

**ATTACHMENT 1
STATEMENT OF WORK**

**AIRPLANE MAINTENANCE, ENGINEERING, AND
REPAIR SERVICES**

RFSQ 719-SH

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1.0 SCOPE OF WORK

- 1.1 The County of Los Angeles (County) Sheriff's Department (Department) is seeking Qualified Contractors that can provide Airplane Maintenance, Engineering, and Repair Services (Services), on an as-needed basis.
- 1.2 Contractor must provide all necessary labor, tools, equipment, raw materials, supplies, and/or Services necessary to maintain, repair, overhaul, refurbish, complete, and/or modify the existing fleet of Department airplanes and their components, including any future airplanes, after-market parts and components acquired by the Department.
- 1.3 Contractor must provide Services for major repairs, including, but not limited to:
 - Scheduled overhauls of dynamic components,
 - Engines and engine accessories,
 - Engineering support,
 - Structural airframe repairs, and
 - Various non-critical component repairs.
- 1.4 Contractor must be certified, licensed, qualified, and capable of performing all Work requirements specified in Paragraph 3.0 (Specific Work Requirements) below.
- 1.5 Contractor's Services will supplement Work performed by the Department's Aero Bureau, located at 3235 North Lakewood Boulevard, Long Beach, CA 90808.
- 1.6 All Work listed in this Attachment 1 pertains to the following airplanes and to any replacement airplanes acquired and operated by the Department and their parts and components:
 - SERVICE CLASS I – RAYTHEON SUPER KING AIR B200
 - SERVICE CLASS II – CESSNA 210/CESSNA TURBO 210 (T210)

2.0 WORK ORDER PROCESS

- 2.1 The Department's procedures for issuing and executing Work Orders to Contractors are set forth in Paragraph 3.0 (Work) of the Master Agreement and no Work will be performed under the Master Agreement except in accordance with a fully executed Work Order issued pursuant to Paragraph 3.0 (Work) of the Master Agreement.
- 2.2 The execution of a Master Agreement does not guarantee Contractor any minimum amount of Work. The determination as to the need for Services will rest solely within the discretion of the Department.

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- 2.3 All airplane parts and related components will be delivered to Contractor and returned by Contractor to the point of origination upon completion of the job at the County's expense. Work may be performed by Contractor at the Department's Aero Bureau facility.

3.0 SPECIFIC WORK REQUIREMENTS

3.1 Service Type 1 – Critical Component Services

Critical Services and repairs, as defined by the Department, are Services which directly affect the flight and operation of an airplane or adversely affects the Department's delivery of one or more essential services as determined by the County, in its sole discretion.

3.1.1 Dynamic Components

Contractor must provide, on an as-needed, intermittent, and temporary basis all parts, labor, and incidental materials necessary to perform dynamic component repairs or overhauls to Department-owned and operated airplanes.

Examples of repair, overhaul, part and/or component replacement Work to be performed include, but are not limited to, the following:

a. Propeller(s) and Related Components

Repair, overhaul, static and dynamic balancing, or replacement as required.

b. Propeller Governor

Repair, overhaul, or replacement as required.

c. Specialized Services

Non-destructive testing and technical engineering support.

3.1.2 Powerplants

Contractor must provide, on an as-needed, intermittent, and temporary basis all parts, components, labor, and incidental materials necessary to perform scheduled and unscheduled powerplant (engine) repairs or overhauls to Department-owned and operated airplanes.

Examples of repair, overhaul, part and/or component replacement Work to be performed include, but are not limited to, the following:

a. Engine Overhaul

Inspect, repair, or replace engine components at prescribed engine time-life.

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- b. Engine Mid-life Inspection/Overhaul
Inspect, repair, or replace engine components at prescribed engine time-life.
- c. Compressor Section
Inspect, repair, overhaul or replace all internal and external components.
- d. Accessory Gear Box
Inspect, repair, overhaul or replace all internal and external components.
- e. Turbine/Modular Sections
Inspect, repair, overhaul or replace all internal components and all other related turbine section components.
- f. Combustion Section
Inspect, repair, overhaul, or replace all internal and external components.
- g. Engine Accessories
Inspect, test, repair, overhaul, or replace all engine accessories and components.
- h. Quality Assurance
As required, conduct a teardown inspection to determine the extent of repairs necessary and provide an accurate cost estimate. After the repairs have been completed, Contractor must perform a quality assurance inspection to ensure all Work has been performed, in accordance with factory prescribed maintenance procedures and provide written documentation certifying the Work performed.
- i. Warranty
Warrant all inspections, repairs, overhauls, or replacement of dynamic components, powerplants, and related components against defects resulting from Services rendered for a period of not less than 180 Days or 300 flight hours from date of acceptance by the Department, whichever occurs first, unless otherwise warranted by parts supplier. If any defect is discovered during the warranty period, Contractor, must either repair or replace the defective component at no additional cost to the Department.

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j. Performance Assurance

Provide performance assurance on all turbine overhauls equal to or greater than manufacturer engine specifications, unless otherwise specified.

3.1.3 Airframes

Contractor must provide, on an as-needed, intermittent, and temporary basis all parts, components, labor, and incidental materials necessary to perform scheduled and unscheduled structural airframe inspections and/or repairs on Department-owned and operated airplanes.

Examples of repairs and/or phase inspections, part and/or component replacement Work to be performed include, but are not limited to, the following:

a. Airframe Sheet Metal and Composite Surface Repairs

Structural repair Work involving sheet metal and composite materials to the basic airframe, landing gears, cowlings, doors, and all internal cabin metal surfaces, structures, and instrument panels, including airplane painting and exterior finishes.

b. Hydraulic, Lubrication, Braking, Pressurization, and Deicing, and Associated Components

Inspect, test, repair, overhaul or replace all internal and external components.

c. Electrical, Lighting, and Fuel Systems

Inspect, test, repair, overhaul or replace all electronic and electrical components.

d. Landing Gear

Inspect, repair, overhaul, or replace all parts and related components.

e. Flight Control Systems

Inspect, repair, overhaul, or replace and return to service all flight control system parts and related components.

f. Airframe Inspections

Perform scheduled airframe phase maintenance or inspections in accordance with manufacturer specifications.

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3.1.4 Avionics and Navigation Systems

Contractor must provide, on an as-needed, intermittent, and temporary basis, all parts, components, labor, and incidental materials necessary to perform avionics and navigation system repairs, overhaul Services, part and/or component replacement on Department-owned and operated airplanes.

3.2 Service Type 2 – Non-Critical Component Services

Non-critical Services and repairs, as defined by the Department, are Services which do not directly affect the flight and operation of an airplane.

Contractor must provide, on an as-needed, intermittent, and temporary basis all parts, components, labor, and incidental materials necessary to perform non-critical repairs, overhaul services, part and/or component replacement on Department-owned and operated airplanes.

Examples of repairs, overhaul, part and/or component replacement Work to be performed include, but are not limited to, the following:

- a. Night vision lighting/alternate lighting,
- b. Thermal imagers and video cameras,
- c. Overlay panel,
- d. Moving map,
- e. Communication radios,
- f. Public announcement and siren system,
- g. Air conditioning systems and instruments,
- h. Interior repair and replacement of all interior components and accessories including seats, upholstery, paneling, floors and surfaces, environmental systems and compartments including airplane paint and interior finishes,
- i. Interior washing, detailing, and cleaning,
- j. Exterior washing, detailing, and cleaning, and
- k. All other non-critical special-mission equipment.

3.3 Service Type 3 – Completion Services

3.3.1 Completion Services is defined as the furnishing, engineering, and/or installation of avionics, communications, and law enforcement-mission equipment within a new or used, unequipped or minimally equipped airplane acquired by the Department.

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- 3.3.2 Contractor or their authorized subcontractor must provide to the Department on an as-needed basis all parts, labor, and incidental materials necessary to perform required Completion Services/
- 3.3.3 All Completion Services must be performed at one of the following:
 - a. Contractor's certificated repair station approved by Federal Aviation Administration (FAA) under Federal Aviation Regulation 14 C.F.R Part 145, or
 - b. Certificated Approved Maintenance Organization (AMO) approved by Transport Canada under Canadian Aviation Regulation, Part V, subpart 73, or
 - c. At a facility approved by the Department.
- 3.3.4 All airplanes will be delivered to Contractor and returned to the Department by Aero Bureau staff.

4.0 PARTS AND MATERIAL REQUIREMENTS

For each Service Class and Service Type defined above, the following will apply:

4.1 Parts Procurement, Engineering, and Technical Assistance, and Product Support

a. Part/Component Procurement

i. New Parts:

Contractor must provide, on an as-needed basis new manufacturer-approved airplane parts and components. Parts and components must be new, unused, and not reconditioned or refurbished. All parts and components must be delivered to the Department's Aero Bureau Facility.

ii. Repaired Parts:

Contractor must provide, on an as-needed basis, factory-approved repaired or certified overhauled replacement airplane parts and components obtained directly from the Original Equipment Manufacturer (OEM), factory-authorized parts distributors or service centers, and/or vendors authorized by the OEM to manufacture and sell duplicate parts under Parts Manufacturing Authority (PMA). Contractor must additionally certify that all repaired parts and components sold to the County meet aircraft airworthiness and safety standards as established by Federal Aviation Regulations and/or aircraft manufacturer. All repaired parts and components must be delivered to the Department's Aero Bureau facility.

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iii. Parts and Components Rental:

Upon request, Contractor must provide airplane parts and components to the Department on a rental basis. Rentals will be on a fixed price/not-to-exceed cost as referenced in Exhibit I (Certification of Pricing) to the Master Agreement. The determination of the acceptable condition of parts and/or components will be at the discretion of the Department.

b. Engineering and Technical Assistance

Contractor must provide engineering and technical assistance for Department-owned and operated airplanes for specific projects associated with airplane modifications, maintenance programs, and/or Type Certification or Supplemental Type Certification, requiring FAA approval or compliance with technical specifications as specified by the airplane manufacturer and/or FAA.

c. Product Support

Contractor must provide required product support through resources such as the research and development of special parts, tools and/or modifications needed to support the Department's airplane fleet. If special parts and components cannot be obtained from the aircraft manufacturer, authorized parts distributors or vendors authorized by the OEM to manufacture to sell duplicate parts in order to perform the Work. Contractor must design, engineer, manufacture and/or arrange approval of special parts and/or tooling needed to support a specific airplane repair or modification. Contractor must obtain approval from either the FAA, the airplane manufacturer, or an airplane airworthiness authority.

When requested, Contractor must provide product support to Department employees for parts and components purchased through Contractor to perform maintenance repairs and/or component overhaul or replacement.

4.2 Materials and Supplies

The Master Agreement is intended to acquire airplane maintenance, engineering, and repair services and to purchase airplane parts, components, raw materials, and supplies incidental to the required repair Work and/or Services. To mitigate repair costs, the Department reserves the right to provide Contractor with after-market, serviceable components in either new or certified overhauled condition to be used in repair, overall, or replacement Work.

4.3 Material Standards

When an article is mentioned by trade name or by a manufacturer's name, it is intended to establish a standard of merit. Articles from other

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manufacturers may be used provided they are of the same type and of equal or greater quality. The Department will be the sole judge as to "equal". All materials and equipment must be new, or certified overhauled and installed as recommended by the manufacturer. All materials and equipment must be properly tested, regulated, adjusted, and placed in proper operating condition before Work will be accepted by the County.

5.0 ACCEPTABILITY OF WORK/DELIVERY

All Work must be completed within the time frame set forth on the Work Order for the specific job. All Work must be done in a professional manner and must be acceptable to technically qualified Department personnel.

6.0 DISCREPANCIES

If the Department determines the Work is not complete, not performed to industry/aviation standard, or for any other reason not acceptable, County Project Manager will notify Contractor in writing or by telephone and request a meeting to resolve the discrepancy. Representatives of the Department and Contractor must meet at the Department's Aero Bureau facility, a mutually agreed upon location, or via video conference within ten Days of the date of notification by the Department. Contractor will not be paid for Work until all discrepancies are resolved.

7.0 CONTRACTOR'S RESPONSIBILITIES

- 7.1 All damages incurred to Department airplane(s) by Contractor must be repaired or replaced at Contractor's sole expense.
- 7.2 All repairs or replacements must be completed within the time requirement determined by the Department. If Contractor fails to repair or replace damaged property, the Department will deduct the cost of repairs for damages, as determined by the Department, from existing unpaid invoices due to Contractor, from future invoices submitted by Contractor, or bill Contractor and the provisions of Paragraph 8.15 (Damage to County Facilities, Buildings or Grounds) of the Master Agreement will apply.
- 7.3 Upon completion of Work, Contractor must remove remaining excess materials from the airplane and/or components. Any dirt or stains caused by Contractor while performing Work must be cleaned and removed.

8.0 GUARANTEE

- 8.1 Contractor must guarantee all materials and workmanship for a period of 180 Days or 300 flight hours from date of acceptance by the Department, unless otherwise agreed to in writing to different terms of guarantee by Contractor and County Project Manager. Date of Acceptance is defined as the date the County Project Manager signs off (approves) that Work was accepted.

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- 8.2 If Contractor fails to make proper repairs under this guarantee, the Department may deduct the cost of repairs, as determined by the Department, from existing unpaid invoices due to Contractor, from future invoices submitted by Contractor, or bill Contractor for the cost of repairs.
- 8.3 In addition, the Department, in its sole discretion, may return to Contractor any nonconforming or defective parts or components and require timely correction or replacement of returned parts and components. Contractor must bear full responsibility for risk of loss or damage and full transportation charges.

9.0 MEETINGS

During the Term of the Master Agreement, Contractor may be required to meet with the Department as necessary, in person, by phone, or via video conference. The purpose of these meetings will be to discuss and resolve problems, issues, concerns, readjust assignments, and working schedules to ensure the needs of the Department are met and the terms and conditions of the Master Agreement are adhered to. The Department will notify Contractor, in writing, seven Days prior to the meeting as to the date, time, and location (if applicable) of the meeting.

10.0 QUALITY ASSURANCE

- 10.1 The Department will evaluate Contractor's performance under the Master Agreement using the quality assurance procedures as defined in Paragraph 8.14 (County's Quality Assurance Plan) of the Master Agreement.
- 10.2 Contractor's quality control supervisor or authorized representative must inspect the completed Work and will determine whether the Work has been completed in accordance with manufacturer specifications. All Work must be completed in accordance with accepted practices, safety standards, and Federal Aviation Regulations. All Work documents must be signed by the quality control supervisor or authorized representative verifying the Work meets or exceeds airworthiness standards and the airplane has been returned to airworthy condition.
- 10.3 Contractor must correct defective materials and/or workmanship, at Contractor's expense, prior to payment by the Department for Work performed on a fully executed Work Order.
- 10.4 The Department reserves the right to conduct defect inspections at Contractor's facility.

11.0 CONTRACT DISCREPANCY REPORT (CDR)

- 11.1 The County will notify Contractor, in writing, of any contract discrepancy as soon as possible whenever a contract discrepancy is identified. The problem will be resolved within a period mutually agreed upon by the County and Contractor.

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- 11.2 County Project Manager will determine whether a CDR (refer to Exhibit D to the Master Agreement) will be issued. Upon receipt of a CDR, Contractor is required to respond in writing to County Project Manager within five Business Days, acknowledging the reported discrepancies or presenting contrary evidence. A plan for correction of all deficiencies identified in the CDR must be submitted to County Project Manager within ten Business Days of receipt of a CDR.