

## STATEMENT OF WORK

**PROJECT TITLES** Renovate Radiology for Mammography in BLDG 100  
**PROJECT NUMBER:** Project No. 640-15-129  
**PROJECT LOCATION:** 3801 Miranda Ave. Building #101 1st Floor  
Veterans Affairs Palo Alto Health Care System (VAPAHCS) Palo Alto  
Division (PAD), Palo Alto, CA  
**PROJECT TYPE:** NRM Projects  
**DATE:** August 3, 2016

### EXECUTIVE SUMMARY:

- A. PROJECT DESCRIPTION:** Renovate Radiology for Mammography Suite first floor of building 100.
- B. PROJECT CONSTRUCTION SCHEDULE:** Complete the construction for the Project within 160 calendar days from "Notice to proceed" (NTP).

### Scope of Work – Index:

1. Project Background
2. Project Purpose and Description
3. Scope of work
4. VA Team
5. Abbreviations & Acronyms

### Attachment: Exhibits

- a. Project Area descriptions of Work
- b. Project Design

## 1. Project Background

VAPAHCS is a major tertiary care referral center with three hospital-based divisions and a network of seven community based outpatient clinics. VAPAHCS provides primary, secondary and tertiary care within a large geographical region encompassing a 10 county, 13,500 square mile catchment area. Approximately 272,000 veterans reside within VAPAHCS' primary service area.

Work of this project will be performed on first floor of Building 100.

## 2. Project Purpose and Description: A contractor will be selected and hired to provide comprehensive construction service to renovate existing Radiology rooms F1-260,262,264,266,268,270,272 and a partition of Room F1-284 and existing corridor on second and first floor of Building 100 at VA Palo Alto Division

**1.1. Project Intent:** The intent of the VA is to select a contractor to perform construction service per stated in "description of work" with minimal disruption to the normal operation of BLDG 101 and VA Palo Alto

**1.2. Construction Services:** Contractor shall confirm the project Design Development drawings, as well as provide comprehensive construction service following VA standards/codes and complete construction documents. Contractor shall completely prepare site for construction operations, and furnish all labor, equipment and materials and perform work for the project, as required by the drawings and specifications.

## 3. Scope of work

**3.1. Description of work:** Contractor shall perform complete construction services which shall include, but not limited to, the following tasks to successfully deliver the project's scope.

Provide all labor and materials to remodel and install new Mammography diagnostic equipment, new toilet room and dressing rooms in existing radiology area first floor building 100 rooms F1-260, F1-262,F1-264,F1-266, F1-268, F1-270, F1-272 and a portion of Room F1-284.

**3.1.1.1.1.** Demo interior walls and finish F1-260, F1-62, F1-264, F1-266, F-1-268, F1-270 and F1-272. Demo interior walls between F1-284 and F1-268 and F1-266. Demo all existing ceiling, and floor finish F1-260, F1-62,F1-264, F1-266, F-1-268, F1-270 and F1-272. Demo all plumbing HVAC and mechanical as indicated on drawings. Demo all existing equipment, benches and accessories. F-1-268, F1-270 and F1-272. Demo interior fire rated walls between F1-284 and F1-268 and F1-266. Remove all wall and floor tile. Remove all electrical and lighting as indicated on drawings

**3.1.1.1.2.** Construction

**3.1.1.1.2.1.** Provide and install new walls, 2x4 acoustical ceiling, light fixtures and HVAC in F1-260, F1-62,F1-264, F1-266, F-1-268, F1-270 and F1-272.

**3.1.1.1.2.2.** Provide and install new Plumbing fixtures and accessories for Toilet room

**3.1.1.1.2.3.** Modify existing corridor ceiling and Install new entrance and HVAC diffusers as required.

**3.1.1.1.2.4.** Provide any drywall including patch and paint for interior walls as required.

**3.1.1.1.2.4.** Provide and install new Tile, Carpet and VCT flooring with rubber cover base

**3.1.1.1.2.5.** Provide and install new electrical outlets and Data per drawings and equipment supplier requirements.

**3.1.1.1.2.6.** Provide and install new Doors and hardware as indicated on drawings

**3.1.1.1.2.7.** Install and coordinate installation of VA provided Equipment.

**3.1.1.1.2.8.** Provide any core drilling needed for relocation of plumbing fixtures for Construction

### 3.2. Specifications, Codes, Design Standards

- 3.2.1. The contractor shall review all pertinent VA design and construction criteria and standard details, and is responsible for incorporating all such standards to this project. Contractor may obtain design criteria and copies of the complete VA Design Guides, Design Manuals, & other resources from the VA Facilities Management Technical Information Library at web site/page: <http://www.cfm.va.gov/TIL/>.
- 3.2.2. Contractor shall bring to the attention of VA any code requirements that may be in question during the construction of the project. The intent is to ensure that the Project meets all current IBC, NFPA, local, federal, and VA codes, standards, regulations, and ADA requirements. These may include, but are not limited to, architectural, structural, mechanical, electrical, fire, and life safety codes.

### 3.3. Pre-Construction

- 3.3.1. **Site Investigation:** Contractor shall perform complete site investigation which shall include, but not be limited to, engineering assessment and design of applicable infrastructure systems (e.g., electrical, gas, water, sewer, storm drainage, HVAC, fire-life safety, phone/data/cable, emergency power, chilled water/steam system, medical gases, etc), potential tie-in points, to support the requirements of the Project and to prevent construction change orders due to unforeseen conditions.
- 3.3.2. **VA security Measures:** All employees of the general contractor and subcontractors shall comply with the VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.
- 3.3.3. **OSHA Certification:** Prior to commencing work, general contractor shall provide proof that an OSHA certified "Competent Person" (CP) (29 CFR 1926.20 (b) (2) will maintain a presence at the work site whenever the general or subcontractors are present.
- 3.3.4. **General requirements:** Contractor shall review the general requirements thoroughly and is responsible for comply with requirements as indicated in General Requirements (attached).
- 3.3.5. **Contractor Training Requirements:** All employees of the general contractor or subcontractors shall have the 10-hour OSHA certified Construction Safety course and/or other relevant competency training, as determined by VA CP with input from the ICRA team. All the training records of all such employees must be submitted for approval before the start of work.
- 3.3.6. **Program Review:** Contractors shall review and confirm the following:
  - 3.3.6.1. Review the proposed Project program, associated projects, and confirm the feasibility of the Project construction in early stages of this Project.
  - 3.3.6.2. Review of VA and required codes, requirements, and standards - notify VA in writing if there are any associated conflicts for the Project
  - 3.3.6.3. Review the schematic design and goals and fully integrate such design into this Project.
  - 3.3.6.4. Provide the progress schedule to the COR 2 weeks prior to construction work
- 3.3.7. **Project Impact, constraints, and design considerations:** This Project is one of many projects at the Palo Alto site. Contractors will be informed of other projects and will account for them and their impact on this Project.

### 3.4. Quality Assurance / Quality Control

- 3.4.1. In an effort to reduce construction change orders due to unforeseen conditions and omissions, the Office of Facilities Management has initiated a Quality Assurance/Quality Control program. The contractors are required to perform site investigation prior to construction work. Also, the contractors shall develop, execute, and demonstrate that the QA/QC program is well integrated into construction plans.

## 4. VA Team:

- 4.1. Contractor will work with the following VA personnel managing this Project:
  - 4.1.1. **Contracting Officer (CO):** The CO shall be responsible for all contractual administration of this Project. All transactions of a legal nature, including contractual agreements, amendments, change orders, etc. shall be approved and processed through the CO.
  - 4.1.2. **Contracting Officer's Representative (COR):** The COR shall be responsible for the AE design management on behalf of the VA and will manage the Project on a day-to-day basis to ensure that that the Project requirements are met from the design phase through construction according to this Scope of Work and the final construction documents.

**5. Abbreviations and Acronyms:**

<b>5.1. AE</b>	Architect & Engineering Firm
<b>5.2. CD</b>	Construction Documents
<b>5.3. CO</b>	Contracting Officer
<b>5.4. COR</b>	Contracting Officer's Representative
<b>5.5. DD</b>	Design Development
<b>5.6. GC</b>	General Contractor
<b>5.7. ILSM</b>	Interim Life Safety Measures
<b>5.8. NTP</b>	Notice to Proceed
<b>5.9. PAD</b>	Palo Alto Division
<b>5.10.SD</b>	Schematic Design
<b>5.11.SOW</b>	Statement of Work
<b>5.12.VA</b>	Veterans Affairs
<b>5.13.VAPAHCS</b>	Veterans Affairs Palo Alto Health Care System