

## PHARMACY WALLS

### PROJECT SCOPE-OF-WORK

#### SECTION 1: SCOPE OF WORK

Provide all labor, materials, tools and equipment, and services necessary for construction of a project described here in other specific tasks as further defined by this Request For Proposal (RFP)

##### 1.0 STATEMENT OF WORK:

- A. This Statement of Work will be issued under contract "Pharmacy Walls", Project No. 503-12-204.
- B. This plan address, procedures for creating a corridor within and between two consulting rooms. All walls are non-structural. The walls are needed so that interviewers will be able to speak with the veterans in privacy. This will also allow for the copy machine located within the consultant room to be accessible to other users while the room is in use. This work also includes the removal and replacement of the Blue Team Area reception window.
  - a. Remove and relocate existing ceiling tile and grid to accommodate the new walls within room 156A1, 156B and the new Corridor Area.
  - b. Remove and relocate existing sprinklers system to provide adequate coverage within new corridor room.
  - c. Provide new sprinkler system for adequate coverage within room 156A1.
  - d. Remove and relocate existing supply air to provide adequate coverage within new corridor room.
  - e. Provide new supply air to provide adequate coverage within room 156A1.
  - f. Remove and relocate existing return air in room 156B so as not to interfere with new corridor walls.
  - g. Remove and relocate existing ceiling lights so that two 2'x4' lights are within room 156A1. Adjust wiring so that the switch will at the exit door for room 156A1 will operate only these lights.
  - h. Provide a single 2'x4' light within new corridor area. The light shall be operated by a switch at both exit doors within this area.
  - i. Construct two new non-structural walls within rooms 156A1 and 156B to create a new corridor area. The wall in room 156B shall be approximately 4'-0" and have an interior door with the hospitals standard hardware set to match the Pharmacy area. The wall in room 156A1 shall be approximately 10'-0" and be a solid wall with one quad receptacle and one data jack. A data jack consists of one voice line and two data lines and meets the hospitals standards for jacks. The new corridor shall be approximately 6'-8" wide and 12'-8" long as indicated on the floor plan. All walls shall be studded 16" o.c. out of metal studding. Walls shall be 5/8" gypsum board and painted to match the existing walls.

- j. The floor tile shall not be damaged. New base material shall be provided for the new walls and shall match the existing base color.
  - k. Exit signs shall be provided above the new door and above the existing door within the corridor area.
  - l. Demolition shall consist of the removal, relocation and/or adjustment of existing condition that interfere or may interfere with the construction to accommodate the new proposed design as shown on the plans. All waste material is the property of the contractor and shall be removed off the site daily as required by the specification. Property of the VA shall be stored in a secure and safe area in order to prevent any damage to material. It is the contractor's responsibility to provide or make arrangement to accommodate such storage.
  - m. Paint two layers and Prime walls in rooms 156A1 (130 sf), 156B (60 sf) and new corridor walls (190 sf). This area include existing walls that are on the same coplanar. Walls shall be sanded between priming and each layer of paint.
  - n. Provide construction barriers as required to meet the VA standards.
  - o. Remove, enlarge and replace the window in the Blue Team area with a solid ½" laminated safety glass that is 38"x67" clear metal clad window with two stainless steel transaction tray slots. The window is to have two voice speaking speakers positioned over the stainless steel transaction tray slots, a new solid surface countertop with ¾" plywood substrate. The counter is to be anchored with a 4x4x3/16" steel angle anchored to the plywood and metal studs, a fire rated coiling counter shutter hood is to be provided to cover the entire window and will activate with the alarm system. When the shutter is closed, it will seal off the transaction tray slots. All work is to include the demolition and construction of the electrical, mechanical, structural and finish work related to included but limited to the power for the shutter, painting and finishing of the wall to match existing and removal of all debris and cleaning.
- C. All work performed includes but not limited to: Mechanical, electrical, structural, HVAC, Plumbing and Architectural Demolition, replacements, and clean-up of the entire project and project site in order to achieve a complete finished project acceptable to the Contracting Officer, COTR and VAMC.

2.0 MATERIAL HANDLING

- A. The Contractor is required to provide, and coordinate delivery of all material required for the performance of the work.
- B. Deliver materials in the packaging of the supplier, bearing the brand name, color, thickness and other relevant data.
- C. Materials will not be stored or stockpiled in the Pharmacy Area or rooms being worked on.
- D. Materials shall not block or interfere with Emergency egress or Hospital operations.
- E. Two day supply may be in rooms being worked in.
- F. Provide a storage shed for materials to be located as directed by the COTR on campus if required.

- G. Store materials in a secure dry area away from other materials which may cause deterioration.
  - H. The Contractor is responsible to move materials and equipment from the approved storage area to area of work/installation.
- 3.0 MATERIAL AND EQUIPMENT
- A. The Contractor will provide material, and the labor for unloading trucks and trailers and stocking of the material in the approved storage area.
  - B. The Contractor will provide all materials, and labor to complete room 156A1, room 156B and the new corridor area.
  - C. The material includes all finished work and related accessories.
  - D. Ceiling Tile: Armstrong Acoustical Ceiling Material.
  - E. The copy machine shall be accessible at all times and protected during construction.
- 4.0 INSTALLATION AND EXECUTION
- A. Remove and relocate fixtures and utilities in room 156A1 and 156B as shown on the project plans. Installation requires equipment and utilities to be fully operations and functional as designed.
  - B. Contractor shall not damage the flooring in any area and is responsible to protect this area during construction.
  - C. Contractor is to remove the ceiling tile and grid work to accommodate location of new walls.
  - D. Contractor is to build new walls as indicated on the construction plans.
  - E. Contractor is to install utilities electrical, data and communication.
  - F. Contractor is responsible for adjusting the fire suppression as required to meet NFPA standards.
  - G. Contractor is responsible for adjusting the HVAC duct work to accommodate both rooms.
  - H. Contractor is responsible for the grid and installation of the ceiling to accommodate the new walls.
  - I. Contractor is responsible for finishing the walls in accordance with the specifications.
  - J. The work includes all glue down and vinyl base trim.
  - K. The work includes all grouting and sealing of work when applicable.
  - L. Work includes all transition especially at any floor area where stop is required.
  - M. Contractor is to provide all required work for the replacement of the window in the Blue Team area to include the removal and replacement of the window and all finish work to ensure a completed project. This includes all painting and trim work around the window.
- 5.0 CLEANING
- A. The work includes picking up and sweeping materials and scrap and general debris in the work area on a daily basis.
  - B. Remove excess adhesive and blemishes from the completed surfaces of flooring and skirting.
  - C. The work includes cleaning all rooms and finished floors of large debris.
  - D. The work includes barricades required to prevent odors and dust from escaping. All equipment and areas shall be protected and covered with plastic. The copier shall be accessible at all times.

- E. The work includes all ILSM safety measures.
  - F. Contractor is responsible to cover all dumpsters with a tarp when not actively being used.
- 6.0 PROTECTION OF WORK
- A. Special care is given to protect finish flooring. Contractor is to provide for covering resilient surfaces with a heavy builders paper cutting and taping it securely in place or provide plywood/hardboard.
  - B. Remove and replace work which cannot be successfully repaired or cleaned.
  - C. DO NOT use asphalt saturated felt or paper to protect the floor.
  - D. Protection of existing walls not to be demo is the responsibility of the contractor. All repairs to the walls due to neglect are the responsibility of the contractor. Prior identification of damage shall be brought to the COTR attention prior to work.
- 7.0 WINTER PROTECTION
- A. N/A
- 8.0 HEALTH AND SAFETY
- A. The Contractor is responsible to recognize any deficiencies and stop work until correction is made.
- 9.0 EXCLUSIONS:
- A. Broom sweeping the floors before an area is turned over to the Contractor for flooring.
- 10.0 SCHEDULE
- A. A final project schedule shall be determined by the Contractor and submitted for approval by the Government. It is the responsibility of the Contractor to maintain an adequate work crew on site to complete the work within the Governments specified time constraints.
  - B. Unless otherwise approved by the Contracting Officer, all work associated with this contract shall be completed in accordance with the provided performance schedule.
- 11.0 PROJECT MEETINGS
- A. An optional Kickoff meeting will be scheduled by the contracting Officer and COTR. All contractors, sub-contractors, manufacturers and suppliers are invited to attend. The following agenda is furnished for this meeting:
    - 1. Open meeting
    - 2. Overview of the Project
    - 3. General Requirements, solicitation documents and Offer Submission Procedure
    - 4. Non-technical questions and answers
    - 5. Close meeting
    - 6. Site walk through
  - B. A pre-construction meeting will be scheduled following Contractor selection. Attendees will include the Contractor, Sub-Contractor and representatives of the Government.
  - C. Project progress meeting will be conducted as deemed necessary by the Contracting Officer and COTR.
- 12.0 BIDDING REQUIREMENTS
- A. Quantities provided are for information purposes only. Actual determination of baseline project quantities shall be the responsibility of the contractor.
- 13.0 SPECIAL CONDITIONS

- A. If the Contractor has any questions as to possible errors or omissions in the specifications, they shall immediately bring the discrepancy or other question to the Contracting Officers and COTR's attention in writing and obtain a written decision as to the methods and materials to be used, before the submission of their bid. Failure to obtain clarification in writing shall not relieve the Contractor of performing the normal good practice of the Industry Standards.
- B. The contractor shall provide temporary electric panel for his equipment and, where required, shall provide temporary lighting in accordance with all applicable codes and standards.
- C. The Owner shall provide water and electric power at area. All temporary water and electrical connection shall be turned off and disconnected at the end of the work shift. All wastewater from the project shall be pre-filtered, stored in barrels and re-used as amended water or disposed of as contaminated waste.
- D. No consideration or allowance will be granted for any misunderstanding or discrepancies of work practices or materials used without written permission from the Contracting Officer.