

**DEPARTMENT OF VETERANS AFFAIRS
AMARILLO VA HEALTHCARE SYSTEM
STATEMENT OF WORK**

**Replace Roofs Bldg. 1 & 28
Project No.: 504-18-103**

1. INTRODUCTION

- 1.1. The Amarillo Veterans Affairs Health Care System (AVAHCS) will be replacing part of the roof to Buildings 1 and 28. Limits of work are defined as Area-A, Area-B and Area-C on the construction drawings.
- 1.2. Work includes re-roof of approximately 1,500 sf of pitched clay roof tile system. Patch and repair deck as required per specifications.
- 1.3. Work will include re-roof of approximately 13,770 sf. of EPDM Ballasted roof over concrete deck and associated roof system to prevent moisture intrusion.
- 1.4. Work includes repairing equipment curbs and vent stacks associated with roof system to prevent moisture intrusion.
- 1.5. Extreme caution will be required for all work on roof. Appropriate fall protection for all personnel working will be strictly enforced.
- 1.6. Appropriate cautionary measures to protect Veterans and Staff at ground floor from falling construction debris must be always be maintained during construction period.
- 1.7. Option for 20% deduct alternates is included with project.

2. WORK DESCRIPTION

- 2.1. The work consists of repairing approximately 4,500 sf of roof to Bldg. 1 and 10,770 sf to Bldg. 28.
- 2.2. The project includes any incidental piping, connections, and any other associated roof system components to ensure roof leaks are repaired.
- 2.3. Normal work hours for the VA are 8:00 am to 4:30 pm Monday through Friday except federal holidays. Any work outside of normal work hours requires a 48 hour advance notification, except emergency work.

3. GENERAL INSTRUCTIONS

3.1. The Contractor may be subject to the application of VA Directive 0710 titled Personnel Security and Suitability Program from June 4, 2010.

3.1.1. The Contractor shall provide all necessary supplies, materials, equipment, labor, testing, certification, expert supervision, management and transportation to satisfactorily perform all tasks as identified within. The number of working days to complete the project is 60 days.

3.2. Phasing requirements may apply. Refer to the Phasing section under special requirements.

3.3. All work will be in accordance with the latest VA, OSHA and ASME design guides, specifications, directives, standards and requirements, NEC, NFPA, Life Safety Code and applicable local and federal codes and/or regulations.

3.4. At completion of work, all surfaces shall be left clean without any sign of left-over paint, stains or debris.

3.5. The Contractor shall keep the COR and the Contracting Officer informed of the status and progress of the project.

3.6. The Contractor will coordinate with owner before disconnecting any circuit. Any shutdown shall be coordinated with COR and Engineering Service.

4. SPECIFIC INSTRUCTIONS:

4.1. Prior to starting work, the Contractor will perform a survey of the existing facilities and perform an actual assessment of the existing areas.

4.2. The Contractor will supply all necessary labor, material, equipment and supervision for the construction project.

4.3. The Contractor shall restore any damaged areas caused by construction to their original state at no additional cost to the government.

4.4. Any utility work shall be performed by certified technician or workers.

4.5. All tools, materials and equipment such as scaffolds, ladders, scrapers, blades, rags, cleaning chemicals and compounds will be strictly controlled by the contractor for proper disposal and to prevent access to

unauthorized personnel. This includes guarding the equipment to prevent patients' access and possible injury while Contractor employees are using the equipment. All equipment must be secure when not in use.

5. OTHER REQUIREMENTS

- 5.1. Scheduling: A construction schedule is to be provided and updated at least monthly with the contractors request for payment.
- 5.2. Any climate or weather conditions that result in the inability to work on the project are to be reported to the COR on the daily log. Postponement will not reflect any penalties assessed to the Contractor, nor should there be any additional cost to the Government.
- 5.3. Interference with Hospital Functions: Contractor personnel are required to interrupt their work at any time so as not to interfere with hospital functions. This includes but not limited to, utility service, fire protection systems, and the passage of facility patients, personnel, equipment and carts.
- 5.4. Contractor Reporting: The Contractor will provide to the Contracting Officer (CO) an official company letter with a list of all personnel that will work on the project. The letter should provide the first name, last name and last 4 numbers of the social security number. The COR will make arrangement with the hospital police security section for the issuance of VA hospital identification cards. All contractors' employees must wear the identification at all times while performing his/her duties on the installation. The identification must be visible in the torso area. Upon completion of the project all identification badges must be returned to the COTR who will return them to the Police Service section. Each card not returned or lost will generate a payment to the Government on the amount of \$25.00. During the hours of 6:00 PM to 6:00 AM and weekend the CFS will report to the Security Police Supervisor on shift the number, their activities and the areas of operations. If any work need to be conducted between 6:00 AM to 6:00 PM the CFS will report to the COR. The COR will coordinate parking and off load of supply and equipment arrangements with the police section and the Contractor.
- 5.5. Status and Schedule of Work Reports: The Contractor will be responsible for creating and submitting daily logs on a weekly basis to the COR and the CO. The COR reserves the right to change this statement or waive it depending of the complexity of the project and the contractor performance.
- 5.6. Inspections: The daily work will be inspected by the Contractor to ensure work is being performed according to the specifications and regulations

involved in this contract. The COR and VA Engineering Service personnel may regularly inspect the work and accept if satisfactory.

- 5.7. Identification of Workers: Uniforms or work attire are to be cleaned and maintained in good condition. Will be worn as designated by the manufacturer. On the absent of the CFS a temporally acting supervisor will be identified and he/she will assume full responsibility for the work site till relived from his/her responsibilities.
- 5.8. Documentation of Products to Be Used: The Contractor will be required to submit a material approval submittal of all supplies and material to be used in the project, as required in the submittal section of this scope. Any material safety data sheet, company specification and brochure will be attached to the form. The form must be returned to the Contractor approved prior to using the material or supplies. The Contractor must comply with all comments, remarks and instructions attached to the form. A separate sequential logged must be maintained by the Contractor and CO to keep track of all submittals processed.
- 5.9. Damages: Any damage to existing wall surfaces, glass, floor tile, window or other material broken or damaged by contractor personnel during the performance of this project shall be corrected/repaired to the previous existing condition at no additional cost to the government.
- 5.10. Disposal of Waste: The Contractor will not dispose of any excess paint, paint containers, or any other material containers at any location on the Medical facility premises. All waste and rubbish materials are to be disposed of off Medical Facility premises by the Contractor, and disposal shall be in accordance with Federal and local regulatory guidance and laws.
- 5.11. Safety: While in the performance of work, the Contractors personnel shall abide by the safety requirements of the Medical Center. The Contractor shall exercise extreme care in always making the work area safe. The number one priority is to protect patients and hospital staff from any possible injury resulting from the equipment or materials. The Contractor is responsible for security of equipment each day. There is no storage area available on site. The hallways nor corridors shall not be used to store, pile or place construction materials or supplies. In the event of a situation requiring use of the corridor for such purposes, approval of the VA Medical Center Safety Manager/Officer shall be obtained previously. No painting material or supplies shall be placed where patients may have access to them. Any safety violation or emergency should be reported to a hospital official immediately. The Contractor shall conform to all Federal, State and local regulations

governing painting chemicals and equipment, which may be in effect. All equipment used to perform the work will conform to OSHA regulations.

6. Phasing:

6.1. Phasing needs to be coordinated with the COR as various shut-downs may be required to complete the job.

6.2. The project will subject to periodic inspections by VA representatives, Architect/Engineer personnel and other personnel as deemed necessary by the VA COR or VA Contracting Officer. A final inspection will be conducted prior to acceptance of the project.

7. SUBMITTALS

7.1. All documents will be submitted to the Contracting Officer and Project Manager (COR). Submittals to be provided are but are not limited to:

7.1.1. Submittals as identified in Specification Section 01 33 23, Shop Drawings, Product Data, and Samples.

7.1.2. Workers credentials (as required).

7.1.3. Employee list.

7.1.4. List of all sub-contractors.