

PERFORMANCE WORK STATEMENT
INDEPENDENT LIVING CONSTRUCTION PALOS VERDES, CA
DATED: 11/28/2017

1.0 SPECIFIC REQUIREMENTS

1.1 Location of Work: The work will be performed in Palos Verdes, CA.

1.2 Period of Performance: The period of performance is 106 calendar days from receipt of Notice to Proceed (NTP). This includes the submittal review process, ordering and receiving materials, working time, and project closeout.

1.3 Work Hours: Work is to be performed from 8:00 am to 5:00 pm, Monday through Friday excluding Federal Holidays. Exceptions must be requested in writing and may only be approved by the Contracting Officer.

2.0 SCOPE OF WORK

The Contractor shall provide all labor, tools, equipment, materials and supervision to perform the work indicated in this Performance Work Statement (PWS). The tasks provided under this contract consist of, but are not limited to the tasks listed. The Contractor shall provide all ancillary tasks and materials necessary to provide a complete, useable space.

2.1 Background: Title 38 of the United States Code, (U.S.C.), Section 3120, is the statutory authority for the Secretary of Veterans Affairs to provide programs of independent living services and assistance in various geographic regions of the United States. Under this authority, the Veterans Benefit Administration may enter into contracts to provide services, to include construction, to primary residences when deemed medically necessary to maximize independence in daily living.

The intent of this project is to improve the Veteran's living conditions and allow safe emergency egress to and from the home. Improve the driveway grade from the street to garage. Provide for drainage in front of residence. Provide two exterior lifts. There are three levels inside the residence that will require two platform stair lifts. Provide and install ADA railings in various locations. Electrical service panel will be replaced and backed up with a stand by generator.

2.2 General Construction Activities: Alterations include architectural, mechanical, electrical, concrete, lighting, flooring, mechanical (lifts), piping and install additional power and pavers

2.3 Specific Construction Activities

Items already at Veteran's home (Palos Verdes)

Item Description	Item #	Quantity
Rustic Double Entry Door 73.5x80.5	000-789-286	1
Exterior Door Clavos	100-2	1
Prestige Bighorn Single Cylinder Venetian Bronze Exterior Handleset with Carnaby Entry Knob Featuring SmartKey	91800-038	2
Jacuzzi rotary Drain Kit	DA34827	1
Delta Bath Safety Grab Bars 36"	DL41936	2
Brizo Bath Safety Grab Bars 24"	BZ69310-PC	3
Towel Bar 18" Brizo Virage	BZ691830	1
Towel Ring Brizo Virage	BZ694630-PC	1
Brizo Virage Robe Hook	BZ693530-PC	1
Brizo Virage Toilet Tissue holder	BZ695030-PC	1
Brizo Grid Strainer	BZRP72411PC	2
Brizo Virage Two handle Faucets	BZ65430LF-PC	2
Thermostatic Shower only Trim Only with Cartridge	T602230-PC	1
Roman Tub Filler with hand shower, 3-holes	T67430-PC	1
Reflex Vessel Sink Sunrise	883351225649	2

2.3.1 Existing conditions

2.3.1.1 The home and lot are in good to fair condition. Property slopes downward from front to back.

2.3.2 Repair driveway hump at entrance to allow access to Para transportation (Access Van).

2.3.2.1 Street slopes downward from east to west and the home is level and lower, giving a rise in elevation or hump that vehicles can scrape when driving over.

2.3.2.2 Install one row of brick pavers.

2.3.2.3 Saw cut a section, the length of one paver brick, allowing for mortar back fill on four sides.

2.3.2.4 Back fill and compact per industry standards, due to the weight of vehicles passing over.

2.3.2.5 After at least three days curing, a coating of silicone sealer shall be applied to grouted areas.

2.3.2.6 Verify type and style of brick with veteran, HOA, and submit to Contracting Officer.

2.3.3 Install piping for drainage in front of the south side walkway

2.3.3.1 Current condition is that water builds up in front of the front walkway. Contractor is to provide and install 4" drainage piping along the front walkway towards the east side and around the side of the house downhill for drainage.

2.3.3.2 East side has a natural garden. Drain pipe shall run under, downhill to a location where erosion will not occur.

2.3.3.3 Back fill with like materials or restore vegetation to like conditions.

2.3.4 Extend the concrete walkway along master bathroom to access a new 5' x 5' wood decking to extend to the front of the existing electrical power panel

2.3.4.1 Provide a new concrete walkway from the front walkway to access new decking where the electrical service panel is located.

2.3.4.2 Include curbing that matches the existing walkway without the tile.

2.3.4.3 Build a wood deck with like materials and design of other wood decking. Deck surface shall be 2x6 materials (or approved equal).

2.3.4.4 Install a same wood ADA railing to deck.

2.3.4.5 The deck and railing shall be stained with a low/no VOC deck stain (color to be chosen by the veteran).

2.3.4.6 Deck structure shall meet all current city building codes and HOA requirements.

2.3.5 Install wheelchair lift to provide access from the garage to dining room and bedroom levels.

2.3.5.1 Contractor shall provide and install a residential platform lift with a 500lb. capacity and has three stopping points. Garage, bedroom and dining room levels.

2.3.5.2 Wheelchair lift shall have battery back-up.

2.3.5.3 Lift shall be positioned to a point where the location will not create any structure violation per local codes.

2.3.5.4 The location in the garage has an extension wall to cover ducting of about 1.5' x 3'.

2.3.5.5 Contractor to provide a fire wall and retaining walls per applicable building codes

2.3.5.6 The location of the egress and access points shall not impair the walkways inside the home.

2.3.5.7 The lift egress and access points shall need to be finished off to match the interior of the home.

2.3.5.8 Contractor shall repair / repaint all areas of visibly affected by construction to match the existing texture, color and sheen of existing surfaces. Contractor shall use a low/no VOC paint.

2.3.5.9 Interior and flooring shall be protected during construction.

2.3.6 Complete the modifications of the main bathroom. To include the Shower, toilet, raise the floor tub, sinks and vanities.

2.3.6.1 The main bathroom, as it stands, was left with only drywall up. Everything must be completed including verifying the existing plumbing, electrical, HVAC and other prior work.

2.3.6.2 Contractor shall provide submittals for materials and fixtures prior to installation.

2.3.6.3 Fixtures to be included are: ADA toilet, ADA vanity with 2 sinks and faucets, mirror, complete shower finishing, to include fixtures, floor and wall tile and ADA shower door.

2.3.6.4 Homeowner currently has some of the fixtures to be installed. See attached at end of PWS guidelines.

2.3.6.5 Bathroom must meet ADA standards.

2.3.6.6 Raise the existing a sunken tub to a height of 6" to 8" above floor. Install a concrete base and connect as required.

2.3.6.7 Contractor shall verify HVAC for room heating and venting. Contractor shall supply and install required fixtures. Submittals for materials and fixtures are to be sent to the C.O. prior to installation.

2.3.7 Upgrade the main electrical service panel and install new outdoor lighting on the each side of home.

2.3.7.1 Contractor shall provide and install a new electrical panel to replace the existing panel which may be overloaded.

2.3.7.2 Contractor shall verify the required size to install according to local electrical codes.

2.3.7.3 Outside fixtures for lighting shall be submitted to C.O. (color and style to be chosen by the veteran).

2.3.8 Install an automatic start stand-by generator.

2.3.8.1 Contractor to provide and install a new 20kw automatic start backup generator on the west corner of home where the gas main is located.

2.3.8.2 Generator must be CARB compliant.

2.3.8.3 Contractor to verify size of generator.

2.3.8.4 Gas hookup will be less than 10 feet from generator.

2.3.8.5 The electrical connection to the main panel can run inside the home's crawl space to opposite side of home.

2.3.9 Install a residential elevator lift on the back side, for direct access to the home, connecting lower level to main floor living room.

2.3.9.1 Contractor is to provide and install an outdoor wheelchair lift between the lower family room to the upper living room.

2.3.9.2 Lift to be an exterior lift with battery backup.

2.3.9.3 Lift to have a lower egress to both family room and outside patio.

2.3.9.4 Exterior to be refinished to match existing.

2.3.9.5 Interior rooms to be refinished to match existing.

2.3.9.6 Interior and flooring shall be protected during construction.

2.3.9.7 Installation per the manufactures specifications and local building codes.

2.3.10 Install ADA handrails at either side of front steps, around landing pad above existing wheelchair platform lift.

2.3.10.1 Contractor to provide and install ADA specified hand rail on front entrance steps, and entrance pad.

2.3.10.2 Style to be approved by HOA as it can be seen from the street.

2.3.11 Build a reach in closet in the master bedroom.

2.3.11.1 Contractor to design and build a 2' x 6' closet with lighting and doors.

2.3.11.2 Drywall, baseboards and finish to match existing.

2.3.12 Replace front double doors. Install automatic door openers to both front door and master bathroom exit door.

2.3.12.1 Contractor to remove and install new double front doors. The existing are not to be used for automatic openers.

2.3.12.2 Contractor to finish the front doors per the HOA guidelines.

2.3.12.3 Master bathroom door had recently been finished by others.

2.3.12.4 Contractor to provide and install automatic ADA door openers. Please verify both front and master bath room doors will accept new openers.

2.3.12.5 Install new opening switches on each side of the doors per ADA guidelines.

2.3.13 Replace existing carpeting in the master bedroom with wood flooring.

2.3.13.1 Contractor to remove existing carpet, pad and baseboards within the master bedroom.

2.3.13.2 All debris to be properly disposed of or recycled.

2.3.13.3 Contractor to prep the floor for wood flooring to be installed.

2.3.13.4 Contractor to submit specifications of wood flooring to the C.O. after the veteran has approved the choice of flooring. Flooring budget is established at \$8.50 per sq. ft. plus installation materials and labor.

2.3.13.5 Contractor to replace and finish removed baseboards to match flooring.

2.4 Concept_Sketches: See attached concept sketches for use/evaluation.

2.4.1 Aerial view.

2.4.2 Front view.

2.4.3 CAD design drawing or layouts not to scale.

3.0 SUBMITTALS

The contractor shall provide all submittals directly to the Contracting Officer. All submittals shall be electronic where possible. Product submittals shall be sent to the Contracting Officer or Contracting Officer's Representative, to be identified at the pre-construction conference. No work shall begin onsite until all submittals are received and approved by the VA.

3.1 Project Management Plan (PMP): The Contractor shall submit one electronic copy of the PMP in PDF format to the Contracting Officer for review and approval within ten calendar days after receipt of award. The Government will approve or provide comments why the PMP was not approved within five business days after receiving the PMP. If required, the Contractor shall submit the revised PMP within two business days of receiving the PMP comments. The Contractor shall submit updates to the PMP within three business days of any changes. Maintain copies of all PMP documents at the project site throughout the project.

Components included in the PMP are:

3.1.1 Contractor Approach: Contractor shall provide a narrative description of the contractor's plan for accomplishing the project. Narrative shall describe the contractor's plan for the project including methodologies and material descriptions for major elements of the work (framing, roofing, flooring, HVAC, electrical, plumbing, etc.). The approach should reflect sufficient detail to demonstrate the contractor's understanding of the project and their evaluation and mitigation of any potential risk areas. Contractor shall also provide sketches and/or shop drawings as necessary to communicate the contractor's planned approach

3.1.2 Project Schedule: Submit proposed Project Schedule showing all project milestones and dates for Government reviews and inspections.

3.1.3 Project directory: Submit a list identifying key participants including the Contractor's Project Manager, Superintendent, and primary subcontractors. Directory shall include personnel title, address, telephone number, cell phone number, and email address.

3.1.4 Quality Control Plan: Submit a viable, documented plan for self-monitoring of the project process quality. VA will perform random Quality Assurance inspections throughout the duration of the project to assure quality throughout all aspects of construction.

3.1.5 Site Specific Safety Plan: Submit safety plan relevant to the project particularly with regards to keeping the occupants of the house safe.

3.1.6 Waste Management Plan (WMP): Submit a plan for disposal or recycling of demolition materials. Recycle and/or salvage at least 50% of construction and demolition materials. Calculations can be done by weight or volume, but must be consistent throughout the project. NOTE: Contractor shall not use the Veteran's building waste removal system for any debris associated with the project.

3.2 Product Submittals: The Contractor shall submit for VA approval all product submittals prior to use of any materials on the jobsite. Submit two (2) copies of all product materials.

Submittals must be accompanied by a letter of transmittal from the Contractor to the Government. One set of approved submittals shall be retained at the job site until the project is complete.

3.2.1 Sketches/Plans & Specs for city submittal (if needed)

3.2.2 Construction Permit Approvals (if needed) Wheel chair lift cut sheet

3.2.3 Full description and veteran's approval of all fixtures

3.2.4 MSDS on all Stain or finishes on all wood decking

3.2.5 All wheelchair lift specifications

3.2.6 All ADA hand railings, cut sheets/design

3.2.7 Carpet / wood specifications, including color and grade

3.2.8 Copies of all items requiring the veteran's approval

3.3 Project Close Out Submittals: Final payment will not be made until all close out submittals are complete.

3.3.1 A Release of Claims (ROC) must be completed by the prime contractor and all first tier subcontractors. Submit one electronic copy of each release to the Contracting Officer. The Government will withhold a minimum of 10% of the contract amount until all releases are completed. The prime contractor may list the outstanding contract balance on the release. Subcontractors may have no claims listed.

3.3.2 One year warranty letter covering contractor's materials and workmanship for the entire project. Contractor shall provide VA with all manufacturer or labor warranties that cover periods exceeding the 1-year warranty period, one (1) electronic and one (1) paper copy of each warranty.

3.3.3 Operation and Maintenance (O&M) Manuals. The Contractor shall provide one electronic and one paper copy of O&M manuals within five days of project completion.

3.3.4 Copy of all permits/permissions obtained for the work as mandated by local/state agencies. Contractor shall provide one electronic and one paper copy of all permits/permissions.

3.3.5 Waste Management Report. The contractor shall provide a report detailing the amount and types of materials recycled during the project. The report should detail actual activities against planned activities in the Waste Management Plan.

4.0 GENERAL REQUIREMENTS

4.1 Security – The contractor shall ensure that all personnel (including subcontractors) assigned to perform work associated with the tasks described in this PWS have been screened through standard employment background checks. The contractor shall provide proof of these screenings upon request by the Contracting Officer. All contractor personnel must be identified with a picture ID provided by the employer and must prominently display said ID at all times while on-site. Contractor provided ID shall include, at a minimum, the employer name, employee name, and employee picture.

4.2 Photography: Any photos taken by the contractor of the Veteran's home shall not include the Veteran or any occupants of the home. Photographs shall not include any information that could be considered Personally Identifiable Information (PII) including license plates, addresses, names, telephone numbers or other information that might identify the Veteran or any occupants of the home. Contractor shall treat photographs related to this project as sensitive information. All photos shall be destroyed at the end of the project and a memo confirming this shall be required prior to final payment. If the security photos are compromised in any way the contractor is required to notify the VA immediately.

4.3 Building Access: Contain activities to affected spaces within the house. Contractor personnel shall not access portions of the Veteran's home not directly involved or necessary to the work at hand.

4.4 Disruptions. Minimize disruptions to home occupants to the maximum extent practicable. This includes no loud radios playing, courteous language and professional demeanor, and appropriately ventilating space for noxious odors.

4.5 Daily Cleanup. Contractor personnel shall clean the area and remove dirt and debris from worksite, at a minimum, at the end of each work period. The Contractor shall provide waste removal for all construction debris.

4.6 Parking: There is parking available in front of the Veteran's home. Consideration must be made that this is a residential area and flow up traffic may not be interrupted.

4.7 Deliveries: Deliveries made to the work site must be received by contractor personnel.

4.8 Storage and Staging of Materials: The city requires any debris left on the side or in the front to be removed after one week. A container may be placed street side, however, the city will allow one week. Coordination must be made with the HOA and city should a container be required longer.

4.9 Paint: Any and all paint repairs shall match existing wall finishes in color, sheen and texture. There shall be no sags, orange peels, or blemishes on repaired or new painted surfaces. There shall be suitable break lines in keeping with a professional application. Provide proper protection of adjacent materials to prevent unwanted paint on non-painted items. Contractor shall be responsible to remove paint spatters on non-painted items.

4.10 Low Pollutant Emitting Materials: The following shall be low-emitting materials for this project: adhesives, sealants, cleaners, paints, stains, coatings, composite wood products, and furnishings.

4.11 Energy Efficient Products and Equipment: All materials, products, and equipment being installed which fall into a category covered by the ENERGY STAR® program must be ENERGY STAR® labeled. All materials, products, and equipment being installed which fall into a category covered by the Federal Energy Management Program (FEMP) designated energy efficient products program must be FEMP designated. All electronic products and equipment being installed which fall into a category covered by the EPEAT® program must be EPEAT® registered.

4.12 Water Efficient Products and Equipment Requirements: All products and equipment being installed must be water-efficient, when available. All materials, products, and equipment being installed which fall into a category covered by the U.S. Environmental Protection Agency's (EPA) WaterSense® program must be WaterSense® labeled or meet or exceed WaterSense® program performance requirements.

4.13 Minimize Toxic and Hazardous Materials: Minimize use and release of toxic and hazardous chemicals and materials, including toxic chemicals, hazardous substances, ozone-depleting substances, and other pollutants that may result in significant harm to human health or the environment.

4.14 Recycled Content: Any products being installed or used that are listed on EPA's designated list must meet or exceed EPA's recycled content recommendations when the products meet VA's performance requirements are available at a reasonable cost.

4.15 Utilities. Usual water and electric service will be provided to the Contractor at no cost. Contractor shall take all necessary steps to ensure that energy and water conservation policies and practices are in use. Contractor shall be responsible for excessive use of utilities and shall reimburse the Veteran for any excessive use e.g. water left on, broken pipes, etc.

4.16 Protection of Existing: The Contractor shall provide all engineering controls to protect all areas being worked on from migration of dirt, dust, over spray and over brushing, and shall return all areas (including existing HVAC ductwork) to the original condition. The Contractor shall provide all labor, material, and equipment necessary for the protection of personnel, furnishings, equipment, or building structure from damage. The Contractor shall replace or repair to the original condition any items damaged due to work performed under this contract, at no additional cost to the Government.

4.17 Demolition Salvage

4.17.1 Removed items not indicated to be reused or retained by the Government become the property of the Contractor and shall be removed from the site.

4.17.2 Salvage value, if any, of removed items shall be reflected in the bid.

4.17.3 The Government is not responsible for any loss or damage to materials, supplies, tools, or equipment on the site, including materials in which salvage value may have been reflected in bid.

4.17.4 Storage or sale of excess salvable material on the site is prohibited.

4.18 Meetings

4.18.1 Pre-Construction Meeting: VA will host a meeting to review contractual, technical issues, objectives of the project, and communication protocols. This meeting will include discussions of schedules, submittal dates, and establish all further points of contact prior to commencement of work. This meeting will be scheduled within ten working days from the award date of the contract.

4.18.2 Progress Meetings: The Contractor shall be available to meet with the Contracting Officer, Contracting Officer's Representative (COR) and/or Construction Manager (CM) upon request to present deliverables, discuss progress, exchange information and resolve emergent technical problems and issues. The Contractor shall keep VA informed, through regular meetings or reports, onsite discussions and/or emails of progress and potential problems concerning the project. The Contractor is required to keep an open dialog with the CM, particularly in areas relating to schedule slippage or any potential conflicts regarding project standards. The Contractor is required to bring such matters to the attention of the CM as soon as he/she is aware of the issues.

4.19 Close Out Requirements: All items under this paragraph must be completed prior to submitting the final invoice for payment.

4.19.1 Final Cleaning: Clean each surface or unit to the condition expected in a normal, commercial cleaning and maintenance program. Comply with manufacturer's instructions.

4.19.2 Construction Debris, Contractor Tools, Equipment, and Materials: All debris, tools, equipment, and materials shall be removed from the jobsite.

4.19.3 Punch list: Contractor shall submit punch list to CM at least five business days prior to scheduled completion of project. Upon receipt of the punch list, VA will inspect the jobsite. Based on the Contractor's punch list and VA's inspection, VA will provide the Contractor with any additions or comments within two business days.

4.19.4 100% Completion of all punch list items.

4.19.5 Submission of all required close-out submittals as referenced in Section 3.3 of this PWS.

5.0 APPLICABLE REGULATIONS, CODES, MANUALS, ETC.

The contractor must comply with local and state licensing requirements for residential construction contractors. Contractor must produce evidence of appropriate license at the request of the Contracting Officer.

The contractor is solely responsible for obtaining all required permits and permissions from the local and/or state agencies as required by local codes/regulations. Any required drawings, plans, specifications, or paperwork required by the local codes/regulations shall be the responsibility of the contractor. The contractor shall perform the work in accordance with the following:

- 5.1 International Building Code, Current Version.
- 5.2 Uniform Mechanical Code, Current Version.
- 5.3 National Electrical Code, NFPA 70, Current Versions.
- 5.4 National Fire Protection Association 101 (NFPA) Life Safety Code, 1991, Current Version.
- 5.5 Americans with Disabilities Act and Architectural Barriers Act Accessibility Guidelines, Current Versions.
- 5.6 Occupational Health and Safety Administration (OSHA) Part 1926
- 5.7 Applicable state/local codes and regulations including but not limited to the following;
 - 5.7.1 City of Palos Verdes Estates current Codes, Ordinances and Amendments
 - 5.7.2 Palos Verdes Homes Association guidelines
 - 5.7.3 2016 California Building Standards Code (aka, the CA Codes or Title 24).

These standards include the California Building, Electrical, Plumbing, Mechanical and Energy Codes, and Disabled Access Regulations contained in Title 24 of the California Code of Regulations.