

DRAFT STATEMENT OF WORK

SCI crawlspace emergent structural repairs

Project # 590-14-112

1.0 Scope

The Contractor shall be provide all labor, tools, equipment, transportation, materials, and incidentals required for SCI crawlspace emergent structural repairs at the VA Medical Center Hampton.

2.0 Description of Work

The contractor shall be responsible for shoring, utilities, and all structural repairs and associated appurtenances as shown in the design drawings. When existing systems need to go offline under the performance of this Statement of Work, the contractor shall seek written approval from the Contracting Officer's Representative (COR), no less than two (2) weeks prior to taking the system offline. At no time shall the system be offline for an excess of four (4) hours in duration. The government, at its discretion may require this work to take place after normal business hours.

3.0 Period of Performance:

Work shall be completed by the contractor within One-Hundred and Twenty (120) days from date of issuance of the Notice to Proceed (NTP).

4.0 Work Areas

The contractor shall establish, secure, and maintain work areas as necessary throughout the period of the contract, prominently identifying potential hazards and dangers to personnel and traffic in or near the work area.

5.0 Construction Security Requirements

5.1 Security Procedures:

5.1.1 General Contractor's employees shall not enter the project site without appropriate badge. All contract employees who require access to Department of Veterans Affairs' controlled property shall be subject to a National Agency Check with Written Inquiries (NACI) background investigation. A Special Agreement Check (SAC) will be initiated on each employee. If there are no actionable issues, a temporary Personal Identity Verification (PIV) will be issued. SAC results will require 1 to 3 business days. Once the NACI is adjudicated (4-6 months) a three-year PIV will be

issued. The position sensitivity of these contract employees has been designated as Low Risk. Fingerprints will be taken by the local VA Police, PCI/PIV office and submitted for the SAC and NACI. It is the responsibility of the Contractor to make all necessary arrangements with VAP, PIV office. Information and any documents required by the contractor will be supplied by the VA during the post award conference. The PIV badge is the property of the VA and must be surrendered upon completion of employment or contract completion. It is highly encouraged potential persons selected for hire are pre- screened by the contractor for criminal history or other contract requirements. Employees with criminal histories will not be permitted to work until the adjudication process is complete. No employees will be permitted to work until the SAC is completed with no issues. Thereafter, temporary ID will be issued to work until the NACI is adjudicated.

5.1.2 Contractor Responsibilities,

The contractor shall submit or have their employees submit the required forms (SF 86 or SF 85P, SF 85P-S, FD 258, Contractor Fingerprint Chart, VA Form 0710, Authority for Release of Information Form, and Optional Forms 306 and 612) to the VA Office of Security and Law Enforcement within 30 days of receipt.

The contractor, when notified of unfavorable background adjudication either SAC or NACI shall withdraw the affected employee from working under this contract. Failure to comply with contractor personnel security and below training requirements may result in termination of the contract by default.

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- 5.2 For working outside the “regular hours” as defined in the contract, The General Contractor shall give 3 days’ notice to the COR; also includes notice to any required utility shutdown.
 - 5.3 No photography of VA premises is allowed without written permission of the Contracting Officer.
 - 5.4 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.
- 6.0 Key Control:
- 6.1 The General Contractor shall provide duplicate keys and lock combinations to the COR for the purpose of security inspections of every area of project including tool boxes and parked machines and take any emergency action.
- 7.0 Specific requirements:
- 7.1 Infection Control and Fire Safety issues will be addressed and corrective actions adhered to prior too demolition and throughout the entire construction process.
 - 7.2 The contractor will coordinate any work outside normal working hours with the COR. Due to the nature and complexity of this contract, contractor maybe required to accomplished work after-hours and/or on weekend as indicated on the drawings.
- 8.0 Fire Safety
- 8.1 Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.
 - 8.2 American Society for Testing and Materials (ASTM) E84-1998 Surface Burning Characteristics of Building Materials
 - 8.3 National Fire Protection Association (NFPA): 10-1998 Standard for Portable Fire Extinguishers
 - FCLCH-30-1996 Flammable and Combustible Liquids Code

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- 8.4 51B-1999 - Standard for Fire Prevention During Welding, Cutting and Other Hot Work
- 8.5 70-1999 - National Electrical Code
241-1996 - Standard for Safeguarding Construction, Alteration, and Demolition Operations
- 8.6 Occupational Safety and Health Administration (OSHA) 29 CFR 1926 Safety and Health Regulations for Construction
- 8.7 Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to COTR for review for compliance with contract requirements.
- 8.8 Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- 8.9 Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- 8.10 Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- 8.11 Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- 8.12 Perform other construction, alteration and demolition operations in accordance with 29 CFR

9.0 PROTECTION:

- 9.1 Perform demolition in such manner as to eliminate hazards to persons and property; to minimize interference with use of adjacent areas, utilities and structures or interruption of use of such utilities; and to provide free passage

to and from such adjacent areas of structures. Comply with requirements of section general conditions, article accident prevention.

9.2 Provide safeguards, including warning signs, barricades, temporary fences, warning lights, and other similar items that are required for protection of all personnel during demolition and removal operations.

9.3 Maintain fences, barricades, lights, and other similar items around exposed excavations until such excavations have been completely filled.

9.4 Prevent spread of flying particles and dust. Sprinkle rubbish and debris with water to keep dust to a minimum.

9.5 In addition, to previously listed fire and safety rules to be observed in performance of work, include following:

9.5.1 Wherever a cutting torch or other equipment that might cause a fire is used, provide and maintain fire extinguishers nearby ready for immediate use. Instruct all possible users in use of fire extinguishers.

10.0 DEMOLITION:

10.1 Debris, including brick, concrete, stone, metals and similar materials shall become property of Contractor and shall be disposed of by him, off the Medical Center.

11.0 CLEAN-UP:

11.1 On completion of work of this section and after removal of all debris, leave site in clean condition satisfactory to VAMC project manager. Clean-up shall include off the medical center disposal of all items and materials not required to remain property of the government as well as all debris and rubbish resulting from demolition operations.

12.0 OPERATIONS AND STORAGE AREAS

12.1 Working space and space available for storing materials shall be as determined by the COR.

12.2 Workmen are subject to rules of medical center applicable to their conduct.

12.3 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 the COR where required by limited working space.

- 12.4 Do not store materials and equipment in other than assigned areas.
- 12.5 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 ten work-days. Provide unobstructed access to medical center areas required to remain in operation.
- 12.6 Phasing: to insure such executions, contractor shall furnish the COR with a schedule of approximate phasing dates on which the contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, contractor shall notify the 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 dates to insure accomplishment of this work in successive phases mutually agreeable to medical center director, chief engineer, COR and contractor.
- 12.7 Work location will be occupied during performance of work.
- 12.8 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. Coordinate alteration work in areas occupied by department of veterans affairs so that medical center operations will continue during the construction period.

12.9 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 the COR.

13.0 TEMPORARY TOILETS

13.1 Provide where directed, (for use of all Contractor's workmen) ample temporary sanitary toilet accommodations with suitable sewer and water connections; or, when approved by VAMC Project Manager, provide suitable dry closets where directed. Keep such places clean and free from flies, and all connections and appliances connected therewith are to be removed prior to completion of contract, and premises left perfectly clean.

13.1.1 Contractor may have for use of Contractor's workmen, such toilet accommodations as may be assigned to Contractor by Medical Center. Contractor shall keep such places clean and be responsible for any damage done thereto by Contractor's workmen. Failure to maintain satisfactory condition in toilets will deprive Contractor of the privilege to use such toilets.

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

14.1 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 is not to be removed and which does 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.

14.2 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.

15.0 USE OF ROADWAYS

15.1 For hauling, use only established public roads and roads on Medical Center property and, when authorized by the VAMC Project Manager, such temporary roads which are necessary in the performance of contract work. Temporary roads shall be constructed by the Contractor at Contractor's expense. When necessary to cross curbing, sidewalks, or similar construction, they must be protected by well-constructed bridges.

15.2 When new permanent roads are to be a part of this contract, Contractor may construct them immediately for use to facilitate building operations. These roads may be used by all who have business thereon within zone of building operations.

15.2.1 When certain buildings (or parts of certain buildings) are required to be completed in advance of general date of completion, all roads leading thereto must be completed and available for use at time set for completion of such buildings or parts thereof.

16.0 HISTORIC PRESERVATION

16.1 Where the contractor or any of the contractor's employees, prior to, or during the construction work, are advised of or discover any possible archeological, historical and/or cultural resources, the contractor shall immediately notify the VAMC project manager verbally, and then with a written follow up.