

Agenda

Install/Upgrade AHU #8 for the Canteen Area

Maurice B. Green – COTR

1. Pre Bid Walkthrough for AHU #8.
2. Intent of this meeting
 - a. General Description – Scope of Work
 - b. Introduce members of the project team
 - c. Discuss Conditions for working at VA
 - d. Walk – Through of project Site
3. Introductions – Relationships
 - a. A/E Anderson Mikos Architects Ltd. and T & M Associates.
 - b. Maurice B. Green Contracting Officer Technical Representative
 - c. Anne Vossler – Contracting Officer
4. Project Description
 - a. To demolish the dated AHU and replace with a new upgraded unit with a new return air duct (existing unit does not utilize return air).
 - b. Canteen is to remain open and in-service

Requirements Working at the VA

1. All Employees must have 30hr OSHA TRAINING.
2. Construction entry door must have VA PROVIDED pad lock keyed by VA.
3. Must have a VA - ID
4. Work after normal hospital hours (8:00am-4:30pm) must be requested.
5. Contractor supply safety plan - Fire Extinguishers location, monthly heat detector test.
6. Construction partition door must be self closing
7. Contractor provide and mount fire extinguishers-inspected monthly
8. Heat detectors are to be installed before any disruption of sprinkler system.
9. Hot work permits are require for flame, welding, - 30 min fire watch
10. Parking spaces allowed - 2 (1-dumpster), (1-forman truck)
11. All waste materials must be recycled and documented.
12. Elevator Usage (4:30pm - 7:00am - Other time upon request)
13. Crane Lifts only on weekends (acceptations by request only)
14. New Air Handlers are to be tested, turned off, warrantee starts day of turn-over.
15. Noise making activities - pneumatic hammers only after normal hospital hours.
16. Store material in construction area- storage box only after approval
17. Construction partition floor to ceiling, all opening sealed.
18. Infection control will mandate negative air pressure, sticky mats/ possible HEPA Vac.
19. Fire system cannot be impaired for more than 4hrs without life safety actions taken.
20. Utility shut-downs, two (2) week notice - sooner possible with approval.
21. All chemicals used must have MSDS safety sheets in construction area.
22. Any construction materials that have fumes associated must require approval.
23. Non-union employees are allowed, but must pay III prevailing wage.
24. Proper personal protection equipment must be worn at all times.
25. Weekly meetings will be held with the project manager.
26. Daily reports are required - Simple Form.
27. Certified payroll is required prior to any Progress Payment Application.
28. All utility shut-downs will be performed by the VA.
29. All cutting terminating from old utilities will be completed by the Contractor.
30. All unforeseen conditions are to be brought to the COTR's attention immediately.
31. The VA will abate all hazardous materials.
32. If any material is suspect of being hazardous, the COTR is to be notified immediate.
33. No work performed outside of the project scope of work unless instructed by the CO.
34. All unforeseen conditions are to be compensated in the form of a Change Order.
35. All mechanical utility shut-downs are to be performed outside of normal hospital hrs.
36. This project can be shut-down for any safety violation or national emergency.
37. All remaining equipment in the construction area is to be removed by the contractor.

38. All questions during the bidding process are to be forwarded to the CO.

IMPORTANT DATES

Posted Date: February 13, 2012

Pre Bid Walk Through: February 22nd

Last Date to Submit Questions: March 2, 2012

Bid Opening/Response Date: March 14, 2012 2:00 P.M

Complete Contractor Determination of Responsibility: March 27th

Award Requirements

1. Verified Service Disabled Veteran Owned Small Business.
2. Lowest responsive Bid is Awarded