

A. GENERAL INFORMATION

1. Title of Project: Trane chiller maintenance, repair and service.
 - a. Model Number: CVHE050FAC2PB2602CA1
 - b. Serial Number: L83C10838
2. Scope of Work: The contractor shall provide all personnel, supervision, professional expertise, vehicles, tools, materials, services, equipment and quality control to perform service and maintenance on the chiller plants chiller #1 unit. Contractor to:
 - a. Check in with Customer Representative
 - b. Job Safety Audit Check
 - c. Perform Lock Out Tag Out Procedures
 - d. Shut down Trane Chiller
 - e. Evacuate circuit to recover refrigerant
 - f. Recover refrigerant into recovery vessels per the EPA's recommendations
 - g. Complete verification of refrigerant charge
 - h. Remove the condenser head from chiller
 - i. Clean the condenser tubes
 - j. Remove the old condenser O rings
 - k. Replace with new condenser O rings
 - l. Remove the old oil filter and gasket
 - m. Replace with new oil filter and gasket
 - n. Leak check and evacuate.
 - o. Return recovered refrigerant back into system
 - p. Remove lock out/tag out
 - q. Start up and complete operational check out
 - r. Complete Refrigerant Activity Report
 - s. Clean up work area
 - t. Complete required paper work
 - u. Check out with Customer Representative.
 - v. Exceptions
 - i. Parts other than listed
 - ii. Repairs other than specified
 - iii. Refrigerant
3. Background: The VAMC (ECHCS) has one main campus located at 1055 Clermont Street, Denver, CO.
4. Place of Performance: Building 1 chiller plant. 1055 Clermont St, Denver Co. 80220

B. CONTRACT AWARD MEETING

1. The contractor shall schedule, in advance, all work to be performed with the COR to prevent interference with other contract performance and Medical Center activities.

C. SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES

1. RESPONSIBILITIES OF THE CONTRACTOR

- Contractor to provide, and review with the COR, all reports and findings. A suggested follow-up summation to be reviewed by COR and contractor.

E. GOVERNMENT RESPONSIBILITIES

1. Notification of Non-Compliance: The COR will notify the Contractor of any detected non-compliance with the foregoing requirements. The Contractor shall take immediate corrective action after receipt of such notice. Such notice, when delivered to the Contractor at the work site, shall be deemed sufficient for the purpose of notification. If the Contractor fails or refuses to comply promptly, the Contracting Officer may issue an order ceasing all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to such cessation direction shall be made the subject of claim for extension of time for excess costs or damages by the Contractor.
2. The VA shall provide, to the contractor's authorized personnel, access to the equipment and adequate working space during the periods which the contractor has scheduled with the VAMC to perform service.
3. The VA shall operate the equipment in the environment for which it is intended as it relates to temperature and humidity as required by manufacturer's specifications.

F. CONTRACTOR RESPONSIBILITIES

1. SAFETY AND ENVIRONMENTAL PROTECTION

The Contractor shall be responsible to ensure all work shall be done in a manner that safeguards all VA visitors, employees, and public. The Contractor shall be solely responsible for any and all actions initiated and/or completed by his/her employees. Furthermore, the contractor and his/her employees shall have a clear understanding of, and be sensitive to, such environmental issues as ground water contamination, wetlands, etc., and be consistent and fully compliant with all applicable Federal, State, County and City laws, ordinances, Right-to-Know laws, EPA guidelines, and regulations.

Matters related to safety, and any actions of the Contractor shall meet all safety

requirements, Department of Veterans Affairs, OSHA, and the State. It is incumbent upon the Contractor to be familiar with these requirements. All hazardous materials shall be handled, stored and used in accordance with applicable NFPA, OSHA, and EPA standards appropriate for each material. An inventory of hazardous materials will be completed quarterly and a copy will be available on site for COR review. Current Material Safety Data Sheets will be kept on hand for all materials.

Adequate warning devices, barricades, or other necessary precautions shall be provided by the Contractor at all work sites to eliminate hazards and for the protection, safety, and warning of all public visitors, pedestrians, cemetery employees, and vehicular traffic within the area.

Spill Prevention, Containment, and Clean-up: The Contractor shall contain, clean up, and report all spills on Government property in a manner that complies with all applicable Federal, State, and Local laws and regulations or otherwise stated herein, and the installation spill control plan at no cost to the Government.

2. FIRE SAFETY

Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.

1. National Fire Protection Association (NFPA):
 - a. Standard for Portable Fire Extinguishers
 - b. Flammable and Combustible Liquids Code
2. Occupational Safety and Health Administration (OSHA)
 - a. 29 CFR 1926, Safety and Health Regulations for Construction

Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926.

Means of Egress: Do not block exits for occupied buildings, including paths from exits to roads. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.

Flammable and Combustible Liquids: No flammable and combustible liquids shall be stored within the Medical Center property. [Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.]

Smoking: Smoking is prohibited except in designated smoking rest areas approved by the COR.

3. OPERATIONS AND STORAGE AREAS

Working space and space available for storing materials will only be available at the approval of the COR or Contracting Officer. If approved, the location is to be where approved by the COR or where shown on drawings as the "Contractor Staging Area". It is understood the VA will not be held responsible for any damage to the Contractor's equipment, materials, supplies or the like which may result from vandalism, theft etc. while on site. Contractor shall base operations out of this staging area, using it for materials and equipment storage, administration, employee parking, employee lunch/break area, etc.

The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the COR or Contracting Officer. Do not store materials and equipment in other than approved areas. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.

The Contractor shall, under regulations prescribed by the Contracting Officer or COR, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the COR or Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.

Execute work in such a manner as to interfere as little as possible with work being done by others. To minimize grounds maintenance activity interference with flow of Medical Center traffic, keep roads, walks and entrances to grounds, parking and occupied areas of buildings clear of materials, debris and standing equipment/vehicles at all times. At least one lane must be open to traffic at all times.

Coordination of work with COR or authorized designee: The Contractor shall cooperate and coordinate with the COR or authorized designee, in arranging schedule to cause the least possible interference with Medical Center activities.

4. PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

Damage to Government property: The Contractor (including his or her employees, subcontractors, consultants or the like) shall be responsible for repair or replacement of any contractor damaged Medical Center structure, to include: turf, curb, road pavement, valve boxes, trees, plant beds, etc, which are chipped, marred, damaged and/or ruined at the fault of the Contractor. The Contractor shall bear all costs associated with replacement and reinstallation. Any such

damage shall be brought to the immediate attention of the COR prior to repair, replacement, or installation.

The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site that are not to be removed and which do not unreasonably interfere with the work required under this contract. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and remove and properly dispose of from the site as defined herein.

The Contractor shall protect from damage all existing turf and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall immediately notify the COR of any such occurrence and repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

Protection of Existing Utilities: Contractor shall be responsible for damages to utilities, above and below ground.

5. WORK PERFORMED BY OTHERS ON SITE

The Government may undertake or award other contracts for additional work at or near the site of work for this contract. The Contractor shall fully cooperate with any other contractors and with Government employees and shall carefully adapt scheduling and performance of work, and needing any direction, it shall be provided by the COR. The Contractor Supervisor shall be responsible for reporting to the COR any problems or questions that may arise with any other personnel on site during the period of performance of this contract. The Contractor Supervisor shall not take it upon him or herself to resolve any problems or issues with other on-site contractors or employees, but rather will leave it to the COR to resolve the issue.

6. SUPERVISION:

Contractor Supervisor: A competent and experienced English-speaking Contractor Supervisor shall be provided by the Contractor whenever work is being performed. The Contractor Supervisor must have not less than five (5) years' experience as a direct supervisor of grounds maintenance operations that included pre- and post-emergent and fertilizer application to industrial, commercial or public sites. The Contractor Supervisor shall ensure all specifications are being met, ensure contract work does not conflict with

ceremonies and funerals, and ensure employees are adequately supervised and proper conduct is maintained.

In the absence of the Supervisor, the Contractor shall appoint an English-speaking crew foreman or an employee who shall be responsible to insure that the work is being accomplished in an expeditious manner, is performed in accordance with the contract specifications and that the work will progress without undue delay.

7. EMPLOYEE REQUIREMENTS

The Contractor shall be responsible to ensure Contractor employees providing work on this contract are fully trained and completely competent to perform the required work. All contractor personnel/technicians will have successfully completed service and training from the manufacturer or a manufacturer accredited school and will have acquired a minimum of three (3) years' experience on the equipment to be maintained. A list of contractor personnel and proof of this accomplished training will be provided to the Contracting Officer prior to award of a contract, and upon change in contractor personnel during the course of the awarded contract. This documentation will be provided and approved of prior to the performance of any maintenance and/or repairs under this contractor by contractor personnel.

Should the need arise for unlisted, unproved contractor personnel to provide maintenance and/or repair on Government owned equipment, the contractor will email a copy of the above required documentation to the Contracting Officer simultaneously, prior to the performance of said work.

No unqualified individual will be allowed to perform maintenance and/or repair of any equipment under this contract. Technician trainees or other unqualified individuals may assist or observe only, however, may not be allowed to do so if their presence delays the progress of the work to be accomplished. **The Government will NOT pay for unqualified individuals or technician trainees present.**

Person Protective Equipment (PPE): Contractors and their subcontractors of any tier are required to wear personal protective equipment (PPE) in accordance with OSHA Act, 1971 and other Federal, State and Local regulations. Personnel observed in violation of these regulations may be subject to removal from the medical center. The Government assumes no responsibility for injury of contract personnel or subcontractors of any tier if the injury is a direct result of noncompliance or disregard for these regulations.

Labor Force and Equipment: Contractor shall be responsible to provide all labor and equipment as necessary to meet deadlines. The Contractor will provide all necessary resources to complete the efforts assigned under the scope of this contract.

Employee Listing: The Contractor shall maintain and provide the COR a current list of all employees on site including subcontractor personnel. The list shall include the employee's name, job title, and driver's license number.

Employee Identification: The Contractor's employees shall wear visible identification at all times while on the premises of the Medical Center. This could be in the form of a company shirt which displays the company name and/or logo or by some other means suitable to this type of work.

Contractor personnel shall park only in the COR approved area identified for this project. Workers are not allowed to park throughout the Medical Center.

The Contractor shall be responsible to ensure that his/her employees (including contractor's consultants, subcontractors, etc.) are aware of all the terms and conditions regarding their performance and conduct during the performance period of this contract.

Possession of weapons is prohibited. Enclosed containers, including tool kits, shall be subject to search. Violations of VA regulations may result in citation/summons answerable in the United States (Federal) District Court, or other appropriate agency/jurisdiction.

8. PERMITS AND LICENSES

The Contractor shall be responsible for obtaining all necessary and current licenses, permits, vehicular insurance and registration, Workman's Compensatory Liability Insurance, property liability insurance etc., prior to the commencement of work. The contractor shall provide the Contracting Officer copies of these required documents with his/her proposal or at other times where the COR deems necessary during the duration of the project.

9. CONTRACTOR-FURNISHED ITEMS

The Contractor shall be responsible for supplying all equipment, personnel, tools, supplies and materials necessary to perform the services required by this contract. Contractor-furnished items necessary to perform work as required under this contract shall be furnished, maintained and operated by the contractor and shall be consistent and fully compliant with all applicable OSHA, Federal, State, County, City laws, ordinances and regulations.

The Contractor shall be responsible for the supply, maintenance and repair of all contractor-owned equipment. This includes, minor maintenance/repair and minor operating parts for equipment to keep all equipment in good operational condition throughout the period of performance of this contract. No contractor equipment maintenance repairs of any kind can be done on Medical Center property without

the COR(s) approval.

The Contractor shall be responsible for ensuring that all of his/her motor vehicles and equipment meet State inspection, safety, licensing, registration, and insurance requirements.