

SCOPE OF WORK
Project 593-14-102
CONSTRUCT ADDITIONAL PARKING AREAS
AT THE
LAS VEGAS VETERANS AFFAIRS MEDICAL CENTER
Veterans Affairs Southern Nevada Healthcare System

1. DATE: May 9, 2016

2. PROJECT IDENTIFICATION

- a. Project Title: Construct Additional Parking Areas at the Las Vegas Veterans Affairs Medical Center (LVVAMC)
- b. Project Location: Veterans Affairs Southern Nevada Healthcare System (VASNHS)
LVVAMC
6900 N. Pecos Road
North Las Vegas, NV 89086
- c. Additional Locations: ☒ No ☐ Yes (list other addresses):

3. PROJECT DESCRIPTION

In order to address a shortage of parking for patients and staff, this project will add additional parking areas at the LVVAMC.

4. PROJECT REQUIREMENTS

- a. Parking areas #1a and #1b – Construct a 136 space vehicle parking area.
- 1) This is the # 1 priority of this project. The contractor shall construct a 136 space vehicle parking area (hereafter referred to as parking areas #1a and #1b) on the southeast side of the LVVAMC. See Figure 1 below for the location of these areas.
 - 2) The contractor shall use and follow the Government provided Additional Parking Spaces Drawings and Specification. A copy of these documents will be provided in the request for bid.
 - 3) Parking area #1a shall be constructed first followed by area #1b.
 - 4) The contractor's proposal shall include a rough order of magnitude cost and schedule estimate to construct this parking area.
- b. Parking area #2 – Construct a 400 space vehicle parking area.

- 1) This is the 2nd priority of this project (hereafter referred to as parking area #2). This parking area shall be constructed by the contractor at the location of a temporary 200 parking space area located on the northeast side of the LVVAMC. See Figure 1 and Figure 2 below for the location of this parking area.
- 2) The contractor shall construct 200 additional parking spaces adding to the existing temporary lot. The entire 400 space parking lot shall then be paved and provided solar powered lighting.
- 3) The contractor shall use the Government provided Additional Parking Spaces Drawings and Specification for the construction of this parking area.
- 4) The contractor's bid shall include a rough order of magnitude cost and schedule estimate to construct this parking area.
- 5) Unlike parking areas #1a and #1b, the exterior lighting for this parking area shall use solar powered light emitting diodes (LEDs). The contractor shall obtain and install light poles and affix lights to them that use solar powered light emitting diodes (LEDs) in this vehicle parking area. Each light pole will have its own independent solar cell system used for that pole's light. There will be no electrical connections of these solar systems to other light poles. The solar powered lights must illuminate every day from sunset to sunrise the next morning. The contractor shall use and follow the guidelines of the Veterans Affairs Construction Facilities Management Lighting Design Manual, section 3.2, for parking lot exterior lighting.
- 6) This vehicle parking area will not require any handicapped parking spaces.

c. Parking area #3 – Construct a 200 space vehicle parking area.

- 1) This is the 3rd priority of this project (hereafter referred to as parking area #3). The construction of this parking area shall be accomplished by the contractor based on availability of project funds. The Government will notify the contractor no later than 45 calendar days after NTP has been issued as to whether or not the contractor shall accomplish this activity.
- 2) The contractor shall use and follow the Government provided Additional Parking Spaces Drawings and Specification for the construction of this parking area.
- 3) The contractor's bid shall include a rough order of magnitude cost and schedule estimate to construct this parking area.
- 4) Unlike parking areas #1a and #1b, the exterior lighting for this parking area shall use solar powered light emitting diodes (LEDs). The contractor shall obtain and install light poles and affix lights to them that use solar powered light emitting diodes (LEDs) in this vehicle parking area. Each light pole will have its own independent solar cell system used for that pole's light. There will be no electrical

connections of these solar systems to other light poles. The solar powered lights must illuminate every day from sunset to sunrise the next morning. The contractor shall use and follow the guidelines of the Veterans Affairs Construction Facilities Management Lighting Design Manual, section 3.2, for parking lot exterior lighting

5) Parking area #3 will not require any handicapped parking spaces.

d. Repaint Existing Parking Lot Spaces.

- 1) This is the 4th priority of this project and shall be accomplished by the contractor based on availability of project funds. The Government will notify the contractor no later than 45 calendar days after NTP has been issued as to whether or not the contractor shall accomplish this activity.
- 2) There are approximately 2100 existing parking lot vehicle spaces residing inside the existing paved perimeter ring road at the LVVAMC and the vehicle parking spaces at buildings 2, 3, and 4 that need to be repainted.
- 3) The contractor's bid shall include a rough order of magnitude cost and schedule estimate to repaint these parking lot vehicle spaces.

e. Information.

The contractor shall provide the following information tasks described in the attachments to this SOW:

- ☒ Task A: Parking Area Constructions
- ☒ Task B: Project Construction Schedule
- ☒ Task C: Project Construction Cost Estimate
- ☒ Task D: Equipment Technical Package / Plans and Specifications
- ☐ Task E: Air Space Projection
- ☒ Task F: Space Planning
- ☒ Task G: Applicable References

f. **PARKING AREA LOCATIONS**

Figure 1 shows a sketch of the location of vehicle parking areas #1a, #1b, #2 and #3. Figure 2 is a picture of the locations of parking areas #2 and #3.

5. STATEMENT OF BID ITEMS

a. **MAIN BID ITEM:** The contractor shall perform work as required by the Scope of Work, specifications and drawings attached, including the following project requirements:

- 1) Parking areas #1a and #1b – Construct a 136 space vehicle parking area.
- 2) Parking area #2 – Construct a 400 space vehicle parking area.

- 3) Parking area #3 – Construct a 200 space vehicle parking area.
- 4) Repaint Existing Parking Lot Spaces.

b. **DEDUCTIVE ALTERNATE 1:** Same as main bid item, except that project requirement 4 – Repaint Existing Parking Lot Spaces is eliminated. Deductive Alternate 1 includes the following project requirements:

- 1) Parking areas #1a and #1b – Construct a 136 space vehicle parking area.
- 2) Parking area #2 – Construct a 400 space vehicle parking area.
- 3) Parking area #3 – Construct a 200 space vehicle parking area.

c. **DEDUCTIVE ALTERNATE 2:** Same as Deductive Alternate 1, except that project requirement 3 – Parking area #3 is eliminated. Deductive Alternate 2 includes the following project requirements:

- 1) Parking areas #1a and #1b – Construct a 136 space vehicle parking area.
- 2) Parking area #2 – Construct a 400 space vehicle parking area.

c. **DEDUCTIVE ALTERNATE 3:** Same as Deductive Alternate 2, except that project requirement 2 – Parking area #2 is eliminated. Deductive Alternate 3 includes the following project requirements:

- 1) Parking areas #1a and #1b – Construct a 136 space vehicle parking area.

6. OTHER REQUIREMENTS

a. The contractor shall provide all labor, materials, equipment, and supervision for the construction of the vehicle parking areas.

b. Civil Design Requirements

- 2) The contractor shall accomplish demolition activities for parking areas #1a, #1b, #2 and #3 following the Additional Parking Spaces Drawings and Specification.

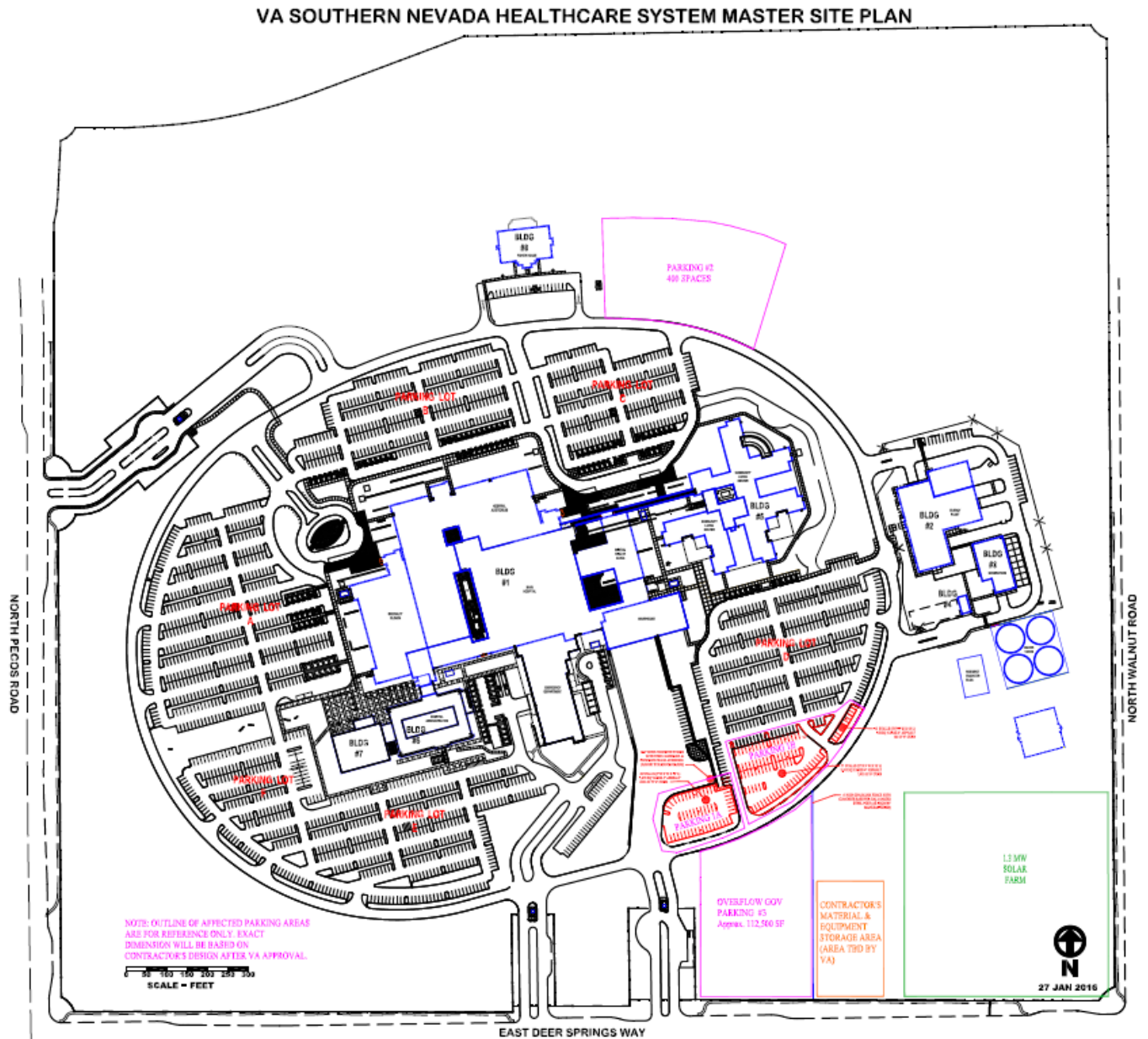
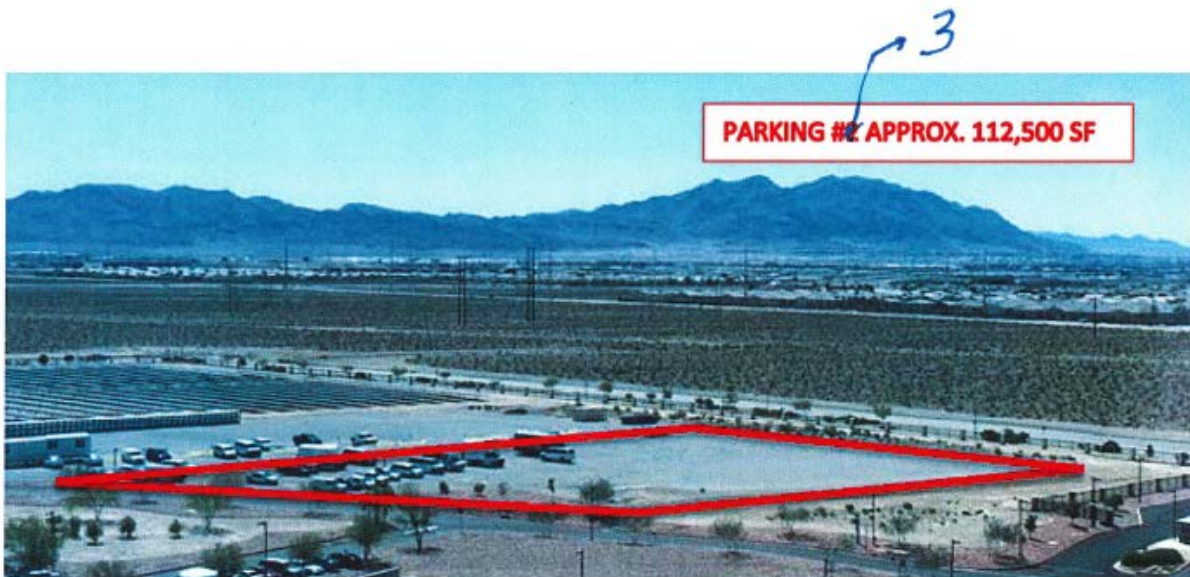


Figure 1: Location of Parking Areas #1a, #1b, #2 and #3 at the LVVAMC



Parking area outlined for reference only. Design to accommodate 400 each parking spaces. Final Design Plans to be approved by VA Contracting Officer.



Parking area outlined for reference only. Design parking spaces within approximately 112,500 Square Feet. Final design plans to be approved by VA Contracting Officer.

Figure 2: Picture Showing Location of Parking Areas #2 and #3 at the LVVAMC

c. Grading and Drainage Requirements.

- 1) Grades shall provide an efficient drainage pattern that directs runoff from the surface areas of the parking areas to existing storm drainage ditches and swells.

- 2) The drainage pattern shall include landscape rock large enough in size to prevent erosion of the drainage channel.
- 3) The contractor shall use the Additional Parking Spaces Drawings and Specification for grading and final slopes for parking areas #1a, #1b, #2 and #3. Final slopes shall adhere to the jurisdictional standards.

6. SITE VISITS AND EXISTING CONDITIONS:

- a. The contractor shall reference the Additional Parking Spaces Drawings and Specification, section 01.00.00, General Requirements, Section 1.1.
- b. Discrepancies in Planning Information: The contractor shall promptly report to the Contractor Officer, in writing, any discrepancy between this contract and the Additional Parking Spaces Drawings and Specification provided by the Government. The contractor shall make no adjustments to his/her work due to the discrepancy before the Contracting Officer has reviewed the matter and forwarded his/her determination to the contractor. The contractor's failure to report any such discrepancy or wait for the Contracting Officer's determination shall be at his/her risk and expense.
- c. The contractor shall attend a "Project Kick-off and Requirements Review" meeting at the LVVAMC in support of this effort. This meeting will occur no later than fourteen (14) calendar days after notice to proceed has been issued by the Contracting Officer and will be used to review the requirements of the Scope of Work (SOW) and discuss roles, responsibilities, expectations and deliverables and provide answers to any questions the contractor might have. The contractor shall also identify to the Government any issues or concerns they have with the Additional Parking Spaces Drawings and Specification. The contractor shall communicate with the COR via e-mail to establish the dates, times, and location of this meeting at the LVVAMC.

7. PERFORMANCE MONITORING

The VASNHS COR will monitor the SOW in the following manner:

- a. All identifiable phases of work shall be coordinated with the COR at least fourteen (14) calendar days before the scope is executed. This includes but is not limited to site work, site improvements, site structures, asphalt pavements, site accessories, landscape and irrigation, site grading, storm water drainage, site lighting, physical security, impacts to patient and staff parking, and any other identifiable scope of work items as identified in the Additional Parking Spaces Drawings and Specification, dated April 20, 2015.

8. SECURITY REQUIREMENTS

Contractors, contractor personnel, subcontractors, and subcontractor personnel shall be subject to the same Federal laws, regulations, standards, and VA Directives and Handbooks as VA and VA personnel regarding information and information system security.

9. GOVERNMENT FURNISHED EQUIPMENT (GFE) / GOVERNMENT FURNISHED INFORMATION (GFI)

- a. No GFE will be provided by the VASNHS on this contract.
- b. The Government will provide the following information to the contractor:

ITEM	DATED	DESCRIPTION
01	April 2015	Additional Parking Spaces Design Specification
02	20 April 2015	Additional Parking Spaces Drawings (Architectural, Civil, Electrical, total of 12 sheets)

10. OTHER PERTINENT INFORMATION OR SPECIAL CONSIDERATIONS

- a. The contractor is responsible to ensure all equipment that will be used by the contractor on LVVAMC properties has been inspected and certified as safe for use. The contractor shall provide safety certification inspection sheets to the COR prior to using any equipment for the parking area construction (dump trucks, cement mixers, road graders, earth movers, front-end loaders, cranes, etc.) on LVVAMC properties at least 5 working days prior to their planned use. Any construction equipment that has not passed a safety certification or whose safety certification has expired cannot be operated or used on LVVAMC properties. The contractor's personnel shall be licensed, certified, and trained as required to operate this equipment.
- b. Identification of Potential Conflicts of Interest (COI). All bidders shall inform the VASNHS of any COI that may exist where the nature of the work to be performed may, without some restriction on future activities, (1) result in an unfair competitive advantage to the contractor or (2) impair the contractor's objectivity in performing the contract work.
- c. Identification of Non-Disclosure Requirements. No sensitive or proprietary information is needed or supplied for this project.
- d. Information Technology (IT) Certification & Accreditation (C&A). The Contractor shall not connect any contractor-owned IT devices (such as a lap top computer or remote connection from a Contractor system) to a VA internal trusted network. Therefore, the C&A requirements do not apply, and a Security Accreditation Package is not required. If this situation changes, the Contractor shall immediately inform the COR in order to facilitate the preparation of the Security Accreditation package.
- e. Inspection and Storage. The Contractor shall be responsible for the inspection and storage of all contractor equipment and materials that will be used in the performance of this contract. The contractor will be allowed to temporarily store equipment and materials needed for the construction of the parking areas at the LVVAMC, just to the east of parking area #2 (as shown on Figure 1 above). The contractor shall inform the COR by e-mail on any equipment or materials they would like to store on the LVVAMC at least 14 working days prior to storing

them. The COR will inform the contractor by e-mail as to whether or not the contractor can store this material or equipment within 5 working days after being notified by the contractor.

f. Inspection and Acceptance Criteria. Final inspections shall be conducted by the VASNHS COR to ensure all aspects of the contract have been met. The contractor will not receive final payment until all parking area construction activities have been completed and accepted by the VA.

11. RISK CONTROL

a. The VASNHS is an active hospital and therefore will require consideration to those areas with patients and staff.

b. The contractor shall daily clean up the construction areas affected by the execution of this contract sufficient to the point there are no hazards or safety concerns with VA patients and staff.

c. The contractor shall ensure all construction materials and equipment have been secured from the VAMC patients and staff, theft, damage and weather and the work area cleaned and made safe at the end of each working day.

d. The contractor shall erect and place a temporary 6-foot high chain-link fence around all parking area construction zones. The contractor shall remove all temporary fencing from these areas after completion and Government acceptance of the parking area.

12. PLACE OF PERFORMANCE

The work will be accomplished at the LVVAMC located at 6900 North Pecos Road, North Las Vegas, NV 89086. The contractor shall perform the work in the outside areas of the LVVAMC. See Figure 1 for the location of the parking areas that will be constructed at the LVVAMC.

13. PERIOD OF PERFORMANCE

The period of performance for this project shall be no more than **130 calendar days** from the date listed on the Notice to Proceed (NTP).

14. PROGRESS PAYMENTS

a. Facsimile, e-mail, and scanned documents are not acceptable forms of submission for payment requests.

b. The contractor shall submit progress payment invoices at the end of the billing month.

c. Before the invoice is submitted, the contractor shall consult with the COR or Project Engineer to determine the percentage of work completed.

d. Progress Payments will be based on actual work completed.

- e. Progress invoices shall be submitted with a progress report detailing the work completed.
- f. The contractor shall complete a Standard Form 1413, Weekly Payroll Reports and Daily Reports and shall include the SF 1413 with the Progress Payment Invoices to the Contracting Officer for review and acceptance.
- g. The contractor shall ensure progress invoices include a certification statement that prompt payment is being made to suppliers and subcontractors, if applicable, as soon as provision of supplies or work has been satisfactorily completed.
- h. The contractor shall ensure all correspondence and invoices reference the VA Contract Number and Obligation Number.
- i. The Contractor shall be registered with, and submit all invoices to <http://www.tungsten-network.com/us/en>.
- j. All invoices submitted by the contractor shall comply with FAR 32.905.

15. HOURS OF WORK, SUBMITTALS AND MEETINGS

a. Duty Hours.

Normal duty hours are 7:30 am – 4:00 pm, Monday thru Friday. All work performed shall be coordinated and scheduled thru the COR and may be accomplished during off duty hours and over weekends.

b. Notice To Proceed

The contractor shall attend the Notice To Proceed (NTP) meeting with the CO and COR as scheduled. Telephone attendance is acceptable if a representative of the contractor is unavailable in the local area.

c. Submittals

- 1) The contractor shall submit shop drawing, product data, product samples, and product submittals as referenced in the Additional Parking Spaces Specification paragraph 01 33 23, Shop Drawings, Product Data, and Samples for parking areaa #1a, #1b, #2 and #3.
- 2) Unless stated otherwise in this SOW, the VA review for all contractor deliverables shall be a minimum of 14 calendar days.

d. Construction

- 1) The contractor shall coordinate all work with COR in accordance with the Additional Parking Spaces Specification paragraph 01 00 00, General Requirements.

- 2) The contractor shall submit by e-mail a weekly construction log to the COR by 8:00AM Pacific Time every Monday during the period of performance. This log will summarize the construction activities planned for the week and verify what was constructed the previous week.

e. Testing/Punch List/End User Training/Activation

- 1) The contractor shall prepare punch lists if needed and schedule a pre-final walkthrough with the COR once substantial completion of each parking area is achieved. After the pre-final walkthrough, the VA will submit its own punch list if needed.
- 2) Once contractor has completed or resolved all punch list items, both the contractor's and the VAs, the contractor shall schedule a final walkthrough with the COR of parking areas #1a, #1b, #2 and #3.
- 3) Required documentation:
 - a. Contractor's punch list and confirmation of completion.
 - b. Confirmation of VA's completed punch list.
 - c. As-built drawings for all parking areas constructed by the contractor and the permanent fence.
 - d. All warranty information.
- 4) A copy of the final transmittals must be sent to the CO.
- 5) The contractor shall not submit final invoice for payment until all punch list items have been completed and final transmittals have been confirmed as received and accepted by the COR.

f. Construction Review Meetings and Comments

- 1) The contractor shall be required to attend Construction Review Meetings at the site or via telephone as required to coordinate the progress of the construction process, get approval/clarification of the submittals, etc.
- 2) The COR and the contractor will determine who should attend each meeting.
- 3) The contractor will provide Meeting Notes to all attendees no later than five (5) working days after the meeting. The contractor shall provide a written response to each review comment. The COR will review the Meeting Notes. If necessary the contractor will make corrections to the Meeting Notes and re-issue them. The meeting Notes will serve as the VA's comments.

16. DELIVERY AND ACCESS TO CONSTRUCTION AREAS

- a. Materials delivered to the LVVAMC shall be in their original sealed packages or containers; labeled for identification with the manufactures' name and brand.
- b. The contractor shall insure delivered materials are protected from damage due to handling, weather, and construction operations before, during and after installation.
- c. The contractor shall ensure patient and staff cannot enter any parking lot areas under construction. The requirements of paragraph 11.d above apply.

17. QUALITY ASSURANCE/QUALITY CONTROL

- a. To reduce errors and omissions, the contractor shall develop and execute a QA/QC plan that demonstrates their proposed constructions have gone through a thorough review and coordination effort.
- b. No later than 10 calendar days after receipt of Notice to Proceed (NTP), the contractor shall submit a QA/QC plan describing each task that will be taken during the construction phases of the parking areas and the name of the contractor team member responsible for QA/QC, for Contracting Officer (CO) approval. Each task shall be initialed and dated by the responsible contractor responsible team member.

18. PERIOD OF PERFORMANCE

The Government expects to award the contract and issue the notice to proceed by 30 Sep 2016. The project requires the tasks to be completed within **130 calendar days** after NTP has been issued.

19. PRICING

The contractor shall provide a fee for the required services using the format applicable to the Request for Bid document issued by the Government's Contracting Officer.

20. APPLICABLE REFERENCES

Construction of parking areas #1a, #1b, #2 and #3 shall be in compliance with the requirements of these applicable references and/or standards:

#	VA Standard Title/Section
1	Master Construction Specifications Index (PG-18-1)
2	VHA PROGRAM GUIDE (PG-18-3 Design and Construction Procedures)
3	National CAD Standard Details (PG-18-4)
4	Equipment Guide (PG-18-5)
5	Equipment Inspection Manual (Program Guide 7610.2)
6	Equipment Reference Manual (PG-18-6)
7	VA Handbook H-18-8, Seismic Design Requirements
8	Space and Facility Planning (PG-18-9) (Handbook 7610)

#	VA Standard Title/Section
9	Design Manuals (PG-18-10)
10	Design Guides (PG-18-12)
11	Accessibility (PG-18-13)
12	Submission Instructions (PG-18-15)
13	Conceptual Design Submission Requirements (Submittal Guide PG-18-15)
14	Environmental Compliance Manual (PG-18-17)
15	Fire Protection Design Manual - Fourth Edition
16	Cost Estimating
17	Physical Security Design Manuals for VA Facilities - Mission Critical Facilities
18	VA Signage Design Guide
19	Sustainable Design and Energy Reduction Manual (Final Draft)
20	Natural Disasters Non-Structural Resistive Design (formerly CD-54)
21	International Building Code 2012
22	National Electric Code – Latest Edition
23	2010 Nevada Department of Transportation Standard Plans for Road and Bridge Construction
24	2014 Nevada Department of Transportation Standard Specifications for Road and Bridge Construction
25	VA CFM Lighting Design Manual, 2015

21. INNOVATION

Requirements indicated are not intended to limit innovative service delivery of the contractor. The Government will consider variations from the Statement/Scope of Work (SOW), if the proposed change is within the schedule and budget limitations, meets the objectives for the project, and results in an improved outcome. The Government must approve all proposed changes to the SOW.

ATTACHMENT (check box, and include)

☒ **TASK A: PARKING AREA CONSTRUCTION**

The contractor shall survey the areas where the parking areas will be constructed as needed in order to plan out and manage their construction activities.

Deliverables

- A. As-built drawings of the final construction of vehicle parking areas #1a, #1b, #2 and #3. One hard copy Architectural Size E and one electronic copy. The contractor shall use AutoCAD Version 2015 for the electronic copy.
- B. Project Initiation. The Planning Team (consisting of representatives from the VASNHS and the contractor) shall attend the “Project Kickoff and Requirements Review” meeting to discuss the following objectives:
- 1) Review the requirements of the Scope of Work.
 - 2) Define the project schedule and identify all meetings, deliverables, and milestones on the schedule.
 - 3) Identify all the stakeholders and critical players required to be involved at the various stages of the project.
 - 4) Begin data collection for site analysis.
 - 5) Develop a detailed work plan, project schedule, and outline of all project deliverables.
 - 6) Visual and aesthetic conditions for the new parking areas to be constructed.
 - 7) Signage and lighting requirements for the constructed parking areas.
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ATTACHMENT (check box, and include)

☒ **TASK B: PROJECT CONSTRUCTION SCHEDULE**

The contractor shall provide a schedule that estimates the length of time to construct parking areas #1a, #1b, #2 and #3.

Deliverable

The contractor shall prepare the estimated schedule using Microsoft Project 2010 and deliver one hard copy and an electronic copy to the COR and the CO. The contractor shall maintain this schedule and provide updates as needed via e-mail to the COR and the CO.

ATTACHMENT (check box, and include)

☒ **TASK C: PROJECT CONSTRUCTION COST ESTIMATE**

The contractor shall provide a construction cost estimate for constructing vehicle parking areas #1a, #1b, #2 and #3. At a minimum, the estimate shall include:

- Labor, materials and equipment costs
- Material installation, handling and shipping costs
- Equipment product costs, as applicable
- Equipment installation, handling and shipping costs, as applicable
- Ground area finishes selections, as applicable
- Quantity Estimates for each equipment type, as applicable
- Provide cost to re-paint existing parking spaces in all parking lots at the LVVAMC

When developing the estimate, the contractor should account for conditions that would impede conventional construction means and methods such as alternate work hours and coordination requirements with the VASNHS. Costs should be adjusted as necessary for working in a fully operational hospital. Every effort should be made to minimize the impact to patient services. Cost estimates should be provided to the COR as a MS Excel workbook.

Deliverable

The construction cost estimate submittal shall include one (1) hardcopy and an electronic spreadsheet with the estimate items to the COR and the CO. The contractor shall reference sources for the costs developed. The contractor shall provide updates to this estimate as needed via e-mail to the COR and the CO.

ATTACHMENT (check box, and include)

☒ **TASK D: EQUIPMENT TECHNICAL PACKAGE / PLANS AND SPECIFICATIONS**

The VA will need operations and maintenance data for the light poles, their electrical connections (areas #1a and #1b), their solar power systems and LED lights (areas #2 and #3). The Government will need the paint color codes for the paint used to mark and stripe the parking areas.

Deliverables

O&M data and maintenance manuals for the parking area light poles, electrical connections (areas #1a and #1b), and the solar power systems used (areas #2 and #3). One hardcopy and one electronic copy delivered to the COR.

Paint codes for the paint used to mark and stripe the parking areas.

ATTACHMENT (check box, and include)

☐ **TASK E: AIR SPACE PROJECTION**

This information is not required for the parking areas to be constructed at the LVVAMC.

Deliverable

None.

ATTACHMENT (check box, and include)

☒ **TASK F: SPACE PLANNING**

The final as-built drawings for all constructed parking areas shall show the locations of all vehicle parking spaces to include the length and width of each vehicle parking space in these areas.

Deliverables

This information will be included in the deliverables for Task A, Parking Area Constructions, above.

ATTACHMENT (check box, and include)

☒ **TASK G: APPLICABLE REFERENCES**

SOW paragraph 20 lists all of the applicable references.

Deliverable

None.