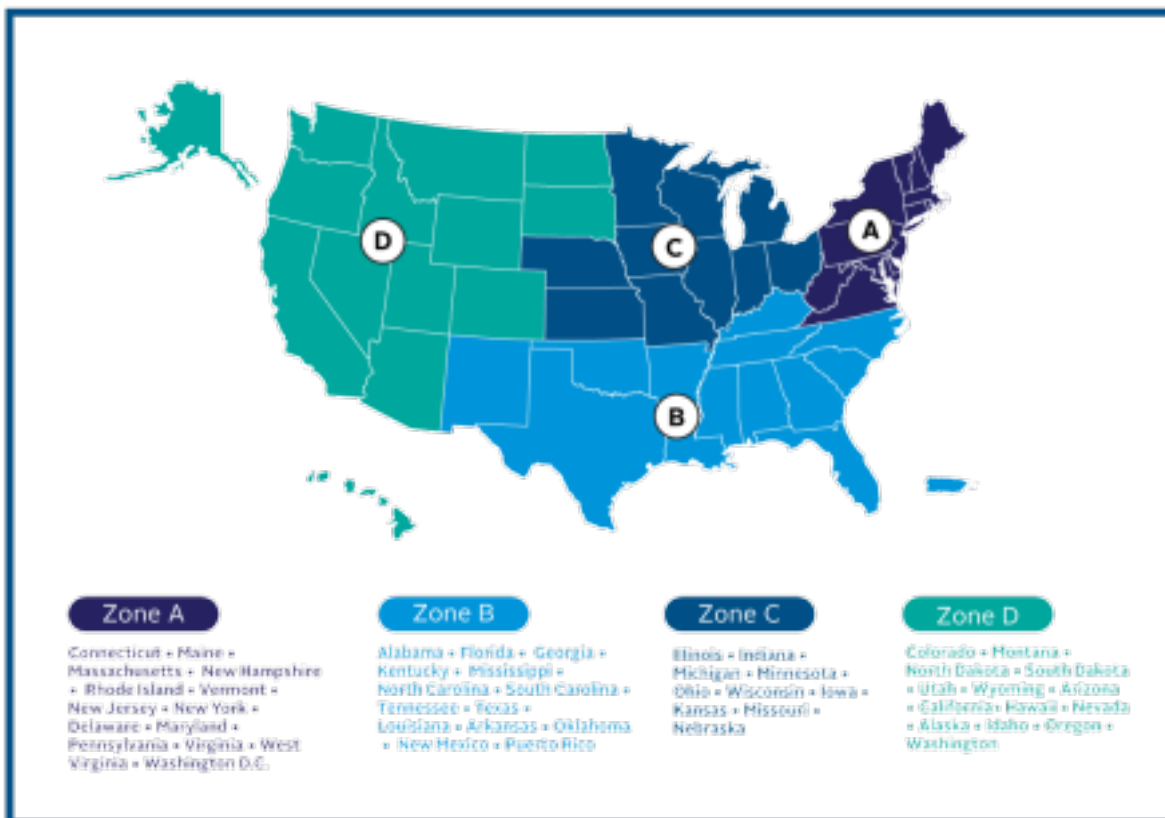
Related services include, but are not limited to, feasibility studies, site assessments, site planning, utility coordination, relocation & connections, permitting, testing and inspection during construction, commissioning, and supporting the transition from construction to operations.

Construction and design-build services consist of interior and exterior building construction, and repair and alterations, including but not limited to: electrical, plumbing, mechanical, architectural, landscaping, exterior renovations, demolition services, abatement services (e.g., asbestos, lead, mold, and polychlorinated biphenyls, earthwork, pavement repair, and other miscellaneous work.

The work to be performed under the terms of these IDIQ contracts includes, but is not limited to: installation or modification of electrical service feeds, switchgear, switchboards, panelboards, transformers, conduit, cabling; trenching, coring, road surfaces such as asphalt, concrete and other types of pavement; renovations, site work, signage, new construction, wall partition construction; HVAC ductwork modification and install; lighting installation and modification; modification of existing building fire sprinkler and fire alarm systems; and other such related work which would be outlined in Task Order and job drawings.

(3) Geographic Zones

The PBS Governmentwide IDIQ contracts include four (4) multiple-award Geographic Zones set-aside for small businesses. The Geographic Zones are as follows:



(4) Contract Type

These are firm-fixed price IDIQ contracts. All construction services to be acquired under the IDIQ contracts will be accomplished by the issuance of individual firm-fixed price Task Orders.

The individual Task Orders to be placed under the IDIQ contracts are generally anticipated to range in dollar value from approximately \$50,000 up to \$4,000,000. However, Task Orders may be outside of this range. The aggregate maximum order limitation (MOL) is \$500 million for the entire duration of all contracts awarded in each of the Geographic Zones. In other words, there is no single MOL per contractor or individual Task Order nor a single MOL per year, other than the MOL

of the entire Geographic Zone.

(5) Contracting Authority

These IDIQ contracts will be available for use at Federal locations throughout the United States of America, as indicated above in Section 3, Geographic Zones.

Task Orders may be issued by any warranted PBS Contracting Officer or any other warranted Federal Agency Contracting Officer with authority delegated by the Contracting Officer of the IDIQ.

(6) Task Order Requirements

Services will be required under these contracts on an as-needed basis. Task Orders will be prepared based on defined statements of work for specific projects and issued as fixed-price Task Orders awarded to the contractor who provides the best value to the Government. The technical specifications, statements of work, drawings and/or other technical documents associated with each Task Order will be issued with the Request for Proposals (RFP). Each Task Order under this contract will be different and therefore specifications and requirements will be unique to each Task Order. See Appendix (A) for additional information on individual requirements which may be included in a Task Order.

(7) Task Order RFPs

GSA or another Federal Agency Contracting Officer with authority delegated by the Contracting Officer of the IDIQ will issue a Task Order RFP for projects in accordance with FAR 16.505. Task Order RFPs will identify the project delivery method to be used for each project. Typically, each Task Order RFP will include a single project; however the Government reserves the right to combine projects into one Task Order RFP dependent upon site location and mission support requirements. Task Order RFPs will specify the evaluation method and basis of award for each Task Order. Each Task Order RFP may require a technical and price proposal or other submittals.

Unless the Task Order Contracting Officer specifies another format, Task Order price proposals shall utilize the line items established in the IDIQ contract and not exceed the line-item prices established in the IDIQ contract. For any work that is not covered by line items established in the IDIQ contract, the Task Order Contracting Officer will specify the format of price proposal.

For each Task Order, the designated Contracting Officer will determine the applicable Geographic Zone (Zones A through D).

Competition of Task Order RFPs will be exclusive to the IDIQ contracts awarded within each Geographic Zone.

If applicable, the Task Order RFP will notify all contractors of the estimated magnitude of the project, using the ranges found in FAR 36.204.

Ordering activities will require prospective contractors to identify potential conflicts of interest and address/resolve any concerns prior to any Task Order awards.

Contractors are not obligated to propose on all Task Orders; however, they are required to notify the Task Order Contracting Officer within seven (7) calendar days, unless another timeframe is specified by the Task Order Contracting Officer, if they cannot submit an offer in response to an RFP. Failure to provide this notification may impact future consideration of the contractor for Task Orders and the exercise of any option.

Some Task Orders may include requirements for feasibility studies/site assessments only. Contractors are advised that, in this event, the completed feasibility studies/site assessments may be included with separate Task Order RFPs under this IDIQ for design-build construction services.

(8) Inclusion of EVSE and Ancillary Services Within Task Order Requirements

GSA Class Deviation CD-2022-04 allows Contracting Officers to authorize contractors under these IDIQ contracts to use the Federal Supply Schedule (FSS) "Electric Vehicle Supply Equipment (EVSE) and Ancillary Services" Blanket Purchase Agreements (BPAs) for supplies and ancillary services required to support electrification of the Federal fleet, to include infrastructure.

Use of the FSS EVSE and Ancillary Services BPAs for electric vehicle charging stations specified in the Task Order requirements is mandatory, unless the required electric vehicle charging stations are not available on the BPAs. In the event that a contractor determines that required electric vehicle charging stations under a Task Order are not available through the FSS EVSE and Ancillary Services BPAs, contractors must notify the Task Order Contracting Officer as soon as practicable to request an exception from this requirement. If necessary, the IDIQ Contracting Officer may identify other grounds for exceptions.

IDIQ contractors placing orders under the FSS EVSE and Ancillary Services BPAs must follow any applicable GSA ordering procedures in addition to the ordering procedures in FAR Subpart 8.4 and FAR Part 51.

Additional requirements (e.g., cybersecurity and supply chain risk management (SCRM) requirements) may be specified at the Task Order level.

(9) Bid Guarantees

When applicable (see FAR 28.101-1), Bid Guarantees are required to be submitted with Task Order offers in accordance with FAR 52.228-1, Bid Guarantee.

(10) Task Order Award and Performance and Payment Bonds for Task Orders

A Notice to Proceed (NTP) for Task Orders under \$35,000 may be issued upon award of the Task

Order. For Task Orders valued at \$35,000 through \$150,000, a form of payment protection must be provided and accepted by the Government (payment bond or irrevocable letter of credit) before an NTP can be issued. For Task Orders over \$150,000, both performance and payment bonds must be received and accepted by the Government prior to issuance of the NTP. These dollar values are stated in FAR 28.102-1 and FAR 28.102-2 but may change over the life of the contract.

FAR 52.228-13 applies to orders which exceed \$35,000, but do not exceed \$150,000.00. FAR 52.228-15 shall apply to all orders expected to exceed \$150,000.00. Payment and/or performance bonds shall be submitted no later than ten (10) calendar days after Task Order award, unless another timeframe is specified by the Task Order Contracting Officer. The contractor will be required to submit proof of payment for the bonds for individual Task Orders. The requirements for Performance and Payment Bonds for Task Order amounts may change over the life of the Contract.

(11) Post Task Order Award Coordination

A coordination meeting will be scheduled by the Government to begin immediately following the Task Order award. Pre-construction conferences for each Task Order may be scheduled by the Government project team. Attendance, in person, by the contractor is expected unless otherwise noted in the Task Order requirements. Key subcontractors are encouraged to attend.

(12) Construction Wage Rate Requirements

The contractor will be required to pay their employees based on the Construction Wage Rate Requirements statute (formerly known as the Davis Bacon Act) for projects which fall under that statute. The applicable wage determination will be incorporated into each Task Order.

(13) Labor and Payroll Records

The contractor is responsible for timely, complete and correct submission of required certified labor and payroll records for each Task Order. The contractor is responsible for screening all subcontractor-furnished certified labor and payroll records prior to submitting to the Task Order Contracting Officer. The contractor should furnish a log of corresponding subcontract payrolls, in addition to its own, for each project. For subcontracted design and/or engineering efforts, an invoice of the labor categories used and hours billed may be required as supporting documentation.

(14) Contract Manager

The primary Contract Manager shall be designated as the central point of contact, tasked with serving as an overall manager of ongoing projects responsible to the Government for scheduling/coordinating all project and contract deliverables and activities. The primary Contract Manager should be an individual with administrative oversight responsibilities.

The primary Contract Manager shall ensure that a written quarterly report is provided to the IDIQ Contracting Officer beginning 3 months after contract award. The quarterly report shall summarize

the contract status identifying both pending and issued Task Orders. The report shall also provide a summary indicating the value of the pending and issued Task Orders and identify the contracting activity that has issued the pending and issued Task Orders.

(15) Changes to the Key Personnel

There shall be no changes to this IDIQ contract's Key Personnel during the entire term of this contract, but for circumstances beyond the contractor's control such as death, disability, termination, resignation, or illness. However, this statement is not intended to preclude other reasonable circumstances, which may include a "promotion within the company". Based on the above, should it become necessary to substitute such Key Personnel, the contractor shall submit to the Contracting Officer, in writing, the detailed experience and qualifications of the proposed Key Personnel (and firm, as appropriate) for the Contracting Officer's approval. All such proposed substitutions shall possess, at a minimum, qualifications and experience equal to or greater than the Key Personnel proposed to be replaced.

(16) Occupying Agency Security Requirements

The contractor will be required to comply with the security requirements imposed by occupying agencies including obtaining the necessary security clearances for personnel assigned to work in the space.

(17) Contractor Performance Information

- a) *Evaluating Contractor Performance:* The General Services Administration is using the Contractor Performance Assessment Reporting System (CPARS) module as the secure, confidential, information management tool to facilitate the performance evaluation process. CPARS enables a comprehensive evaluation by capturing comments from both GSA and the contractor. The website for CPARS is [Contractor Performance Assessment](#)
 - i. Completed CPARS evaluations may then be used by the Federal acquisition community for use in making source selection decisions. CPARS assists acquisition officials by serving as the single source for contractor past performance data.
- b) *CPARS Registration:* Each award requiring an evaluation must be registered in CPARS. The contractor will receive several automated emails. Within thirty days of award, the contractor will receive an email that contains user account information, as well as the applicable contract and order number(s) assigned. Contractors will be granted one user account to access all evaluations.
- c) *Contractor CPARS Training:* Contractors may sign up for CPARS training. A schedule of classes will be posted to the CPARS training site ([CPARS Training](#)) and updated as needed.
- d) *Contractor Representative (CR) Role:* All evaluations will be sent to the Contractor Representative (CR) named on your award. The CR will be able to access CPARS to review and comment on the evaluation. If your CR is not already in the CPARS system, the contracting officer will request the name and email address of the person that will be responsible for the CR role on your award.

Once an evaluation is ready to be released the CR will receive an email alerting them the evaluation is ready for their review and comment. The email will indicate the time frame the CR has to respond to the evaluation; however, the CR may return the evaluation

earlier than this date.

GSA shall provide for review at a level above the contracting officer (i.e., contracting director) to consider any disagreement between GSA and the contractor regarding GSA's evaluation of the contractor. Based on the review, the individual at a level above the contracting officer will issue the ultimate conclusion on the performance evaluation.

Copies of the evaluations, contractor responses, and review comments, if any, will be retained as part of the contract file.

(18) Travel

The contractor is responsible for all costs necessary to support the requirements of each Task Order. If there are circumstances which require one or more contractor or subcontractor staff to travel for work, then the need shall be described in the narrative that is submitted with the Task Order proposal pricing.

(19) As-Built Drawings

The contractor is required to provide as-built drawings in the format specified in each Task Order.

(20) Adherence to Established Standards

Adherence to general requirements associated with the base IDIQ contract is required. GSA design specification PBS-P100 (Facilities Standards for the Public Buildings Service) has basic design standards and performance criteria requirements for facilities under the jurisdiction, custody and control of GSA and can be found at <https://www.gsa.gov/real-estate/design-and-construction/engineering-and-architecture/facilities-standards-p100-overview>. Unless notified otherwise by the Task Order Contracting Officer, the contract must comply with the latest version in effect as of the effective date of each Task Order. Additionally, ordering agency design requirements will be provided with each Task Order RFP, as applicable.

(21) Contractor Response for Warranty Calls

The contractor is expected to respond to the designated government representative within 48 hours to any issued warranty call for work completed under the contract. Warranty calls for installed work or materials may be made by the original Project Manager, Contracting Officer, or the Property Manager of the facility. Warranty call site visits will be made at no additional expense to the government.

(22) Sustainable Construction

GSA has adopted a robust approach to sustainable construction efforts. Sustainable Construction includes the identification of designated products as "Key Sustainable Products" (KSP), waste

stream management, high levels of recycled content, low use of virgin material, energy efficient water and electrical components, and low or no volatile organic emissions. Requirements for the use and/or exemption of KSP designated materials will be identified in each Task Order Statement of Work.

(23) Historic, Environmental and Architectural Considerations

National Historic Preservation Act (NHPA) Section 106 requires that federal agencies identify and assess the effects its actions may have on historic properties, including project and equipment installation for EVSE. Projects involving ground disturbance for new construction, excavation, utility work or major landscaping (e.g. relocation of mature trees) must include provisions for compliance with the NHPA, the National Environmental Protect Act (NEPA), and the Archeological Resources Protection Act. Working with the Federal and State Historic Preservation Officers and other consulting parties as required, the Contractor shall seek to avoid, minimize and mitigate potential adverse effects to federal property if eligible for or listed in the National Register of Historic Places. Plans for installations at historic buildings must include options that meet the Secretary of the Interior's Standards for Rehabilitation (SOI), and receive preservation concurrence prior to obligating funds on specific products or solutions.

Task Orders under this IDIQ may require preservation design problem solving, cultural resource assessment and project documentation for Section 106. Therefore, the contractor may need to hire a qualified historic architect or cultural resource manager that meets the Secretary of the Interior's Professional Qualification Standards and other Qualification requirements at the Ordering level. This individual must be integrally involved in the analysis and development of design solutions addressing historic preservation issues, alterations that may adversely affect historic property, and work requiring ground disturbance in locations where the potential for disturbing significant archeological resources has not already been assessed.

Additionally, all public federal buildings, regardless of historic property status or eligibility, require innovative design solutions that can preserve the character of the building while resolving issues of functionality, cost, safety, and quality of space and public experience.

(24) Supply Chain Risk Management (SCRM)

U.S. adversaries have, and will continue to attack our nation's supply chains and compromise Government systems, capitalizing on security weaknesses in U.S. companies and third party affiliates. It is incumbent on GSA's industrial base to implement vigilant SCRM procedures. This IDIQ requires awardees to complete a Cyber Supply Chain Risk Management (C-SCRM) plan in the format provided.

IDIQ contractors will be required to update their C-SCRM Plan annually and to submit these updates to the COR no later than 30 days after the end of each contract year, over the life of the IDIQ contract. The C-SCRM Plan must be completed using the attachment "PBS EV - Vendor SCRM Plan Template". Specific instructions are noted within the template.

As part of GSA's C-SCRM Program, third-party vendor risk illumination tools may be utilized. Please note, ordering agencies may have additional SCRM requirements at the Task Order level and will specify any additional requirements in the Task Order request.

Appendix (A)

Typical Requirements for a Task Order

Feasibility Study/Site Assessment, may include but is not limited to:

- Meeting with Government to review expectations and scope of work
 - Meeting with Facilities Management team to gain building and systems information
- Conducting an investigation, including an on-site survey to examine existing conditions
- Performing a pre-alteration (hazardous materials) assessment
- Identifying current electric utility service capability
- Performing building load calculations to determine electrical capacity
- Identifying existing code violations related to project work
- Identifying ground disturbing activities and below grade conflicts
- Identifying available incentives and rebate programs
- Developing conceptual alternatives, considering
 - Required charging levels (e.g., Level 1, Level 2, Direct Current Fast Charging)
 - Mounting systems
 - Location and number of charging stations (power, accessibility, and placement)
 - Metering
 - Communication and network protocols
 - Visibility, signage and safety
 - Clearances and equipment protection (e.g., wheel stops, bollards)
 - Stormwater management
 - Parking space design and pedestrian flow
 - Scope and scale of required infrastructure upgrades
- Developing construction cost estimates and schedules
- Performing financial and feasibility analyses
- Identifying and justifying a preferred alternative (final recommendation)
- Providing reports and presentations

Design Services, may include but is not limited to:

- Completing and obtaining necessary permits
- Establishing project duration/schedule
- Coordinating with the local utility for proposed EVSE infrastructure
- Coordinating available incentives and rebates
- Developing load control strategies
- Preparing conceptual, design development and construction document submissions, which may include:
 - Site plans showing property extent (property lines, parking areas, structures)
 - Electrical plans showing all electrical system elements (single line drawings, EVSE locations, overcurrent protection devices, sub panels, panelboard schedules, disconnects, conduit sizes and types, conductor sizes and types, voltage drop and short circuit calculations, site lighting)
 - Trenching details
 - Structural plans (installation mounting methods, trenching, bollards)

- Architectural and Civil plans (site slopes, surface conditions, access paths, signage, parking, paving, EVSE protection)
- Phasing plans
- Specifications
- Calculations as required
- Signed and sealed bid documents
- Addressing General Requirements thoroughly
- Performing code reviews, quality control reviews, constructability reviews, and design reviews
- Planning construction work sequencing
- Developing submittal schedule

Construction, may include but is not limited to:

- Completing the subcontractor buyout phase
- Leading and documenting scope discussions with subcontractors and the Government
- Submitting contractual/Agency RFI's
- Reviewing and approving submittals (and coordinating with the Government)
- Executing the Quality Control Plan
- Coordinating with the utility company for connections and utility markings
- Coordinating incentive and rebate programs
- Coordinating with building managers and tenants for scheduling work
- Securing the construction area appropriately (e.g., temporary fencing, barriers, signage)
- Coordinating equipment deliveries and on-site storage of materials
- Coordinating shutdowns/power outages
- Managing self-performed and all trades to execute the work in accordance with the construction documents
- Installing EVSE per manufacturer installation requirements
- Coordinating Agency IT, communication, and networking requirements
- Performing finish work to repair existing surfaces, infrastructure, landscaping, and parking lot striping
- Scheduling final inspections with AHJ and participating in punch list activities
- Programming and activating EVSE

Testing / Commissioning, may include but is not limited to:

- Executing testing and commissioning requirements per Quality Assurance and Commissioning Plans and manufacturer recommendations
- Ensuring work is compliant with the most current version of all applicable governing documents/codes (e.g., PBS-P100, IBC, NEC, NECA, NETA, NFPA, Agency requirements).

Training, Operation and Maintenance (O&M), may include but is not limited to:

- Providing comprehensive O&M manuals and warranty documents during close out process
- Ensuring any warranty documents provided have clear timelines associated with them and contact information is understood

- Coordinating with local O&M contractor to ensure inclusion of any EVSE into the O&M contracts and systems (e.g., National Computerized Maintenance Management System (NCMMS) and the NCMMS Asset Uploader template)
- Provide onsite training to a variety of users including building and maintenance staff, customers, and end users