

**Department of Veterans Affairs
VA Northern California Health Care System
10535 Hospital Way
Mather, CA 95655**

Scope of Work Rev. 1 (2-26-16)

Repair SMC BLDG 722 and BLDG 802, ROOF

Project # **612A4-15-014**

1. GENERAL

- 1.1 The intent of this project is as follows: Remove, repair, and replace roofing materials and faulty sub materials on Bldg 722 and Bldg 802 at the Mather V.A. campus. **The new roof shall be a cold applied with PVC overlay roof material.**
- 1.2 The work site is located at the Sacramento V.A. Hospital, 10535 Hospital Way, Mather Ca., 95655.
- 1.3 All work shall comply with all applicable International building codes, and V.A. specifications.
- 1.4 The government representative for this project will be Mr. Jimmy Tran (916) 843-9129. All on-site visits and work must be coordinated through the representative.
- 1.5 Final payment will not be made on any project without the approval of the Gov Rep.
- 1.6 All drawing or specification reviews, and/or construction conflicts will be resolved by the Gov rep. Any professional inspections or testing provided by the contractor are for information purposes only- all final determinations are to be made by the Governments COR.
- 1.7 Period of performance is 90 days

2. PROJECT REQUIREMENTS

- 2.1 Provide a safety plan (to include egress routes) in compliance with FED OSHA regulations prior to the start of work.
- 2.2 Provide a work schedule in Microsoft Project that reflects a phasing plan
- 2.3 The re-roof project for **Bldg 802 & Bldg 722 will require evening/night time shifts (5:00 PM-2:00AM)** due to the audiology testing services in Bldg 802 and other patient services being performed in Bldg 722 Monday-Friday from 8:00 AM -4:30 PM.
- 2.4 Provide identification badges to all employees and subs; ensure they are worn at all times.
- 2.5 Submittals on roofing materials and MSDS of same are required before the start of construction.
- 2.6 Keep copies of MSDS sheets relevant to all products used on the job at all times.
- 2.7 Inform the COR and CO via e-mail of dates of hot work (in any) at least two weeks in advance.
- 2.8 Prior to commencing work, the general contractor shall provide the name and proof of qualification of the OSHA designated “competent person” (CP) (29 CFR 1926.20(b)(2) that will maintain a presence at the work site whenever the general or subcontractors are present.
- 2.9 Follow the requirements of any local approved written ICRA by the COR.
- 2.10 Provide and maintain fire extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.

3. PRE-WALK

- 3.1 The contractor is required to do a pre-bid walk that includes a visual inspection of the roof.
- 3.2 Inspection of the roof should include observing mech equipment so a plan of action may be formalized regarding phasing to ensure work does not impact patient care.
- 3.3 The job site inspection must also assess any access or disposal issues.
- 3.4 In the event the contractor needs to modify the materials or processes used to provide the warranty, these changes must be requested in writing and reflected in the proposal.

3.5 No change request will be considered for any existing condition that could be reasonably observed at the job walk.

4. DEMO

- 4.1 Fence-off all working areas that are in pedestrian traffic.
- 4.2 Stage work vehicles in approved locations.
- 4.3 Secure AC units, exhaust fans, and other equipment in accordance with approved plan.
- 4.4 Remove all debris from roof.
- 4.5 Remove existing membrane and felt from roof to expose decking
- 4.6 Clean entire surface of roof.
- 4.7 Walk roof with COR to ascertain any areas of faulty sub materials that show deflection.
- 4.8 Remove and replace any visually damaged BUR or sub-material up to 1200sf, as approved by the COR.
- 4.9 Repair any damaged mechanical curbs up to 320lsf, as approved by COR.
- 4.10 Re-route any equipment drains that dump water on the roof, ensure all work is in accordance with VA specs and IBC.

5. MATERIALS AND INSTALLATION

Contractor shall:

- 5.1 Submit materials in accordance with spec section 07 51 00.13
- 5.2 Ensure materials are installed in accordance with manufacturer's directions.
- 5.3 Be solely responsible for the quality of work and warranty.
- 5.4 Transport, maintain, and store materials in accordance with manufacturer's requirements.
- 5.5 Submit a materials plan (crane, elevator, helicopter, etc.) to COR for approval.
- 5.6 Submit any calculations and safety diagrams required in accordance with material handling procedures.
- 5.7 Bid on demo and material supply work to be performed after hours.
- 5.8 Perform work in a manner that minimizes patient care impact.

6. FINAL

- 6.1 Remove all debris and clean up site.
- 6.2 Request final inspection from COR.
- 6.3 Project is not considered complete until COR approves completion.

7. RECORDS MANAGEMENT

- 7.1 Citations to pertinent laws, codes and regulations such as 44 U.S.C chapters 21, 29, 31 and 33; Freedom of Information Act (5 U.S.C. 552); Privacy Act (5 U.S.C. 552a); 36 CFR Part 1222 and Part 1228.
- 7.2 Contractor shall treat all deliverables under the contract as the property of the U.S. Government for which the Government Agency shall have unlimited rights to use, dispose of, or disclose such data contained therein as it determines to be in the public interest.
- 7.3 Contractor shall not create or maintain any records that are not specifically tied to or authorized by the contract using Government IT equipment and/or Government records.
- 7.4 Contractor shall not retain, use, sell, or disseminate copies of any deliverable that contains information covered by the Privacy Act of 1974 or that which is generally protected by the Freedom of Information Act.
- 7.5 Contractor shall not create or maintain any records containing any Government Agency records that are not specifically tied to or authorized by the contract.

7.6 The Government Agency owns the rights to all data/records produced as part of this contract.

7.7 The Government Agency owns the rights to all electronic information (electronic data, electronic information systems, electronic databases, etc.) and all supporting documentation created as part of this contract. Contractor must deliver sufficient technical documentation with all data deliverables to permit the agency to use the data.

7.8 Contractor agrees to comply with Federal and Agency records management policies, including those policies associated with the safeguarding of records covered by the Privacy Act of 1974. These policies include the preservation of all records created or received regardless of format [paper, electronic, etc.] or mode of transmission [e-mail, fax, etc.] or state of completion [draft, final, etc.].

7.9 No disposition of documents will be allowed without the prior written consent of the Contracting Officer. The Agency and its contractors are responsible for preventing the alienation or unauthorized destruction of records, including all forms of mutilation. Willful and unlawful destruction, damage or alienation of Federal records is subject to the fines and penalties imposed by 18 U.S.C. 2701. Records may not be removed from the legal custody of the Agency or destroyed without regard to the provisions of the agency records schedules.

7.10 Contractor is required to obtain the Contracting Officer's approval prior to engaging in any contractual relationship (sub-contractor) in support of this contract requiring the disclosure of information, documentary material and/or records generated under, or relating to, this contract. The Contractor (and any sub-contractor) is required to abide by Government and Agency guidance for protecting sensitive and proprietary information.