



VETERANS ADMINISTRATION CMOP DALLAS  
2962 S. LONGHORN DRIVE  
LANCASTER, TEXAS 75134



## SCOPE OF WORK

01/30/2017

WR #	TITLE	REVISION
	New Pre-Engineered 25' x 35' x 19' 2-Story In-Plant Office	0

### SUMMARY:

Install new 35' x 25' x 19' 2-Story In-Plant Office. In-Plant with wall panels, windows, steel doors, acoustical grid ceiling, steel decking, 125 amp. CB box, duplex and single pole switches, exit and emergency LED lights and LED troffer lights. Access stair and landing will also be included. Enclosed area under offices to include windows

### LOCATION:

DALLAS VA CMOP (Consolidated Mail Outpatient Pharmacy) located in Lancaster, Texas and is located at 2962 S. Longhorn Drive Lancaster, Texas.

## 1.0. DESCRIPTION OF SERVICES/GENERAL INFORMATION

### 1.1 DESCRIPTION OF SERVICES

Vendor to provide all labor, materials and equipment to install new 35 foot x 25 x 19 foot 2-story In-plant office. Office partitions, modular electric, stair and landing will also be provided and installed. Vendors should make arrangements to visit site to verify all measurements and install location.

### SCOPE OF WORK:

#### 1.1.1

Provide and install 1 ea. 35' x 25' x 19' 2- story In-plant office. In-plant office shall have class A walls, vinyl covered gypsum board both sides, vinyl finish of champagne. The core shall be polystyrene laminated using a structural adhesive. Every 4' will have an aluminum extruded binder post with snap cover to house all the electrical components. All binder posts, window trim and doors are painted to match the wall covering.

#### 1.1.2

First floor walls shall cover front and sides of room, no panels required for back wall. First floor support and loading shall consist of square columns with square plates as bases. 125PSF

loading represents the maximum weight placed on the existing floor if the second story floor is loaded to its maximum capacity on each square foot. The perimeter and intermediate support beams shall be structural beams. Joists shall consist of properly sized bar joists. 1 ½" sub surface: Decking shall be composed of no less than 22 Gauge 1 1/2", galvanized metal decking as a sub-surface. Floor decking shall be 3/4" tongue and groove tongue and groove Advantech as an overlay attached by screws, decking will be used for support of offices and conference room on second story. First floor walls shall be ten feet tall and second story walls shall be 9' tall. Ceilings shall be suspended ceilings, class "A" "T" grid with lay in 24" x 48" X 5/8" acoustical panels. Rolls of R-19 Kraft faced Fiberglass insulation batts shall insulate above the acoustical panels.

#### **1.1.3**

2 ea. Entrance doors shall be 20 gauge insulated steel with ½ glass 36"W x 84"H x 1 ¾" thick, glass shall be a minimum of 1/8" safety glass, doors shall include sweep, threshold, satin chrome lever sets set for "Best Locksets" and weather stripping.

#### **1.1.4**

1 ea. 20 gauge insulated steel double door, 72"W x 84"H x 1 ¾" thick with ½ glass shall be installed in lower level, door shall include sweep, threshold, satin chrome lever sets set for "Best Locksets" and weather stripping.

#### **1.1.5**

5 ea. Office doors shall be 20 gauge insulated steel, 36"W x 84"H x 1 ¾" thick, doors shall include sweep, threshold, satin chrome lever sets set for "Best Locksets" and weather stripping.

#### **1.1.6**

8 ea. picture windows 3'8" wide x 3' high, installed 42" off the floor. Windows shall be ¼" tempered glass. Windows shall be non-opening and frames shall color match extruded binder posts.

#### **1.1.7**

Electrical shall be modular system with 2x4 flush mounted handy boxes at receptacle and switch locations with a vertical void left in panel. The modules shall be type MC cable with #12AWG solid copper conductors.

There shall be 8 ea. wall switches, 30 ea. duplex receptacles, 28 ea. 110v 2x4 lay-in LED fixtures w/lights, 18 ea. tela-data locations. All electrical must meet current NEC codes and standards.

#### **1.1.8**

1 ea. 125 AMP single phase 24 space main lug breaker box. All modular wiring home runs shall be connected to breaker box circuit breakers. The entire electrical system for the modular building shall be in accordance with the National Electrical Code and shall meet all N.E.C. requirements.



### **1.1.9**

875 square feet of 20 oz. commercial grade carpet tile on second floor, (color to be selected after award) with vinyl cove molding, (color to be selected after award).

### **1.1.10**

1 ea. OSHA star system, treads shall be 36" wide diamond plate with closed risers, railing shall be two rail 1 1/2" tube. Landing shall be 48" x 48" with diamond tread floor. Landing rail shall be 42" high two rail with 4" toe plate. Stair system shall be total self-supporting and shall be fastened to the floor. Painting of structural beams, columns, stairs, landings, handrails shall be powder coated colors to be selected after award. Bar joists may be primed gray and are not powder coated.

### **1.1.11. SERVICE DELAYS:**

If for any reason the contractor is unable to perform on the project, the contractor shall immediately notify Contracting Officer, COR and the Dallas CMOP Engineering office, in writing, and provide the reason why service cannot be made (e.g. awaiting parts), and an estimated completion date.

Dallas CMOP is required to be fully operational during normal working hours, if the contractor runs into issues that will prevent the facility from operating the contractor shall provide any and all services to assure that the facility has power to operate normally.

### **1.1.12. Schedule of Services:**

The vendor shall develop, implement, and maintain a schedule of services. The vendor shall submit a copy of the schedule to the Contracting Officer, COR and Dallas CMOP engineering office for review, no later than ten days prior to commencement of work, and submit an updated schedule when changes occur.

The contractor shall not impact the normal business of the Dallas VA CMOP, any power outages, cut overs, breaker moves shall be done after production hours or on a Saturday morning if the production line is not operational.

### **1.1.13. Work Hours:**

The contractor will have access to Dallas CMOP, from 7:00 a.m. - 3:00 p.m., Monday through Friday, excluding Federal Holidays. If the vendor wants to work outside of these days/hours; the vendor shall submit the request in writing to Contracting Officer, COR and the Dallas CMOP Engineering office at least week in advance. The contractor is advised that requests are subject to disapproval.

## **1.2. General Information**

### **1.2.1. Qualifications:**

The contractor shall provide sufficient personnel who meet all contract requirements and who are competent, qualified, and adequately trained to perform services required in this SOW.

### **1.2.2. Warranty:**

The contractor shall warranty all parts, equipment, and workmanship for a period of one year from the date of Government acceptance of work.

### **1.2.3. Waste Disposal:**

The vendor shall dispose of all waste and excess materials from the job site. The vendor shall not dispose of any waste at Dallas CMOP or leave waste at the site overnight.

**1.2.4. Work Areas:**

The contractor shall, at all times, keep work areas free from accumulations of waste material, rubbish, tools, equipment, and materials. Upon completion of the job or when away from the work site, the contractor shall leave the work area and premises in a clean, neat, safe and workmanlike condition.

**1.2.5. Safety:**

The contractor shall comply with all local, state and federal laws and safety regulations. Compliance with OSHA and other applicable laws and regulations for the protection of contractor's employees is exclusively the contractor's obligation, and the Government will assume no liability or responsibility for the contractor's compliance or non-compliance with such responsibilities. The contractor shall provide contractor employees with all necessary personal protective clothing and equipment.

**1.2.6. Fire Prevention and Safety:**

Contractor's employees shall comply with the Occupational Safety and Health Act (OSHA), VA CMOP Fire Protection Program and the Fire Prevention and Health Program.

**1.2.7. Federal Holidays:**

The following Federal holidays are observed at Dallas CMOP. The contractor will not perform services on Federal holidays, or the actual day set aside for observation.

New Years Day	Labor Day
Martin Luther King's Birthday	Columbus Day
President's Day	Veterans Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

**1.2.8. Contractor Employee Conduct:**

The Government reserves the right to require removal from the site any contractor employee who endangers persons or property, whose actions are inconsistent with professional conduct, whose continued employment is inconsistent with the interest of VA CMOP security or who is found to be incapacitated or under the influence of alcohol, drugs, or other substances. Removal of employees for any reason does not relieve the contractor of the requirement to perform services specified herein.

**1.2.9. Smoking In VA Facilities:**

Contractors are advised that the Government has placed restrictions on the smoking of tobacco products in Government facilities. Contractor employees and visitors are subject to the same restrictions as Government personnel. Smoking is permitted only in designated smoking areas.

**1.2.10. Illegal Substances:**

Illegal substance possession, use, or distribution will not be tolerated on any Government installation, including VA Dallas CMOP. This includes prescribed medical marijuana. The



contractor shall ensure that contractor employees who have access do not possess, use, or distribute illegal substances. All contractors are required to adhere to all local, state and federal laws concerning possession and/or use of illegal substances. Contractors found to be in possession of illegal substances will be barred from the installation and subject to arrest and prosecution by local authorities.

#### **1.2.11. Security Requirements:**

The contractor shall obtain their security badges through Security located in the front office. Vendor's personnel and all sub-contractors shall abide by all Dallas CMOP security requirements and regulations.

#### **1.2.12. Weapons, Firearms, and Ammunition:**

Contractors employees are prohibited from possessing weapons, firearms, or ammunition, on themselves or on Government property while at VA Dallas CMOP.

### **1.3 BILLING and INVOICING:**

**1.3.1** Contractor must be registered in the Federal Government's *System for Award Management* (SAM) in order to be awarded a contract with the U.S. Government. Businesses may register in SAM at:

[https://www.unitedstatesbusinessregistration.us/?gclid=CNfZgtPZiL0CFYRQ7AodORAA\\_w](https://www.unitedstatesbusinessregistration.us/?gclid=CNfZgtPZiL0CFYRQ7AodORAA_w)

The Federal Government utilizes a third party contractor to process invoices. Contractor must be registered with OB10 in order to submit e-invoices. The Federal Government DOES NOT accept, nor can they physically process paper invoices. Paper invoices WILL NOT be paid. Contractors may register in OB10 at:

<https://www.ob10.com/us/en/#&panel1-4>

Contractors are authorized to submit itemized e-invoices through OB10 monthly however, quarterly invoicing is highly recommended.

### **1.4 QUALITY CONTROL/ASSURANCE**

#### **1.4.1. QUALITY CONTROL**

The contractor will be responsible for the quality control of all work performed. All work must be performed in accordance with industry standards, manufactures specifications, installation instructions/recommendations, related documents provided and in compliance with all applicable codes and regulations. NEC, IBC, State, County, and local authority. Perform all required tests on all work as specified herein and in accordance with code requirements and industry standards to ensure full and complete operation of all systems.

### **2.0 GOVERNMENT FURNISHED MATERIAL**

**NONE**

### **3.0 GOVERNMENT FURNISHED EQUIPMENT**

**NONE**

### **4.0 INSPECTIONS**

**4.1.** The Government reserves the right to perform initial, follow-up, and final inspections and acceptance of all work. The Dallas CMOP engineering office shall inspect and accept all work and workmanship.

**\*\*\*\*\* END \*\*\*\*\***

35'

25'

2nd Story

8' x 8'

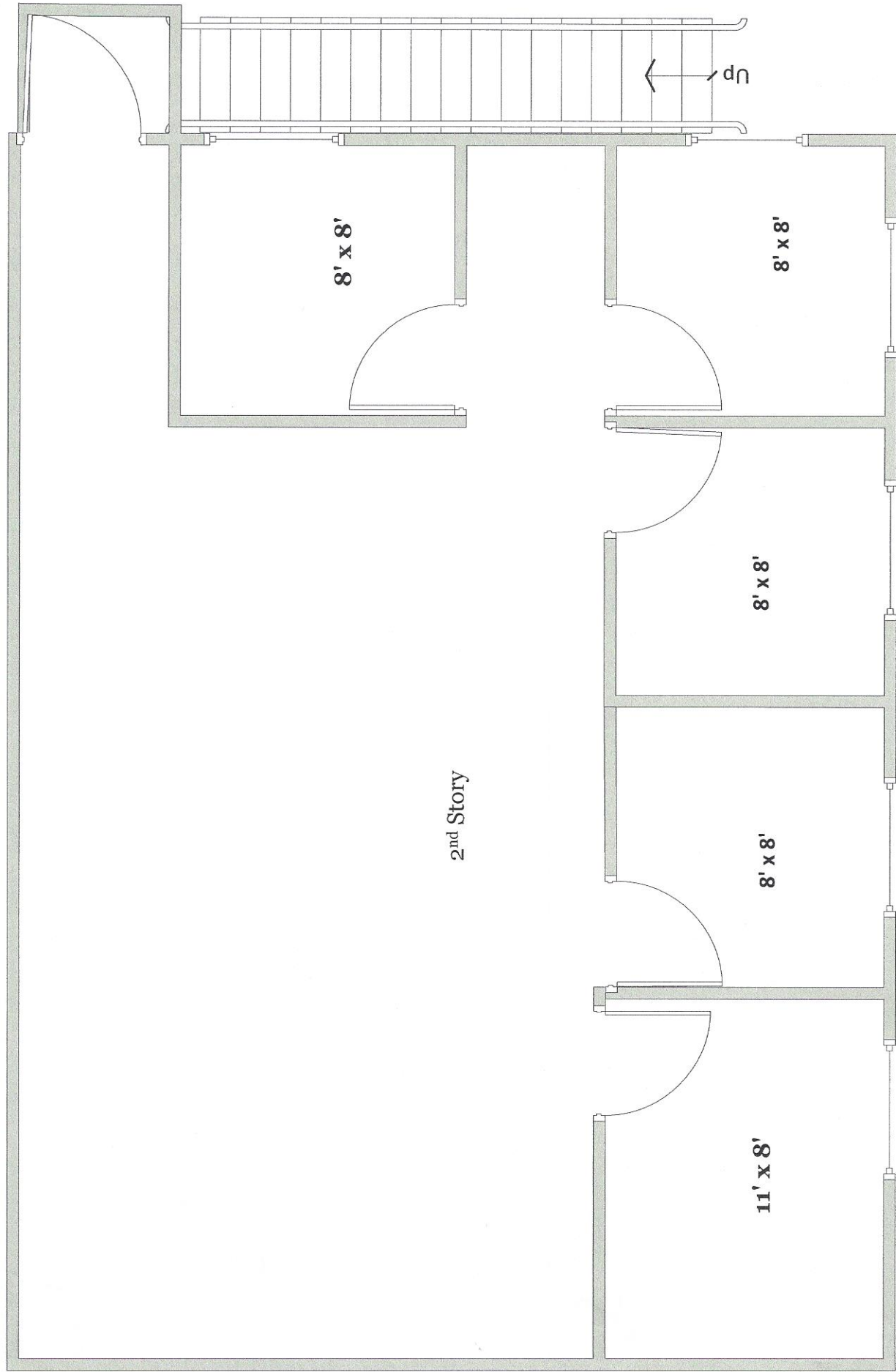
8' x 8'

8' x 8'

8' x 8'

11' x 8'

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Ground Level

