

**Oklahoma Department of Mental Health and Substance Abuse Services
Griffin Memorial Hospital (GMH) | Annex | Children's Recovery Center (CRC) |
Central Oklahoma Community Mental Health Center (COCMHC)**

**ELECTRICAL General Maintenance and Repair Service Contract
Statement of Work (SOW)**

Scope of Work

Work includes, but is not limited to providing all labor, materials, equipment, tools and services required to provide complete and professional clean-up as defined within.

Location

<u>GMH</u>	<u>Annex</u>	<u>CRC</u>	<u>COCMHC</u>
900 E. Main Street Norman, OK 73071	2129 SW 59 th ST OKC, OK, 73119	312 12 th Ave NW Norman, OK 73071	900 S. Alameda Norman, OK 73071

General Requirements

1. Serve as the on-call ELECTRICAL contractor for service and equipment failure needs 24/7-365
2. Must be available to address ELECTRICAL service call requests within two (2) hours
3. Repair inoperable equipment, furnishing necessary parts and labor
4. Communicate with facility maintenance staff about any additional issues discovered with the ELECTRICAL equipment during the service call
5. Provide a standard and on-call (after-hours) rate
6. All employees must check-in with Fire and Safety dispatch upon arrival, and check-out upon departure
7. GMH will not pay for mileage to and from work site or time spent off-site (i.e. parts run)

Debris Removal

Debris is defined as anything removed or cut within the scope of the project, as well as any waste material, trash, or non-organic materials within the defined work site.

1. Do not permit debris or unsalvageable material resulting from the work to accumulate on the site
2. Do not dispose of debris in waterways
3. Do not dispose of material on property without the authorized consent of GMH designee
4. Provide for off-site disposal areas
5. Remove all debris and disposal collection areas from facility grounds immediately upon completion of the defined work

Codes and Standards

1. All employees must have a visible vendor/contractor badge while working on property
2. All employees must be provided with appropriate safety gear for the required work and must be thoroughly trained in proper safety practices while engaged on property
3. Comply with regulations of all local, State, and Federal entities during all work to be performed
4. Remain in compliance with all State laws, Federal laws, and OSHA standards
5. All work is to be scheduled with the GMH site manager, or designee, and any alterations to the schedule must be approved by the same person
6. Provide full insurance coverage on all contracted employees assigned to the facility