

**SECTION 01 00 00
GENERAL REQUIREMENTS**

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SECTION 01 00 00
GENERAL REQUIREMENTS

1.1 SAFETY REQUIREMENTS

Refer to section 01 35 26, SAFETY REQUIREMENTS for safety and infection control requirements.

1.2 GENERAL INTENTION

1. A. Contractor shall completely prepare site for building operations, and shall furnish contract construction services to include all labor, equipment and materials to complete all the work to construct ante room 1D-120 in the Emergency Room (ER) area, project 623-17-001. The project to include demolition, new walls and doors, plumbing, mechanical, electrical, repair, general construction and other services as required per this Scope of Work, drawings and Specifications.
- B. Visits to the site by Bidders may be made only by appointment with the Medical Center Engineering.
- C. VA Engineering Service, will render technical services during construction.
- E. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.

1.3 STATEMENT OF BID ITEM(S)

- A. ITEM I, Scope Of Work:

General Notes:

1. Contractor shall furnish contract construction services to include all labor, equipment and materials to complete all the work to construct ante room in 1D-120 in the Emergency Room (ER) area, project 623-17-001. The project to include demolition, new walls and doors, plumbing, mechanical, electrical, repair, general construction and other services as required per this Scope of Work, drawings A1, M1, M2 and M3 and Specifications.
2. All Dimensions are approximate. Contractor shall verify all field dimensions and exact location.
3. Contractor is to remove all debris and demolition items completely off job site.
4. Contractor to comply with VA, OSHA and NFPA safety rules and regulations and adhere to all applicable codes.
5. Contractor to minimize the dust at this area.
6. Project shall be completed in no more than 21 days from delivery of doors.

7. Contractor shall implement the Veterans Affairs Medical Center (VAMC) construction safety and infection control requirements. This paper work will be provided to the contractor. Also, see spec section 010000.
8. Install/modify/repair walls, door, ceiling and floor finishes, hardware, trim-work, cover-plates, and other finishes as required and to match existing.
9. Contractor to submit submittals for all items such as doors, mechanical items, etc. in compliance with the technical requirements of the contract documents. Comply with specification section 013323 shop submittals.
10. Contractor to install and seal all penetration of smoke and fire walls and areas that resulted from the construction of this project. The smoke and fire stopping materials must be approved according FM, UL, WH or other approved system.
11. Contractor to comply, follow and implement Infection Control Risk Assessment (ICRA) classification and Interim Life safety Measure (ISLM). Obtain ICRA and ISLM permits that will be issued by the COR. Post both Permits outside of the appropriate construction area. Class III will be utilized for this project. See Spec SECTION 01 35 26 SAFETY REQUIREMENTS.

Demolition:

1. Remove existing bi-fold door for new door only. Do not remove portion of the wall above the frame of the bi-fold door as showing in drawing.
2. Remove approx. 3'X 7' part of the wall between room 120 and 121 for new 3'door and Frame as showing in drawing.
3. Remove and cap existing two electrical outlets in the wall between room 120 and 121.
4. Construct a temporary construction plastic barrier with Zipper opening in the hallway front room 120 only. The size should be approx. 3'X the width of the room 120. Install before start the work.
5. Contractor to work with the ER staff to minimize the construction noise. Work demolition that creates loud noise required to be completed between 6:00am to 10:00am.
6. Contractor to remove and relocate the paper towel dispensers and lotion sanitizers in both rooms as required to different location when cut the wall between the rooms for new door and for installation of the curtain rod. Coordinate with COR for exact location.
7. Contractor to seal doors and HVAC vent before start the work.
8. Maintain negative air pressure by Provide and place a HEPA filter machine in the rooms as required by infection control.

New Architectural Construction:

1. Construct new infill wall in room 120 where the bi-fold door was removed. Add insulation in the wall. Match existing materials and condition of wall. Patch and paint.
2. Install new .06" thick and 4" high rubber cove base on the new wall. VA will provide the material and contractor install.
3. Apply 3 Coats of paint on all new finish surface walls. VA will provide the VCT tiles and contractor install.

4. Install VCT tile under the new 3' glass door between room 120 and 121. VA will provide the material and contractor install.
5. Provide and install 4' wide glass door and frame where bi-fold door was in room 120 with laminated glass as showing in drawing. Match existing door and frame in room 121 as showing in drawing. Patch and paint wall as required.
6. Provide and install new 3'X7' glass door and frame, between rooms 120 and 121 with laminated glass as showing in drawing, match existing doors. Patch and paint wall as required.
7. Install one new cubical curtain rod front of the new 3' glass door in room 121. Attach the cubical curtain rod on the existing wall as indicted on the drawing. Install the rod close to the new door to avoid the ceiling lift when moving. Coordinate with COR for exact location Match existing rods condition and color.
8. Make room 120 negative air pressure by modifying the existing HVAC system including required items per new SOW mechanical design and drawings, also, see new mechanical construction notes below. Also, include installation of one new air pressure monitor device on the new wall outside of room120. The system shall be balanced and tested before used.

New Mechanical Construction:

1. Perform a baseline air test of the system to verify existing conditions and operation of the exhaust system. Verify the existing static pressure is in excess of 3.2 in WG, then install a new fan motor that is capable of providing higher static pressures at the new design flow rate.
2. Replace the existing ¾ HP motor with a new 1.5 HP motor.
3. Building controls contractor must configure the VAV box TU-ER-10 to make it a constant volume unit. Supply air to the new Ante Room 1D-120 needs to be fixed at 200 CFM.
4. Modify ductwork in mechanical mezzanine to disconnect existing room return air duct from primary return duct. Cap opening in primary return duct. Extend existing return air duct to new 8" Airflow Control Valve (ACV). Install new 10" exhaust duct from new ACV to existing 10" exhaust duct, downstream from existing ACV-6. Verify that all existing and new ductwork connected to existing exhaust system has been inspected and sealed of leak points.
5. Install new pressure monitoring room panel outside of new Ante Room. New panel shall be capable of monitoring pressure between three spaces, the corridor, the new Ante Room, and the existing Isolation room. New panel shall be Phoenix Controls Advanced Pressure Monitor II (APM2).

1.4 SPECIFICATIONS AND DRAWINGS FOR CONTRACTOR

- A. Drawings and contract documents may be obtained from the website where the solicitation is posted. Additional copies will be at Contractor's expense.

1.5 CONSTRUCTION SECURITY REQUIREMENTS

A. Security Plan:

1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
2. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.

B. Security Procedures:

1. General Contractor's employees shall not enter the project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.
2. Before starting work the General Contractor shall give one week's notice to the Contracting Officer so that security and escort arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.
3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

C. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.

3. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the Contracting Officer upon request.
4. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.
5. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
6. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".
7. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).
 - a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.
 - b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

1.6 OPERATIONS AND STORAGE AREAS

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Working space and space available for storing materials shall be as determined by the COR.
- C. Workmen are subject to rules of Medical Center applicable to their conduct.

D. Execute work so as to interfere as little as possible with normal functioning of Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others. Use of equipment and tools that transmit vibrations and noises through the building structure, are not permitted in buildings that are occupied, during construction, jointly by patients or medical personnel, and Contractor's personnel, except as permitted by COR where required by limited working space.

1. Do not store materials and equipment in other than assigned areas.

2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to Medical Center areas required to remain in operation.

3. Where access by Medical Center personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements.

E. Utilities Services: Where necessary to cut existing pipes, electrical wires, conduits, cables, etc., of utility services, or of fire protection systems or communications systems (except telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by COR. All such actions shall be coordinated with the COR or Utility Company involved:

1. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.

F. Phasing:

The Medical Center must maintain its operation 24 hours a day 7 days a week. Therefore, any interruption in service must be scheduled and coordinated with the COR to ensure that no lapses in operation occur. It is the CONTRACTOR'S responsibility to develop a work plan and schedule detailing, at a minimum, the procedures to be employed, the

equipment and materials to be used, the interim life safety measure to be used during the work, and a schedule defining the duration of the work with milestone subtasks. The work to be outlined shall include, but not be limited to:

To insure such executions, Contractor shall furnish the COR with a schedule of approximate phasing and dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify COR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such phasing and dates to insure accomplishment of this work in successive phases mutually agreeable to Medical Center Director, COR and Contractor, as follows:

- G. Building(s) No.53 will be occupied during performance of work.
 - 1. Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected areas to be used in the Medical Centers operations will not be hindered. Contractor shall permit access to Department of Veterans Affairs personnel and patients through other construction areas which serve as routes of access to such affected areas and equipment. These routes whether access or egress shall be isolated from the construction area by temporary partitions and have walking surfaces, lighting etc to facilitate patient and staff access. Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Medical Center operations will continue during the construction period.
- H. Construction barrier: Before construction operations begin, Contractor shall provide a temporary construction barrier, around the construction area indicated on the SOW. Provide Zipper opening s as required for access with necessary, including hasps and padlocks. Remove the Temporary Construction barrier when directed by COR.
- I. When a building and/or construction site is turned over to Contractor, Contractor shall accept entire responsibility including upkeep and maintenance therefore:

1. Contractor shall maintain a minimum temperature of 4 degrees C (40 degrees F) at all times, except as otherwise specified.
2. Contractor shall maintain in operating condition existing fire protection and alarm equipment. In connection with fire alarm equipment, Contractor shall make arrangements for pre-inspection of site with Fire Department or Company (Department of Veterans Affairs or municipal) whichever will be required to respond to an alarm from Contractor's employee or watchman.

J. Utilities Services: Maintain existing utility services for Medical Center at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, steam, gases, sewer or air pipes, or conduits, wires, cables, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by COR.

1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of COR. Electrical work shall be accomplished with all affected circuits or equipment de-energized. When an electrical outage cannot be accomplished, work on any energized circuits or equipment shall not commence without a detailed work plan, the Medical Center Director's prior knowledge and written approval.
2. Contractor shall submit a request to interrupt any such services to COR, in writing, 7 days in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.

4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the COR.
 5. In case of a contract construction emergency, service will be interrupted on approval of COR. Such approval will be confirmed in writing as soon as practical.
 6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- K. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be entirely removed, shall be sealed, capped or plugged at the main, branch or panel they originate from. The lines shall not be capped in finished areas, but shall be removed and sealed, capped or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions; so that they are completely behind the finished surfaces.
- L. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times with approval.
 2. Method and scheduling of required cutting, altering and removal of existing roads; walks and entrances must be approved by the COR.
- M. Coordinate the work for this contract with other construction operations as directed by COR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

1.7 ALTERATIONS

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COR in which alterations occur and areas which are anticipated routes of access.
1. Existing condition and types of resilient flooring, doors, windows, walls and other surfaces not required to be altered throughout affected areas of building.
 2. Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, venetian blinds, shades, etc., required by drawings to be either reused or relocated, or both.
 3. Shall note any discrepancies between drawings and existing conditions at site.
 4. Shall designate areas for working space, materials storage and routes of access to areas within buildings where alterations occur and which have been agreed upon by Contractor and COR.
- B. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of COR, to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by Contractor with new items in accordance with specifications which will be furnished by Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236-2) and "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- C. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and COR together shall make a thorough re-survey of the areas of buildings involved.
- D. Protection: Provide the following protective measures:
1. Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.

2. Protection of interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

1.8 DISPOSAL AND RETENTION

- A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:
 1. Reserved items which are to remain property of the Government are noted on drawings or in specifications as items to be stored. Items that remain property of the Government shall be removed or dislodged from present locations in such a manner as to prevent damage which would be detrimental to re-installation and reuse. Store such items where directed by COR.
 2. Items not reserved shall become property of the Contractor and be removed by Contractor from Medical Center.
 3. Items of portable equipment and furnishings located in rooms and spaces in which work is to be done under this contract shall remain the property of the Government. When rooms and spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.

1.9 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall

trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor. **(FAR 52.236-9)**

D. Refer to FAR clause 52.236-7, "Permits and Responsibilities," which is included in General Conditions. A National Pollutant Discharge Elimination System (NPDES) permit is required for this project. The Contractor is considered an "operator" under the permit and has extensive responsibility for compliance with permit requirements. VA will make the permit application available at the (appropriate medical center) office. The apparent low bidder, contractor and affected subcontractors shall furnish all information and certifications that are required to comply with the permit process and permit requirements. Many of the permit requirements will be satisfied by completing construction as shown and specified. Some requirements involve the Contractor's method of operations and operations planning and the Contractor is responsible for employing best management practices. The affected activities often include, but are not limited to the following:

- Designating areas for equipment maintenance and repair;
- Providing waste receptacles at convenient locations and provide regular collection of wastes;
- Locating equipment wash down areas on site, and provide appropriate control of wash-waters;
- Providing protected storage areas for chemicals, paints, solvents, fertilizers, and other potentially toxic materials; and

- Providing adequately maintained sanitary facilities.

1.10 RESTORATION

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the COR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COR before it is disturbed. Materials and workmanship used in restoring work, shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.
- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone) which are not scheduled for discontinuance or abandonment.
- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2).

1.11 PHYSICAL DATA

- A. Data and information furnished or referred to below is for the Contractor's information. The Government shall not be responsible for any interpretation of or conclusion drawn from the data or information by the Contractor.

1.12 AS-BUILT DRAWINGS

- A. The contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, to include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the COR review, as often as requested.
- C. Paragraphs A, B & C shall also apply to all shop drawings.

1.13 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to written approval and compliance with the following provisions:
 - 1. Permission to use each unit or system must be given by COR in writing. If the equipment is not installed and maintained in accordance with the written agreement and following provisions, the COR will withdraw permission for use of the equipment.
 - 2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, motor controllers and their overload elements shall be properly sized, coordinated and adjusted. Installation of temporary electrical equipment or devices shall be in accordance with NFPA 70, National Electrical Code, (2014 Edition), Article 590, *Temporary Installations*. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.
 - 3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
 - 4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.

5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government. Boilers, pumps, feed water heaters and auxiliary equipment must be operated as a complete system and be fully maintained by operating personnel. Boiler water must be given complete and continuous chemical treatment.
 - A. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
 - B. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.
 - C. Any damage to the equipment or excessive wear due to prolonged use will be repaired replaced by the contractor at the contractor's expense.

1.14 TEMPORARY USE OF EXISTING ELEVATORS

- A. Use of existing elevators for handling building materials and Contractor's personnel will be permitted subject to following provisions:
 1. Contractor makes all arrangements with the COR for use of elevators. The COR will ascertain that elevators are in proper condition. Contractor may use service elevators in Building for exclusive use for daily use.

1.15 AVAILABILITY AND USE OF UTILITY SERVICES

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The amount to be paid by the Contractor for chargeable electrical services shall be the prevailing rates charged to

the Government. The Contractor shall carefully conserve any utilities furnished without charge.

- B. The Contractor, at Contractor's expense and in a workmanlike manner, in compliance with code and as satisfactory to the Contracting Officer, shall install and maintain all necessary temporary connections and distribution lines, and all meters required to measure the amount of electricity used for the purpose of determining charges. Before final acceptance of the work by the Government, the Contractor shall remove all the temporary connections, distribution lines, meters, and associated paraphernalia and repair restore the infrastructure as required.

1.6 TESTS

- A. As per specification section 23 05 11 the contractor shall provide the documentations of the testing and balancing complete with component level, equipment level, sub-system level and system level breakdowns. The contractor shall provide documents of the results and submit it to the COR with the as built documentation.
- B. Pre-test mechanical and electrical equipment and systems and make corrections required for proper operation of such systems before requesting final tests. Final test will not be conducted unless pre-tested.
- C. Conduct final tests required in various sections of specifications in presence of an authorized representative of the Contracting Officer. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.
- D. Mechanical and electrical systems shall be balanced, controlled and coordinated. A system is defined as the entire system which must be coordinated to work together during normal operation to produce results for which the system is designed. For example, air conditioning supply air is only one part of entire system which provides comfort conditions for a building. Other related components are return air, exhaust air, steam, chilled water, refrigerant, hot water, controls and electricity, etc. Another example of a system which involves several components of different disciplines is a boiler installation. Efficient and acceptable boiler operation depends upon the coordination and proper

operation of fuel, combustion air, controls, steam, feedwater, condensate and other related components.

- E. All related components as defined above shall be functioning when any system component is tested. Tests shall be completed within a reasonable period of time during which operating and environmental conditions remain reasonably constant and are typical of the design conditions.
- F. Individual test result of any component, where required, will only be accepted when submitted with the test results of related components and of the entire system.

1.7 INSTRUCTIONS

- A. Contractor shall furnish Maintenance and Operating manuals (hard copies and electronic) and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals and one compact disc (four hard copies and one electronic copy each) for each separate piece of equipment shall be delivered to the COR coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long periods of time and dismantling and reassembling of the complete units and sub-assembly components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.

C. Instructions: Contractor shall provide qualified, factory-trained manufacturers' representatives to give detailed training to assigned Department of Veterans Affairs personnel in the operation and complete maintenance for each piece of equipment. All such training will be at the job site. These requirements are more specifically detailed in the various technical sections. Instructions for different items of equipment that are component parts of a complete system, shall be given in an integrated, progressive manner. All instructors for every piece of component equipment in a system shall be available until instructions for all items included in the system have been completed. This is to assure proper instruction in the operation of inter-related systems. All instruction periods shall be at such times as scheduled by the COR and shall be considered concluded only when the COR is satisfied in regard to complete and thorough coverage. The contractor shall submit a course outline with associated material to the COR for review and approval prior to scheduling training to ensure the subject matter covers the expectations of the VA and the contractual requirements. The Department of Veterans Affairs reserves the right to request the removal of, and substitution for, any instructor who, in the opinion of the COR does not demonstrate sufficient qualifications in accordance with requirements for instructors above.

1.18 GOVERNMENT-FURNISHED PROPERTY

- A. The Government shall deliver to the Contractor, the Government-furnished property shown on the Schedule or drawings.
- B. Equipment furnished by Government to be installed by Contractor will be furnished to Contractor at the Medical Center.
- C. Contractor shall be prepared to receive this materials from Government and store them.

1.19 RELOCATED ITEMS

- A. Contractor shall disconnect, dismantle as necessary, remove and reinstall in new location, existing items indicated in this SOW and shown in drawing to be relocated by the Contractor.
- B. Perform relocation of such items in a manner as directed by the COR.

- C. Suitably cap existing service lines, such as steam, condensate return, water, drain, gas, air, vacuum and/or electrical, at the main whenever such lines are disconnected from equipment to be relocated. Remove abandoned lines in finished areas and cap as specified herein before under paragraph "Abandoned Lines".

- D. Provide all mechanical and electrical service connections, fittings, fastenings and any other materials necessary for assembly and installation of relocated equipment; and leave such equipment in proper operating condition.

- F. All service lines such as noted above for relocated equipment or items shall be in place at point of relocation ready for use before any existing equipment or items is disconnected. Make relocated existing equipment ready for operation or use immediately after reinstallation.

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