

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

Scope of Work

Bldg. 700, 4th Floor Renovation, SMC
Project # 612-12-112

1. GENERAL

1.1 The project is located in the 4 floor of building 700 at the VA Mather campus.

1.2 The construction project includes the renovation of existing patient rooms into 25 step down units, including telemetry monitoring, nurse work stations, conference rooms, family day room, staff lounge, office and storage areas.

1.3 The construction will require 3 phases in order to maintain the sleep study area (north portion of building) and 3 recovery units fully operational (southwest corner of building). Contractor shall coordinate with the owner to minimize the disruptions to the other phased areas to keep them operable during construction.

Phase 1 - 13 step down units and center area of building including diverse administrative and conference areas, nurse work stations, utility rooms, telemetry monitoring, electrical and tele/data rooms and storage areas (center and south portions of building).

- a. Phase 1A: Complete demo and construction of 4 Patient Rooms. After completion, the contractor will allow for a 2 month testing period with VA medical staff.
- b. Phase 1B: During this 2 month Testing period, the contractor shall continue with the renovation of the 4th floor core spaces.
- c. Phase 1C: Contractor shall complete the reminder of Phase 1 patient rooms after 2 month testing period has concluded.

Phase 2 - 1 step down units and 2 isolation rooms, 1 nurse station, staff lounge, family day room (southwest corner of building)

Phase 3 - 9 step down units, associated nurse stations and storage areas.

The construction contract will have three (3) separate phases, each having its own period of performance and Notice to Proceed (NTP). The total Period of Performance for all three (3) phases will be four hundred eighty five (485) calendar days. Phase 1 will be comprised of two hundred ten (210) calendar days. Phase 2 will be comprised of one hundred twenty five (125) calendar days. Phase 3 will be comprised of one hundred fifty (150) calendar days.

2. PROJECT REQUIREMENTS

The contractor will follow interim life safety measures (ILSM) implementation during construction for phasing diagrams, code compliance, egress plans, construction barriers and coordinate all utility shutdowns that may impact hospital functions with the COR, the VA safety officer and the VA infection control requirements.

1. Piping Systems:

- a. New plumbing fixtures throughout the renovation area will be provided as identified on the drawings and specifications and they will be connected to the existing utilities.
- b. Existing plumbing distribution lines throughout the floor will be reused. It is not anticipated to increase the size of the main lines.

2. Mechanical Systems:

- a. Existing Air Handlers have enough capacity and no additional major equipment is anticipated.
- b. Two new exhaust fans will be installed to serve the new and existing isolation rooms. Each fan is sized for 100% of the airflow for redundancy. New exhaust ductwork serving the phase 1 area is located in the phase 2 and phase 3 areas. Out of phase work will be required for the phase 1 and 2 isolation rooms be functional prior to the completion of phase 3.
- c. Zone level modifications of ductwork and air terminals:
 - c.1. 12 new Constant Air Volume (CAV) boxes
 - c.2. Duct modifications to 8 existing CAV boxes
 - c.3. 4 new exhaust CAV boxes serving the isolations rooms
- d. Air balancing is required for all areas served by common equipment in the project scope of work areas. Example: modifications made to the AHU-6 system (serves 4th and 5th floors) requires air balancing on both 4th and 5th floors, even though construction only occurs on the 4th floor. The following air balance scheme shall occur at each construction phase.
 - d.1. Preconstruction: Preconstruction air balance readings shall be performed to record existing air flow conditions before construction.
 - d.2. During construction: Preconstruction air flows shall be maintained during the construction phase.
 - d.3. Post construction: Areas within the construction scope shall be balanced to design airflows indicated on plans. Areas outside of the construction scope shall match preconstruction airflows.

3. Electrical Systems:

- a. Existing normal power branch panels and emergency life safety branch panels at 4th floor electrical room have sufficient space and capacity to serve new and existing loads. An additional emergency critical branch panelboard has been added to address increased

critical power demands and requirements due to the additional patient rooms and medical equipment.

- b. Existing low-voltage system panels (Fire Alarm, Nurse Call, Security, etc.) will be reused to provide services to the revised areas.

4. Fire Protection:

- a. The building currently has a wet pipe fire system that will need renovation to meet the new space needs and code requirements. The fire protection system is to be designed by a qualified licensed professional to provide comprehensive design calculations and shop drawings for said systems.

3. RECORDS MANAGEMENT

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

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.
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.

End of Scope of Work