## F.3 DELIVERABLES

The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the Contract Administrator (CA) identified in Section G.9 in accordance with the following:

| NO. | SOLICITATION REFERENCE | DELIVERABLE NAME | DUE DATE |
|---|---|---|---|
| **C.7 ELECTRICAL SERVICES** | | | |
| 1 | C.7.1.3 | Test Report of Inspection and Testing | Within 10 days of Contract Award |
| 2 | C.7.1.6 | Deviations from NETA Maintenance Testing Specifications | As required; Minimum of 2 days before test |
| 3 | C.7.1.4.1 | Thermographic Reporting | Within 10 days of Test/Inspection |
| 4 | C.7.1.8 | Preventative Maintenance Annual Schedule | Within 10 days of Contract Award; Annually thereafter |
| 5 | C.7.1.10 | Replace or Upgrade Report | Within 24 hours of assessment or inspection |
| 6 | C.7.2.3 | Weekly Testing Emergency Generator Report | Weekly |
| 7 | C.7.2.3 | Monthly Testing Emergency Generator Report | 10th day of each month |
| 8 | C.7.2.4 | Annual Testing Emergency Generator Report | Annual |
| 9 | C.7.2.12b | Repair Proposal | As Required |
| 10 | C.7.2.13 | Parts and Materials Delivery Schedule | As Required |
| 11 | C.7.2.14 | Report of Compliance | Within 24 hours of Notice |
| **C.8 MECHANICAL SERVICES** | | | |
| 12 | C.8.1.17 | Boiler Inspection Reports Defect Notices | Within twenty-four (24) hours of receipt of Report issued by DCRA |
| 13 | C.8.1.18 | Report of Compliance | Within twenty-four (24) hours of completing the repair work |
| 14 | C.8.2.5 | Letter Report – Pump Alignments | Within five (5) working days of completion of the pump alignment work |
| 15 | C.8.3 | Terminal Boxes Protocol | Within 10 days of Contract Award |
| 16 | C.8.1.9f | Annual Conditions Report/ Annual Report on Oil & Gas Systems | Between June - August |
| **C.9 PLUMBING SERVICES** | | | |
| 17 | C.9.2 | Water Treatment Program | Within 30 days of Contract Award |
| 18 | C.9.2.1 | Comprehensive Initial Water Treatment analysis | Within 15 days of Contract Award |
| 19 | C.9.2.3 | Water Conditions Report | Within 45 days of Contract |

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| | | | Award |
| 20 | C.9.2.4 | Water Conditions Report - Updates | As required |
| 21 | C.9.2.5 | Water Sample Reports | As required |
| 22 | C.9.2.5.2 | Duplicate Water Samples | As required |
| 23 | C.9.2.8.1 | Monthly Water Testing Report | 10th day of each month |
| 24 | C.9.2.9b | Material Safety Data Sheet MSDS | Within 10 days of Contract Award |
| 25 | C.9.2.9c | MSDS - Updates | As Necessary |
| 26 | C.9.3.2 | Backflow Preventers Results Report | Within 24 hours of inspection/test |
| **C.10 ELEVATOR, LIFTS, AND ESCALATORS SERVICES** | | | |
| 27 | C.10.1.3 | Weekly and Semi-monthly Tests | Weekly; Semi-monthly |
| 28 | C.10.1.4 | Safety Tests | As required |
| 29 | C.10.1.5d | Complete Report of Deficiencies | Within 24 hours of inspection/test |
| 30 | C.10.1.6.2 | Elevator Inspection Report | Within 24 hours of inspection/test and correction of deficiencies |
| 31 | C.10.1.8.1b | Report Status of Elevators Equipment not working | Close of each day |
| 32 | C.10.1.8.1c | Report any elevator equipment that is not operational | thirty (30) minutes prior to Normal Occupant Working Hours |
| 33 | C.10.1.8.1d | Informational signs and barricades – Elevator Outages | As Necessary |
| **C.11 ENERGY MANAGEMENT CONTROL SYSTEM SERVICES** | | | |
| 34 | | *Reserved* | |
| **C.12 FIRE PROTECTION SERVICES** | | | |
| 35 | C.12.6 | Fire System Tests | Within 24 hours of test or inspection |
| **C.13 ARCHITECTURAL AND STRUCTURAL SERVICES** | | | |
| 36 | C.13.1.7 | Review Design and Construction Documents | As Required |
| 37 | C.13.1.8.2 | Scaffold Erection Plan | As required; Minimum of 2 days before Erection of Scaffolding |
| **C.14 OPERATION MAINTENANCE REPAIR AND IMPROVEMENT SERVICES** | | | |
| 38 | C.14.2 | Standard Operating Procedures | Within 10 days of Contract Award |
| 39 | C.14.2.1 | Standard Operating Procedures - Updates | As Required |
| 40 | C.14.3 | Building Operating Plan | Within 10 days of Contract Award |
| 41 | C.14.3.1 | Building Operating Plan - Updates | As Required |
| 42 | C.14.4 | Contingency Plan | Within 10 days of Contract Award |
| 43 | C.14.5 | Vandalism Remediation Plan | Within 10 days of Contract Award |

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| 44 | C.14.6 | Preventive Maintenance Program/PM Guides | Within 10 days from Contract Award |
| 45 | C.14.9 | Preventive Maintenance Schedule and Updates | Within 10 days of Contract Award; Updates as necessary |
| 47 | C.14.10.2 | Preventive Maintenance Log | Maintain On-Site |
| 48 | C.14.10.2.1 | PM Cycles Greater than Twelve (12) Months | Within 10 days of Contract Award and 90 days prior to the expiration of each option year |
| 49 | C.14.10.4.1 | Notification of maintenance or repair work is to be done which requires opening or dismantling of equipment. | 72 hours before opening or dismantling of equipment |
| 50 | C.14.19 | List of "on the shelf" replacement and expendable parts and materials | Within 15 days of Contract Award |
| 51 | C.14.22.1 | Initial Deficiency List (IDL) | Within 15 days of Contract Award |
| 52 | C.14.22.2 | Root cause Analysis | Within 60 days of Contract Award |
| 53 | C.14.22.2.1 | System Assessment and Inventory Report. | Within 15 days of Contract Award |
| 54 | C.14.22.3 | Existing Deficiencies Estimate | As Required |
| 55 | C.14.24.1 | Building Equipment Inventory | Within 45 days of Contract Award |
| 56 | C.14.24.1 | Notification Completion of Labeling | Within 60 days of Contract Award |
| 57 | C.14.25 | Certified Report of Tests, Inspections | Within 30 days from completion of work |
| 58 | C.14.26 | Establish Log Sheets | Within 10 days of Contract Award |
| 59 | C.14.28.2 | Sample Tour Work Assignment Sheet | Within 10 days of Contract Award |
| 60 | C.14.29 | Operating Logs and Tour Sheets | Maintain On-Site |
| 61 | C.14.29 | Operational Maintenance and Repair Log | Maintain On-Site |
| 62 | C.14.32 | Operations Instructions | Within 10 days of Contract Award |
| 63 | C.14.33 | Semiannual Roof Inspections | Semi-annually |
| 64 | C.14.34 | Inventory verification | Within 60 days of Contract Award |
| 65 | C.14.37.4 | Samples of Tags | Within 30 days of Contract Award |
| 66 | C.14.37.4 | Property Records Samples | Within 15 days of Contract Award |
| 67 | C.14.39 | Manufacturer Warranty Issues | As Required |
| **C.15 SNOW REMOVAL** | | | |
| 68 | C.15.3 | Excess Snow Removal Plan | Within 10 days of Contract Award |
| **C.16 CUSTODIAL AND JANITORIAL SERVICES** | | | |
| 69 | **C.16.1.1** g 12 | Waste Removal Scheduling Reportiong | Monthly |
| **C.3.11 LANDSCAPING SERVICES** | | | |
| 70 | C.17.1.1 | Flowering Seasonal Replacement | Quarterly |

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| 71 | C.17.11.1 | Vegetation Maintenance Plan | Within 10 days of Contract Award |
| 72 | C.17.12.2 | Irrigation Systems Maintenance Inspection | Within 10 days of Contract Award |
| 73 | C17.12.2 h | Irrigation Systems Inspections Report | Monthly |
| 74 | C.17.12.3 | Irrigation Systems Repair and Maintenance Schedule Request | As Required |
| 75 | C.17.12.4 | Irrigation Systems Winterization Services | Within 24 hours of Winterization |
| 76 | C.17.12.6.1 | Irrigation Systems Start up Certification | Within 24 hours of start up |
| **C.18 UTILITY COMPANIES SERVICES** | | | |
| 77 | | *Reserved* | |
| **C.19 SECURITY, TELECOMMUNICATION, AND TENANT BUILDING SYSTEMS SUPPORT** | | | |
| 78 | | *Reserved* | |
| **C.20 PEST CONTROL SERVICES** | | | |
| 79 | C.20.1.1a | IPM Service Report | Monthly |
| 80 | C.20.1.11.4 | IPM Plan | Within 30 days of Contract Award |
| **C.21 LOCKSMITH SERVICES** | | | |
| 81 | | *Reserved* | |
| **C.22 SERVICE CALL AND TENANT ENVIRONMENT** | | | |
| 82 | C.22.1.8 | Service Maintenance Report | Within 10 days of Contract Award |
| 83 | C.22.1.8.2 | Sample Service Call Log | Within 5 days of Contract Award |
| **C.23 SPECIAL SERVICES** | | | |
| 84 | | *Reserved* | |
| 85 | | *Reserved* | |
| 86 | C.23.1.1 a | Green Cleaning Plan | Within 10 days of Contract Award |
| 87 | C.23.3 | Hazardous Material Inventory | Within 10 days of Contract Award |

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| **C.3.18 Compliance with Federal and District Regulation** | | | |
| 88 | C.3.18.2.3 | Mandatory Drug and Alcohol Testing of Employees | Within 10 days of Contract Award; Annually thereafter |
| **C.25 CONSOLIDATED MAINTENANCE RELATED SERVICES** | | | |
| 89 | C.25.1.5 | Employee Documentation<br>- Evidence that minimum qualifications described in C.6 thru C.26 are satisfied;<br>- Resume;<br>- References;<br>- Training certifications;<br>- License, certification, permits and evidence of bond, as required by the DC DCRA or any other applicable law; and | Within 10 days of Contract Award; Within 10 days of New Hires; Annually for existing staff |

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| | | - Security Clearance Requirements as described in C.25.1.5.4. | |
| 90 | C.25.7.6 | Organizational Chart | Within 10 days of Contract Award; Within 10 days of New Hires; Annually for existing staff |
| 91 | C.25.1.7 | Staffing Plan | Within 10 days of Contract Award |
| 92 | C.25.1.8 | Job Descriptions | Within 10 days of Contract Award |
| 93 | C.25.1.11 | Security/Daily Attendance Record | Daily |
| 94 | C.25.7.6.2 | Quality Control Plan | Within 10 days of Contract Award |
| 95 | C.25.7.6.2.1 | Inspection Reports | As Required |
| 96 | C.25.7.6.2.2 | Self Evaluation | Quarterly |
| 97 | C.25.7.8 | Performance Measures | Within 10 days of Contract Award |
| 98 | C.25.7.9 | Accident Report | As Required |
| 99 | C.25.7.9.2 | Transition Plans | Within 10 days of Contract Award |
| 100 | C.25.7.9.2.1 | Phase-In Plan | Within 10 days of Contract Award |
| 101 | C.25.7.10.3 | Receipt of Performance Evaluation Meetings Minutes | Within two (2) working days of meeting |
| 102 | C.25.7.10.4 | Safety Meetings | |

**F.3.1** The Contractor shall submit to the District, as a deliverable, the report described in section H.5.5 that is required by the 51% District Residents New Hires Requirements and First Source Employment Agreement. If the Contractor does not submit the report as part of the deliverables, final payment to the Contractor shall not be paid pursuant to section G.3.2.