

STATEMENT OF WORK

2ND FLOOR VERTICAL EXPANSION WITH CLINICAL BUILDOUT AND PARKING GARAGE STRUCTURE

PROJECT 580-317

MICHAEL E. DEBAKEY VA MEDICAL CENTER

AUGUST 2011

1.0 SCOPE OF WORK

- 1.1 Contractor shall provide all labor, materials, tools, equipment, expertise, administration, supervision and transportation as necessary to perform all work as described in the contract documents and per the description herein.
- 1.2 Work includes construction of an approximate 20,000 GSF vertical expansion with clinical build out, and 2,500 GSF of shell space for future expansion to area N of the existing hospital (building 100) and construction of a 194 car, cast in place concrete parking structure approximately 110,000 GSF. This project shall also include, but not be limited to general construction, alterations, roads, walks, grading, drainage, mechanical and electrical work, utility systems, sanitary sewer facilities, connection to offsite existing local municipal sewer manhole, sewer connection permitting, storm oil/water separator, lighting, passenger elevators, demolition of existing asphalt/ concrete /curb/gutter/ signage associated with current parking area(s), landscaping, traffic control plans and other items as contained within the construction documents. Refer to contract documents (drawings and specifications) for complete details of project work.
- 1.3 This Scope of Work is not considered to be a comprehensive description of work details for this project. The Parking structure is to be in compliance with all applicable federal, state and local regulations. All work shall be completed per the plans and specifications.
- 1.4 Work Components
 - a. **Demolition:** Perform demolition to the hospital and site as per the plans documents. Utility lines to be relocated may also feed other existing buildings in operation. Contractor shall verify utilities and shall minimize utility down time. Backfilling and compaction of demolition site extents shall be required as defined in construction documents in conjunction with parking structure site preparation. All disposal fees shall be paid by the contractor.
 - b. **Site improvements :** Demolition/ removal/ relocation activities include but are not limited to curbs, gutters, sidewalks, signage, walkways, asphalt

concrete pavement, pedestrian ramps and curb ramps, underground utilities, removal of trees, clearing and grubbing. Construction activities include but are not limited to: curbs, gutters, signage, walkways, asphalt concrete pavement, pedestrian ramps and curb ramps, ADA/UFAS compliant sidewalks, landscaping, vehicle barrier (bollards), sanitary sewer relocation and tie-in, site specific utilities, and legal disposal of all demolished debris. An intermediate traffic plan shall be required for review and approval along with all necessary site improvement plans. Refer to the contract documents for complete scope of site improvements.

- c. **2nd Floor Vertical Expansion:** The single floor vertical expansion of area N of the existing hospital (building 100) and build out of the Urology and Dermatology clinical spaces (2nd flr, Area N, 2A) including but not limited to: all mechanical, plumbing, electrical, lighting, security systems, fire protection, stairwell expansion, roofing and finish work as required by the contract documents. A full interstitial floor shall also be provided which correlates with the existing hospital interstitial system.
- d. **Parking Structure:** The complete erection and general construction of a 194 car parking structure, including but not limited to: All plumbing, electrical, lighting, security systems, fire protection, stairwell canopies, elevators, painting, striping, and finish work as required by the contract documents. Contractor shall be responsible for the review of all approved plans, specifications and reports and all work shall be in accordance with the contract drawings and specifications. The contractor's work schedule shall include detailed closure and interim traffic circulation plans coordinated with the Contracting Officer Technical Representative (COTR) and VA Police.
- e. **Duration (Phasing):** The contractor is responsible for the timely submission of all submittals, shop drawings, and coordination drawings in accordance with contract specifications. The contractor shall allocate a minimum of 15 calendar days for the VA to conduct its evaluation of all submittals. **Due to the loss of patient and employee parking, all demolition and construction activities shall be limited to 300 consecutive calendar days from ground breaking to project completion or beneficial occupancy of the parking structure and new site improvements.** The total contract duration shall be **425** calendar days.

1.5 **Bid Items Include:**

- a. **Base Bid** – Construct an approximate 20,000 GSF vertical expansion with clinical build-out to area N of the existing Main Hospital Building and 2,500 GSF of shell space for future expansion. Contractor shall also construct an approximate 110,000 GSF, 194 car, cast in place concrete parking structure.

- b. **Alternate Deduct 1** - Delete the full scope of work regarding the sixth floor of the garage structure and only provide 5 floors of vertical circulation.
- c. **Alternate Deduct 2** – Delete the full scope of work regarding the fifth floor of the garage structure and only provide 4 floors of vertical circulation.
(Includes Alternate #1 Deduct)

2.0 **APPLICABLE DOCUMENTS**

2.1 Construction plans and details have been prepared by an A/E firm indicating the extent and limits of the work for this project. Project documents include the following:

- a. Vertical Expansion Specifications Volumes I and II dated 8/8/11
- b. Vertical Expansion Bid Set Drawings dated 8/8/11
- c. Parking Garage Specifications Volumes I and II dated 8/8/11
- d. Parking Garage Bid Set Drawings dated 8/8/11

3.0 **SITE**

3.1 The site for this project shall be the MEDVAMC at 2002 Holcombe Blvd Houston, TX 77030, Main Hospital building Area N.

4.0 **REQUIREMENTS**

- 4.1 See Specifications and Drawings (Issue for Bid)
- 4.2 The following milestone dates shall be incorporated into the contractor's schedule.
 - a. **Submittal Schedule shall be provided within ten (10) calendar days after Notice to Proceed.** The contractor shall provide it to the Contracting Officer's Technical Representative (COTR) for approval, and shall include the dates for submission of Shop Drawings, Product Data, and Samples.
 - b. **All Shop Drawings, Product Data and Samples shall be submitted and approved by the VA within sixty (60) calendar days after Notice to Proceed.** The VA will provide the Contractor with written comments within 15 calendar days after receiving each submittal.
 - c. **The Contractor shall submit a construction schedule within ten (10) calendar days after Notice to Proceed.** The construction schedule shall be prepared in terms of calendar days (not working days). Once the construction schedule is submitted by the Contractor and approved by the CO, no lateness in the schedule shall be tolerated without the CO's approval.
 - d. **A pre-construction meeting shall be held within ten (10) calendar days after award of Contract.** During the construction, the Contractor shall

attend all weekly construction progress meetings. The meeting schedule and place will be discussed in the pre-construction meeting.

- 4.3 The contractor shall meet the requirements of the VA's Infection Control Risk Assessment (ICRA) and implement infection prevention measures for the duration of the project.

5.0 MISCELLANEOUS

- 5.1 The Contracting Officer's Technical Representative (COTR) for this project is Stephen Yu (713) 794-7544.

6.0 PROJECT MEETINGS

- 6.1 Each week the contractor shall hold a progress meeting to review progress to date and to resolve all questions for the upcoming week. The progress meeting shall include at a minimum, the Project Manager and the Superintendent representing the Contractor, the COTR and the CO representing the Government. Technical supervisor (foreman), sub-contractors, suppliers, etc. shall attend when requested by the Contracting Officer. The meeting shall be same day, time, and place each week.
- 6.2 Meeting Minutes - The contractor shall take minutes of all meetings held relative to this project. The format must be acceptable to the Contracting Officer (CO). Minutes must include the meeting date and time; agenda; meeting location; list of participants with their affiliations, and telephone numbers; be fully descriptive of issues, problems and decisions made; and action items with names of responsible parties and deadlines. In addition, the minutes must include, as attachments, all exhibits and references distributed as handout materials, unless the materials are part of a formal submission. The contractor shall provide, via e-mail, complete copies of all minutes to all attendees within 72 hours of the meeting. All challenges to the minutes will be reflected in a revised version prepared by the contractor. Copies of updated minutes shall be distributed to the all attendees within 48 hours after change notice.

END OF STATEMENT OF WORK