

## STATEMENT OF WORK

**PROJECT TITLE:** Upgrade Dialysis Suite Finishes  
Building 100 – VA Palo Alto

**PROJECT LOCATION:** Veterans Affairs Palo Alto Health Care System (VAPAHCS)  
Palo Alto Division (PAD): 3801 Miranda Avenue, Palo Alto, CA

**PROJECT NO:** 640-15-136

**PROJECT TYPE:** NRM Project

**DATE:** **UPDATED: January 15, 2015**  
Amendment 1: Changes reflected by “\*\*\*” and in red  
Amendment 2: Changes reflected by “\*\*\*\*” and in blue

### 1. PROJECT DESCRIPTION AND SCHEDULE

- A. PROJECT DESCRIPTION:** Provide complete construction services for renovating specified Dialysis rooms and upgrades to existing location finishes. The project is located at 3801 Miranda Avenue, Palo Alto, California 94304 and as further detailed and required by specifications, work sheets, scope, and attached drawings.
- B. PROJECT CONSTRUCTION SCHEDULE:** Construction services for Project shall be completed within **90** calendar days from “Notice to Proceed” (NTP).

#### Scope of Work – Index:

1. Project Description and Schedule
2. General Requirements
3. Statement of Bid Items
4. Site Conditions & Code Compliance
5. VA Team
6. Abbreviations & Acronyms
7. List of Specifications

#### Attachments:

1. Exhibit 1 Floor Site Plan, Sketches, Drawings, Details  
\*\* Additional Added to Exhibit 1
2. Exhibit 2 Work Plan Spreadsheet
3. Exhibit 3 Additional Product Information PDF Files

The Construction Contractor shall provide construction services as outlined in this Statement of Work document. Construction services shall be provided to the VAPAHCS, located at 3801 Miranda Avenue, Palo Alto, CA 94304, all in accordance with this SOW and contract terms and conditions.

## 2. GENERAL REQUIREMENTS:

1. **\*\*After Hours Work and Scheduling:** Weekend and night work is required for anything disturbing the lobby, active patient areas, and any loud noises/vibrations above limitations in spec section (01 57 19).
2. **\*\*\*B2-101** conference room shall be treated as phased and considered last in the project until staff are able to move from that area to the new suite which is dependent on all work to be done there.
3. **\*\*\*Include half of all new lighting connections to come off of emergency power.**
4. **Repairs:** Repair, patch, and paint any surface disturbed by work in this contract to level 5 wall finishes with three (3) coats of paint see spec section (09 91 00)
5. **Dialysis Water System:** All work impacting the Dialysis Water System including but not limited to, softener, reverse osmosis, water system ("R/O"), filters and mixed bed tanks ("D.I.") shall be FDA certified and approved by manufacturer ("Mar Cor"). Submittals on Dialysis Water Treatment system shall be differed to Mar Cor for approval and commissioning by them.
6. **Sinks and Lavatories:** Provide and install all new sinks and lavatories and associated hardware at ADA/ABA accessible heights and with ADA/ABA accessibility clearances. S.S. casework requires S.S. sinks. All eyewashes are Provide and install hardware for a fully functional sink and/or lavatory including but not limited to:
  - a. New paper towel and soap dispensers matching existing VA models.
  - b. New hardwired motion sensors to equipment emergency power branch.
7. **Light Switches:** All light switches shall be motion sensor and all lighting shall provide three (3) levels of illumination (low-med-high)
8. **Data Receptacles:** All new data receptacles are to be tested and commissioned according to the latest Standards of NEC and VA Palo Alto.
9. **Data Drops:** All new data drops shall be VA Palo Alto standard of 6-plex, 2 spares, 3 data, and 1 phone outlet using CAT 6 cable. See Division 27 specifications.
10. **Doors:** Replace all old original wood doors left by latest Dialysis suite renovation, including door hardware. All door hardware noted in SOW to include hinges, door sweeps, strikes, best locks, S.S. kick plates, closers, door stops, and match existing finishes per newest dialysis renovations. See Door Schedule for more information.
11. **Fixtures and finishes:** Fixtures and finishes provided and installed under this contract shall match those existing in the Dialysis unit. Fixtures and finishes include, but are not limited to:
  - a. Lighting – 2x4 and 2x2 combinations of volumetric troffer recessed LED.
  - b. Ceiling grid and tiles – Contractor shall layout tiles and confirm with COR to match existing layouts.
  - c. Diffusers
  - d. Electrical receptacles and switches
  - e. Data receptacles
  - f. New dialysis door and hardware styles
  - g. Flooring and base (epoxy/welded seam/rubber tile flooring)
  - h. Paint and color
12. **VA Security Measures:** All employees of the general contractor and subcontractors shall comply with the VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.
13. **OSHA Certification:** Prior to commencing work, general contractor shall provide proof that an OSHA certified "Competent Person" (CP) (29 CFR 1926.20 (b) (2) will maintain a presence at the work site whenever the general or subcontractors are present.
14. **Rules of the Station:** Comply with requirements as indicated in specification section 01 00 00 General Requirements specification.
15. **Contractor Training Requirements:**
  - a. All employees of the general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course and/or other relevant competency training, as determined by VA CP with input from the ICRA team.
  - b. Submit training records of all such employees for approval before the start of work.

### 3. STATEMENT OF BID ITEMS:

#### Scope of Work Task List:

##### A. Dialysis Suite General Tasks:

1. Contractor shall caulk all ceiling grid edges through entire dialysis suite.
2. **\*\*Contractor shall install x9 new door closers for B2-109, B2-128, B2-130, B2-132, B2-134, B2-136, B2-138, B2-139, and entrance door.**
3. Contractor shall connect combined public address speakers and fire annunciator system to existing system and tune the system to match existing volume levels and correct levels for dialysis. Contractor shall commission the system with VA engineering and local fire representative and safety present.
4. Contractor shall provide and install new single action eye-wash outside of soiled utility room.
5. Contractor shall install ten corner guards matching existing new dialysis standards throughout suite at specified locations.
6. Contractor shall install new lock and hardware system for glass front entrance that is 7pin and fits best lock cores.
7. Contractor shall replace existing side entrance wooden door matching new standards.
8. Contractor shall paint and repair existing double door near 2C to look new both sides.
9. Contractor shall replace 30 electrical receptacles in suite with new color from black to standard white.
10. Contractor shall provide and connect code blue system to existing B100 system and commission for patient use. Contractor shall include purchase of code blue device that matches existing standards of VA Palo Alto.
11. **\*\*Contractor shall furnish and install a fully functional stand-alone nurse call system. See specification 27 52 23.**
12. **\*\*Contractor shall replace all dialysis station curtain tracks see specification 10 21 23.**
13. **\*\*Contractor shall install new Dialysis hand wash sink and Corian installation between cubicle 1 and 2 matching existing suite standards as rest in the suite. Plumbing will need to be throw slab to lobby.**
14. **\*\*\*Contractor shall install (13) new on/off stainless steel valves for the R.O. product water before the disconnect assembly and shall be FDA certified.**
15. Contractor shall install (12) new emergency single gain 20 amp dedicated circuits to each dialysis cubicle.
16. Touch up paint at various locations throughout suite.
17. Re-label all IT/Telecom faceplates to VA-OI&T jack naming conventions. Re-label patch panels in IT closets. Fire stop conduit cable pulled through OI&T closet to suite. Add and label the C5s on 110 IT block. Label and correct all MATV cable connections to provide no more than three patient televisions on one cable connection. Maximum cable signal is required and matching for all televisions. All thirteen cable televisions shall be independently controlled via the nurse call and remote.
18. Contractor shall install new cabinet door locks for all nurse station cabinets and provide new cabinet doors and door locks on back wall of nurse station.

##### B. B2-100: Office

Contractor shall dispose of and replace all ceiling grid and tiles, lights, switches, door, door hardware, diffusers, electrical and data receptacles and cover plates, patch and repair all walls, paint, relocate ground diffuser to ceiling and repair all wall work to match existing new finishes.

##### C. B2-101: Conference

Contractor shall dispose of and replace all ceiling grid and tiles, lights, switches, two doors, new door frame to hallway, door hardware, wall base, remove and install new S.S. casework and upper cabinets at existing sink location, **\*\*\*contractor shall include new sink and eyewash, include all sink hardware with hard wired motion sensor matching existing dialysis models,** flooring, diffusers, electrical and data receptacles and cover plates, patch and repair all walls, paint, new white board, new 50" TV wall mount and TV cable and power at upper wall height. **\*\*\*Contractor shall incorporate and reconfigure the existing R.O. drain within the cabinet shop drawings and submittal. Sink shall be double with one sink for R.O. drain and the other for hand washing. Shop submittal and field fit shall be submitted to COR. A splash guard between double sink is required. 6' of aluminum raceway for data and electrical is required above sink with GFCI receptacles. Existing drain shall be accessed with opening doors and be concealed under the sink for portable R.O. systems and staff training. \*\*\*Currently B2-101 conference room shall be treated as phased and considered last in the project until staff are able to move from that area to a new location.**

**D. B2-102C: Med Room**

Contractor shall install new porcelain sink (19"x16"x9") in the med room. Include all repairs, patches, painting necessary. Include all sink hardware with hard wired motion sensor matching existing dialysis models. Contractor shall dispose of and replace all electrical and data receptacles and cover plates.

**E. B2-102D: Fellows**

Contractor shall install two new data drops to match new furniture workstation locations shown on the Dialysis floor plan in Exhibit 1. Contractor shall dispose of and replace all electrical and data receptacles, cover plates, and switches.

**F. B2-105: Exam**

Contractor shall dispose of and replace all ceiling grid and tiles, switches, lights, doors, door hardware, casework, wall base, flooring, diffusers, replace all electrical and data receptacles and cover plates, switches, patch and repair all walls, paint, patient curtain and track. Contractor shall replace sink and install new porcelain sink (19"x16"x8"). Contractor shall remove all tub controls and built in wall motion sensor and "Jaron" switch. Cut and cap all unused utilities above ceiling.

**G. B2-106: Office**

Contractor shall replace all electrical and data receptacles, switches, and cover plates.

**H. B2-109: Staff Lounge**

Contractor shall dispose of and replace all ceiling grid and tiles, lights, switches, doors, door hardware, casework to match existing setup and provide new upper cabinets, magazine rack, include new matching sink with battery motion sensor, wall base, flooring, diffusers, electrical receptacles and cover plates, data receptacles and cover plates, patch and repair all walls, and paint. Contractor shall patch and repair all walls and remove empty J-boxes to ceiling.

**I. B2-128: Soiled Utility**

Contractor shall dispose of and replace all ceiling grid and tiles, lights, switches, doors, door hardware, wall base, flooring, diffusers, electrical receptacles and cover plates, data receptacles and cover plates, patch and repair all walls, and provide a level 5 finish, paint, 8' S.S. casework with eyewash and sink to match existing setup, Dispose of and provide replacement for existing foot peddle sink with like or similar. Contractor shall patch and repair all walls and remove empty J-boxes to ceiling.

**J. B2-129: Ante Room**

Contractor shall dispose of and replace all ceiling grid and tiles, switches, lights, doors x2, door hardware x2, diffusers (and floor diffuser), electrical receptacles, switches, and cover plates, data receptacles and cover plates, patch and repair all walls, and paint. Contractor shall install new water tight access panel.

**K. B2-129A: Isolation**

Contractor shall install new patient curtain around toilet, replace existing curtain, new sink and toilet with utilities at standard ground heights, new JBox for Nursecall panic help button at toilet, new sensors for toilet and sink, and provide isolation room sweep for sliding door.

**L. B2-130: Storage**

Contractor shall dispose of and replace all ceiling grid and tiles, switches, lights, doors, door hardware, wall base, flooring, diffusers, electrical receptacles and cover plates, data receptacles and cover plates, patch and repair all walls, and paint. Contractor shall install three corner guards matching to new renovation corner guards. Contractor shall install three new normal power electrical outlets and two new data outlets and remove electrical raceway. Door hardware to replace existing and provide coded number entry hardware.

**M. B2-131: Tech**

Contractor shall dispose of and replace doors, door hardware, diffusers, electrical and data receptacles, switches, lights, relocate one existing data drop.

**N. B2-132: HAC**

Contractor shall dispose of and replace all ceiling grid and tiles, lights, door, door hardware, match existing casework, wall base, flooring tile, wall tile, diffusers, electrical and data receptacles and cover plates, patch and repair all walls, and paint. Install new data drop and install new mop sink and mop rack to match existing.

**O. B2-134: Reuse**

Contractor shall dispose of and replace all ceiling grid and tiles, lights, switches, door, door hardware, S.S casework to new layout, new S.S. sink and accessories, eye-wash, new upper cabinets and shelving above casework, wall base, flooring, diffusers, electrical and data receptacles and cover plates, patch and repair all walls, paint, cut and cap any utilities above ceiling, provide Corian counter top that aligns to new casework countertop finishes and integral matching conditions from dialysis stations, provide Corian counter access to piping, relocate two electrical outlets, provide one new dedicated normal power outlet. Install new GFCI receptacles above casework and two new dedicated normal power outlets. Relocate existing data drops to COR specified locations in field and cap floor drain. Remove all existing wall covering at R.O. system and replace with **\*\*IPC rigid sheet rubrail.**

**P. B2-135: Disinfection**

Contractor shall dispose of and replace doors, door hardware, diffusers, lights, switches, flooring, ceiling grid and tiles, data and electrical receptacles.

**Q. B2-138: Tech**

Contractor shall provide **\*\*IPC rigid sheet rubrail.** at new utility soffit matching like for like to dialysis stations in main dialysis suite cubicles 1-10. Contractor shall dispose of and replace all ceiling grid and tiles, lights, door, door hardware, provide new 16" deep adjustable shelving above soffit and adjacent wall, wall base, flooring, diffusers, electrical and data receptacles and cover plates, patch and repair all walls, paint, cut and cap any utilities above ceiling including electrical and other utilities, install new Corian countertop with access to reach utilities, correct R/O piping and drainage issues by plumbing into dialysis work stations, and install six (6) new dedicated single gain normal power GFCI electrical outlets between each dialysis station in room. Contractor shall provide a drawing and mockup sketch as a submittal to correct this issue.

**R. B2-139: Storage**

Contractor shall dispose of and replace doors, door hardware, lights, switches, electrical and data receptacles and cover plates, flooring, wall base, patch paint and repair walls, **\*\*\*ceiling grid and tiles, diffusers,** adjustable shelving along three walls floor to ceiling 18" deep wall mounted with sets 16" apart floor to ceiling. Contractor shall install new gurney wall guards at gurney rail heights for all walls.

**S. B2-140 & B2-140: Office**

Contractor shall dispose of and replace doors, door hardware, and electrical and data receptacles and cover plates. **\*\*\*Offices will be activated and staff will be using these rooms temporarily. Infection control hard barriers shall be installed to provide access from the hallway to the rooms without interruption. Access to the project site and B2-139 Storage will have to be maintained by the contractor.**

**T. B2-150: Water Treatment**

Contractor shall demolish stainless steel casework and sink. Contractor shall install new free standing sink S.S. sink 16"x16"x 8". Include new sink hardware and custom fit for existing space. Contractor shall install new R.O. waste piping for R.O. machines across back wall to emergency shower location and provide waste disposal piping for three new machines matching existing standards. Contractor shall relocate main disconnect switches away from water sources and emergency shower and install adjacent to B2-150 entrance door when opened. Contractor shall replace room door and door hardware. Contractor shall demolish the existing curb and provide new 2" high bump curb while allowing heavy hand trucks to cross. Contractor shall paint with high durability epoxy black and yellow stripes for safety. Match all flooring work with like. Contractor shall install new sediment tank for R.O. system to help clean water before filters and provide an approved drawing, schematic, and approved deferred submittal to Marcor. All R/O work requires manufacturer schematic drawing and FDA certification following R/O system standard scope for commissioning etc. Contractor shall install code compliant seismic restraints matching similar conditions in B2-150 for new equipment drainage locations and future deionized water tanks. Contractor shall relocate three electrical receptacles near shower to location at each new R/O machine station.

**\*\*\* Contractor shall relocate the emergency shower assembly above new sink location out of grid and make room for (3) portable R.O. machines to go along this wall with drain assembly. The new sink shall include the**

eye-wash integral to it and work with existing conditions. New eye-shall be furnished and installed to accommodate any changes.

#### 16. Site Conditions, Code Compliance:

1. **Construction Documents:** The contractor will be given existing sets of as-built drawings for the site. No actual construction documents are required for the project.
2. **Codes and Design Standards:** Contractor shall bring to the attention of VA any code requirements that may be in question during the construction of the project. The intent is to ensure that the Project meets all current IBC, local, federal, and VA codes, standards, regulations, and ADA requirements. These may include, but are not limited to, architectural, structural, mechanical, electrical, fire, and life safety codes. The AE and VA are required to follow the most stringent and current rules, codes, standards, and regulations; therefore, the AE shall also review all such applicable codes, industry design guides, standards, regulations and policies.
3. **As Built Documents submission:** Contractor shall maintain current as built documents on site throughout the construction period and turn over to the COR at completion of construction.

#### 17. VA Team:

- a. Contractor will work with the following VA personnel managing this Project:
  - i. **Contracting Officer (CO):** The CO shall be responsible for the contractual administration of this Project. All transactions of a legal nature, including contractual agreements, amendments, change orders, etc. shall be approved and processed through the CO.
  - ii. **Contracting Officer's Representative (COR):** The COR shall be responsible for project management on behalf of the VA and will manage this Project on a day-to-day basis to ensure that that the Project requirements are met through construction according to this Scope of Work and the final construction documents. The primary Technical Point of Contact (POC) and Contracting Officer's Representative (COR) is Jon Bassignani (650) 493-5000 @ Ext.62974

#### 18. Abbreviations and Acronyms:

- |    |                |   |
|----|----------------|---|
| a. | <b>CO</b>      | Contracting Officer                           |
| b. | <b>COR</b>     | Contracting Officer's Representative          |
| c. | <b>CP</b>      | Competent Person                              |
| d. | <b>GC</b>      | General Contractor                            |
| e. | <b>NTP</b>     | Notice to Proceed                             |
| f. | <b>POC</b>     | Point of Contact                              |
| g. | <b>SOW</b>     | Statement of Work                             |
| h. | <b>VA</b>      | Veterans Affairs                              |
| i. | <b>VAPAHCS</b> | Veterans Affairs Palo Alto Health Care System |

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