

**VA CENTRAL CALIFORNIA HEALTH CARE SYSTEM
FRESNO, CA**

Replace Exterior Signage

Project # 570-15-100

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1. INTRODUCTION

A. This Statement of Work (SOW) defines the work activities, deliverables, and timelines a vendor must execute in performance of specified work for a client. The vendor for this SOW shall be a Construction firm, hereafter collectively referred to as the Contractor. The client for this SOW document shall be: The VA Central California Healthcare System located at 2615 E. Clinton Ave, Fresno, CA 93703-2223. The key contacts are as follows:

Denise Groves, CO denise.groves@va.gov (559) 225-6100 x6932
Tom Shennan, COR tom.shennan@va.gov (559) 225-6100 x4350

- B. This SOW includes detailed requirements with standard regulatory and governance terms and conditions.
- C. The Contractor shall perform all work outlined in the Construction Drawings (Appendix A), Construction Specifications (Appendix B), Replace Exterior Signage Electrical (Appendix C), and this SOW document. These documents will be collectively referred to as the Construction Documents.
- E. The Contractor shall submit to the VA a Quality Assurance/Quality Control (QA/QC) plan. The development of the QA/QC plan shall be prepared in accordance with the section 01 00 10 Contractor Quality Control of the Construction Specifications. The QA/QC program and the designated QA Officer shall be approved by the VA before concept development meetings are scheduled.
- F. The Contractor shall provide all the necessary services required to include the following:
- i. Tools, equipment, materials, labor, transportation, per diem, and incidentals.
 - ii. Project management, supervision, administrative support, testing, analyses, specialty services, and specialized expertise to accomplish all items and requirements outlined in this SOW.

2. PROPOSAL REQUIREMENTS

- A. A proposal shall be submitted in accordance with VAAR 836.606-71, on VA Form 08-6298 "Fee Proposal", Parts I through III along with the certification. Form may be accessed electronically at: <http://www4.va.gov/vaforms/medical/pdf/vha-10-6298.pdf>.
- B. If you have difficulties accessing this internet address, please contact the Contracting Office, and a copy of the form will can be sent to you via email and/or by mail. Proposals shall be received by the due date stipulated.
- C. Technical and Cost sections of the proposal will be evaluated independently. Carefully follow proposal submission instructions stipulated. Offeror shall include all required Representations and Certifications; and acknowledge receiving any/all amendments by number.

- D. If determined to be necessary, proposal revisions will be requested from the offeror after receipt. The Contracting Officer will make any such request.

3. SCOPE OF WORK

- A. This project will replace the exterior signage at the VA Central California Health Care System campus in Fresno California. The purpose of this project is to improve way finding, and aesthetic appeal at the Fresno VA Medical Center.
- B. The scope of work to be performed includes the removal and demolition of existing signs, fabrication and installation of new signs, and design-build features.

i. Removal and Demolition of Existing Signs:

- a) The Contractor shall perform a pre-bid review to verify the extent of sign removal and demolition requirements.
- b) The Contractor is responsible for removing all existing signs designated for demolition or replacement. The Location Plans and Sign Schedule included in the Construction Drawings provide designations for the signs to be removed.
- c) All existing entry appliques, existing entry signs, and existing wall mounted signs including the associated mounting hardware and adhesive residue are to be removed.
- d) Post and panel and post and cabinet direct embedded signs shall be completely removed above and below grade.
- e) All sign components recovered from demolition efforts shall be removed from the site and discarded by the Contractor.
- f) Electrical disconnections required for the removal of signs will be coordinated with the VA COR 5 days in advance of the date work is to be performed.
- g) The Contractor is responsible for repairing interior walls to match surrounding walls and for the replacement or repair of all landscaping and hardscaping damaged during demolition.

ii. Fabrication and Installation of New Signs:

- a) The Contractor shall perform a pre-bid review to verify the extent of sign fabrication and installation requirements.
- b) The Contractor is responsible for coordinating the Sign Type Drawings, Technical Specifications, and Message Schedules included in the Construction Drawings with a sign fabricator to achieve the required fabrication details for each sign. The VA will not accept signs that deviate from the design intent, features, layout, and materials established in the Construction Documents.

- c) The Contractor is responsible to providing and installing all components required for managing the Electronic Message Center (EMC) message in signs xA1 and xJ2 from a stand-alone computer. The Contractor shall:
 - i. Provide one fully functional, brand new, stand-alone laptop computer complete with standard accessories.
 - ii. Provide the software required to interface the stand-alone laptop computer with each EMC.
 - iii. Provide and install all components required to establish wireless communication between the stand-alone laptop computer and each EMC with 1500 foot minimum line of sight capabilities.
 - iv. Provide and install all components required to support direct connection of the laptop to the EMC at the signs location via an Ethernet cable as an alternate method of communication.
 - v. ***Installer Note:*** *At no time shall the stand-alone laptop computer be given access to the VA's network via wifi or hard line connection. This stand-alone laptop computer's single mission will be to interface with each EMC built into signs xA1 and xJ2. At no time shall any Contractor associated with the project be given access to VA's network.*
- d) The Contractor is responsible for providing the VA COR with the stand-alone laptop computer and software required to manage each EMC no less than 4 weeks in advance of the Contractors demonstration of sign functionality to VA.
- e) Prior to fabrication of any sign the Contractor shall present all colors proposed for the signs to the VA COR for approval.
- f) The Contractor is responsible for the proper packaging, transportation, and staging of all new signs at designated areas on the VA Fresno Campus. The Contractor will be responsible for the replacement of new signs damaged during transport and/or installation activities.
- g) The Contractor must gain approval from the VA COR for all sign locations and orientation prior to installation.
- h) The Contractor shall install all signs level and plumb.
- i) The Contractor is responsible for determining the location of and installing all new underground utilities.
- j) Upon completion of installation the Contractor will ensure each sign is cleaned free of all markings. All soil, flower beds, asphalt, and concrete disturbed or removed during the installation of signs and sign electrical systems shall be restored to pre-construction conditions.

iii. Design-Build Features:

- a) The Contractor is to design and provide stamped engineering drawings from a registered structural engineer for all concrete base construction and all sign post installation in accordance with the highest industry standards.
 - i. **Fabricator Note:** Sign xA2, xA3, and xD1 shall deviate from the Technical Specifications section of the Construction Drawings and shall incorporate internal illumination. Ensure concrete base design accounts for the electrical requirements.
- b) The Contractor is to design and provide stamped engineering drawings from a registered structural engineer for all high wall illuminated sign mounting applications in accordance with the highest industry standards.
- c) The Contractor is to design and supply electrical engineering details for all illuminated signs.
 - i. **Fabricator Note:** Sign xA2 and xA3 shall be fabricated to the dimensions established in the Technical Specifications section of the Construction Drawings for sign xA2 and sign xA3 respectively; however the "EMERGENCY" message portion of each sign shall be internally illuminated. Design and Fabricate sign xA2 and sign xA3 as UL approved cabinets to match the Specs found in Part A of the Technical Specifications section of the Construction Drawings for sign xA4.
 - ii. **Fabricator Note:** Sign xD1 shall be fabricated to the dimensions established in the Technical Specifications section of the Construction Drawings for sign xD1; however the entire sign message shall be internally illuminated and shall have halo perimeter lighting. Design and Fabricate xD1 as a UL approved cabinet to match the Specs found in Part A of the Technical Specifications section of the Construction Drawings for sign xA1 with the exception the electronic message center.
- d) The Contractor is to design and supply engineering details for all sign type installation methods including low wall sign installation, cabinet sign with concrete base installation, double post installation, and single post installation.
- e) Three (3) weeks prior to fabrication the Contractor is to supply shop drawings of each sign type to the VA COR and Architect for review and approval.

4. PRE-EXISTING CONDITIONS

A. Underground Utilities:

- i. The VA makes no guarantees that the underground utilities identified in as-built drawings supplied by the VA (Appendix E) comprise all such utilities in the area, either in service or abandoned.

- ii. The VA has not physically located all underground utilities affected by this project and does not warrant that the underground utilities shown on any as built drawings supplied by the VA are in the exact location indicated.
- iii. The VA advises the Contractor to utilize hand-digging methods and/or hire a utilities locator to verify the existence and locations of existing utilities at no additional cost to the government.
- iv. The contractor shall repair any damages which occur to the existing utilities in the course of their work. Such repairs shall be carried out to "like new" condition, and at no additional cost to the government.

B. Masonry:

- i. High wall illuminated signs may not be permanently attached to the 4 ½" terra cotta or terrazzo tile and grout layer found on Building 1.
- ii. High wall illuminated signs shall be engineered to attach to structural concrete found beneath the 4 ½" tile and grout layer.
- iii. The Contractor is responsible for color matching exterior and interior wall surfaces found behind existing signs to be demolished. This requirement includes color matching the exterior wall surface behind and adjacent to all high wall illuminated signs with the primary wall color.

C. Electrical:

- i. The Contractor shall evaluate electrical systems within the project area impacted by the project as required. Modifications to existing lighting systems and installation of low-voltage circuit(s) will be required.
- ii. The Contractor is to coordinate all electrical connections and disconnects with VA COR. Verify the proper point of connection for new electrical systems with the VA COR prior to installation. Refer to Replace Exterior Signage Electrical (Appendix C) of the Construction Documents for determining the electrical point of connection for each illuminated sign.
- iii. The Contractor is responsible for verifying the voltage at the electrical point of connection for each EMC/illuminated sign and coordinating installation of the required components accordingly. The Contractor is to provide and install, for each illuminated sign with or without an EMC, the components required to transform the existing supplied voltage into the required voltage or illumination and EMC's that are compatible with the existing supplied voltage. Additionally, the contractor shall verify that impacted electrical systems are capable of handling the additional load for each modified or newly installed circuit.

- iv. The Contractor is responsible for color matching all exposed new and existing conduit runs, utilized for this project, to surrounding exterior wall colors.
- v. Contractor will demonstrate full functionality of signage lighting and EMC's to VA personnel.

5. CONSTRUCTION DURATION AND WORK HOURS/DAYS

- A. The total contract duration shall be 275 consecutive calendar days from issuance of the Notice to Proceed.
- B. Normal work hours for the contract are from 8:00 AM to 5:00 PM, unless specifically noted otherwise. The contractor may request alternate working hours or additional working hours to meet project requirements. Requests shall be made to the Contracting Officer Representative (COR) in writing. The work week shall be defined as Monday through Friday with the exceptions of the following listed holidays or the days observed in lieu thereof by the Department of Veterans Affairs:
 - i. New Year Day
 - ii. President Day
 - iii. Martin Luther King's Birthday
 - iv. Memorial Day
 - v. Independence Day
 - vi. Labor Day
 - vii. Columbus Day
 - viii. Veterans Day
 - ix. Thanksgiving Day
 - x. Christmas Day
 - xi. Other days specifically declared by the President of the United States to be National Holiday will be declared.
- C. Requests to work on the listed holidays shall be made in writing to the COR, 5 working days in advance.

6. SUBMITTALS AND REQUESTS FOR INFORMATION (RFI)

- A. The Contractor is responsible for the timely submission of all submittals, shop drawings, and coordination drawings in accordance with the Construction Documents. The Contractor shall allocate a minimum of fifteen (15) calendar days for the VA to conduct its evaluation of all submittals. The contractor is responsible for all time delays associated with submittals

requiring re-submission.

- B. The contractor shall allocate a minimum of fourteen (14) calendar days for the VA to respond to Requests for Information (RFI). The contractor shall submit RFI's as early as possible. The contractor is responsible for the coordination of all Contract Documents. All time delays associated with the failure to timely submit RFI's related to the Contract Documents shall be the responsibility of the contractor.
- C. Contractor's Requests for Deviation (RFD) shall be submitted for the VA's consideration a minimum of twenty-one (21) calendar days in advance of the requested response date. The VA reserves the right to deny requests for deviation at any time regardless of reason. Request for Deviation responses, may include necessary consideration to the government as terms of approval.

7. CONSTRUCTION PHASING

- A. The contractor is responsible for the phasing of the project as to minimize disruption of hospital operations. The work activity will be performed in a functioning hospital environment, which will remain operational during the project duration.
- B. The contractor shall provide the VA with detailed vehicular/pedestrian detour plans for each phase of the project. Additionally, the contractor shall provide and install temporary wayfinding signage in the affected areas during the project.
- C. Contractor shall submit a project construction phasing plan within twenty-one (21) calendar days of the Notice to Proceed. The phasing plan shall identify each phase of work and the sequence of work activities to be performed in each phase.
- D. Detailed Individual phasing plans shall be submitted to include sequence of work activities, safety and security measures to be taken, contingency plans, milestone dates, and will identify tasks on the critical path. The individual phasing plans shall be submitted a minimum of twenty-one (21) calendar days in advance of each phase of work.

8. PROGRESS PAYMENTS

- A. The contractor shall submit a Schedule of Values to the VA for review and approval within seven (7) calendar days of the Notice to Proceed. The Schedule of values shall be itemized in accordance with the project specification divisions. Line items shall also be developed for individual General Requirements components including but not limited to submission and approval of as-built documentation and Operation and Maintenance (O&M) Manuals.
- B. Progress payments applications may be submitted to the VA on regularly scheduled intervals and must be reviewed and returned with approval signature prior to submission for payment.
- C. Progress payments will be reviewed contingent on the following being completed at the time of submission:
 - i. Two (2) sets of As-built red marked drawings shall be current and available on the

project site for review by the COR.

- ii. Waste Manifests for the progress payment interval shall be submitted to the COR.
 - iii. Certified payroll for the progress payment interval shall be submitted to the COR.
 - iv. The project schedule with Critical Path identified shall be current (no more than 5 calendar days behind schedule). A revised schedule shall be submitted to the COR and Contracting Officer to identify measures planned to become in compliance with the Contract Duration limitations.
 - v. Contractor daily logs and Quality Control plans during the interval of the progress payment shall be up to date.
 - vi. Punch-list and re-work items identified by the VA or through the Contractors Quality Control plan shall have been corrected and documented or a written action plan shall be provided to identify method and date of corrective action plan.
 - vii. All safety deficiencies shall have been corrected and documented before progress payments are approved.
- D. Failure to comply with any of the above will result in the rejection of the contractor's request for progress payment review. The VA will review requests for payment only after the Contractor is in compliance with each of the above items.

9. ADDITIONAL REQUIREMENTS

A. Safety, Security, and Infection Control:

- i. The contractor is required to comply with all facility safety, security and infection control policies.
- ii. A Preliminary Infection Control Risk Assessment (PICRA) is provided for interior and exterior project activities (Appendix D) as a reference for the Contractor. The VA reserves the right to upgrade the requirements of the ICRA as construction activities progress and new risks are introduced.

B. Permitting:

- i. The contractor shall obtain any street closure permits as required for the project, at no additional cost to the government.

C. Services:

- i. The contractor shall engage and provide any required professional services for the execution of the project; such as, engineering, consulting, surveying etc., at no additional cost to the government.

D. Warranty:

- i. A two year warranty will be provided for sign materials and fabrication (electrical excluded).
- ii. A five year warranty will be provided for sign illumination components.
- iii. A one year warranty will be provided for sign installation.

10. DEFINITIONS

- A. Contract Documents: All documents included and referenced in the executed contract. This includes the contract and references and the construction documents.
- B. Construction Documents: All documents which identify the scope of work to be performed by the contractor. This includes the construction drawings, the specifications, the scope of work and all references included in the above documents.
- C. Contracting Officer (CO): The services to be performed under this contract are subject to the general supervision, direction, control and approval of the Contracting Officer.
- D. Contracting Officers Representative (COR): The Contracting Officer's authorized representative at the construction site. His/her duties include surveillance of all construction work to assure compliance with the contract documents, Interpretation of contract documents and the final approval authority on the project remain with the CO.

11. APPENDIX LIST

- A. **Appendix A:** Construction Drawings
- B. **Appendix B:** Construction Specifications
- C. **Appendix C:** Replace Exterior Signage Electrical
- D. **Appendix D:** PICRA
- E. **Appendix E:** As-Built Drawings