

SCOPE OF WORK
MOLD ABATEMENT AND REMEDIATION SERVICES

GENERAL:

The work covered by this contract shall consist of, but is not limited to, the furnishing of all labor, services, tools, materials, equipment, transportation, supervision and all miscellaneous requirements needed to perform all operations in conjunction with the effort to accomplish the Statement of Work (SOW) below. Both the primary and all subcontractors shall have current certifications in mold abatement and remediation. The project shall be completed in accordance with industry and conformance standards, applicable safety regulations, Government contract specifications and this SOW. Upon completion of mold remediation and cleaning following industry standards, all surfaces abated shall be wiped with an EPA-registered disinfectant and coated with a mold inhibitor. The contractor shall submit product data sheets and safety data sheets of all chemicals to be used, prior to the commencement of work. A mold protocol will be prepared for your review and will be available prior to commencement of the work. Contractor shall submit a project schedule indicating the beginning of all work activities and the anticipated completion dates.

1) Place of Performance:

Michael E. DeBakey VA Medical Center
2002 Holcombe Blvd.
Houston, TX 77030

- 2) Description of Work:** The contractor shall be currently certified in mold remediation. The contractor shall provide all labor, materials, tools, personnel, transportation, equipment, and services necessary for this project as described here in other specific tasks as further defined. The contractor shall provide removal and remediation of building materials that are showing visible signs of mold growth, excessive water saturation or moisture intrusion on drywall, wallpaper, plaster, ceiling tiles, wall insulation and flooring in buildings 100, 110, 122 and Fisher House I.

Work shall include the following:

- Removal of excessively moisture damaged and mold contaminated materials
- Opened wall cavities shall be scrubbed, treated with an EPA-registered disinfectant, and then coated with a mold inhibitor and allowed to completely dry
- Test moisture levels prior to any build-back
- In each room or area, install a regulated work area consisting of fire retardant poly and HEPA filtration units
- Work shall be performed in such a way to minimize the impact on any user/building occupants and patients, and will minimize the amount of construction dust outside of the work areas
- Contractor shall be responsible for daily cleaning and disposal of construction debris.
- Work shall be coordinated with the Contracting Officer Representative (COR).

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The following rooms (16 Locations) shall be assessed, and surfaces contaminated with mold shall be removed:

Building	Room Location
Bldg. 100 Nursing Unit 3A	Room 3B-228 (Patient Room – Sheetrock @ Sink)
	Room 3B-292: Patient Room – Sheetrock @ Sink)
	Room 3B-238: (Storage Room – Wall on the right and under cabinets)
	Room 3B-236: (Mechanical Bay Access – Wall on the left)
	Room 3B-236A: (Mechanical Bay – Wall on left)
Bldg. 100 Other areas	Room BB-281: (Mechanical Bay – Wall on left)
	Room 2C-473: (Chaplain’s Office – Rear wall with green wall paper)
Building	Room Location
Bldg. 110	Room 252: Bathroom (Sheetrock @ Ceiling/Duct Insulation/Ceiling Tiles/Grid)
	Room 256: Exercise Room (Sheetrock @ Ceiling/Duct Insulation/Ceiling Tiles/Grid)
Work for this area will have to be accomplished over a weekend	

Building	Room Location
Bldg. 122	Room 219: Storage Room - Interior and exterior at workstation (Flooring and Carpet)
	Room 217: Conference Room - (Flooring and carpet with visible mold)
	Room 214A and 214: (Flooring and carpet with visible mold, water damage)
	Office space immediately across from room 214: (Flooring and carpet with water damage)

Building	Room Location
Fisher House I	Room 104: Guest Room
	Room 202: Guest Room

- 3) **Performance Period:** All contractor work shall be accomplished within 30 calendar days, including any time for shipping and handling of equipment.

- 4) **Operational Coverage:** Normal Business hours are from 7:00am to 4:40pm, Monday through Friday (excluding federal holidays). These dates include: New Year's Day, Martin Luther King's Birthday, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving, Christmas and any other day specifically declared by the President of the United States to be a national holiday.

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Weekend work may be required to 1) expedite the remediation, 2) reduce employee/patient exposure, and 3) minimize impact on patient care. All work will be inspected by the safety office prior to building material re-installation.

- 5) **Notification Responsibilities:** The Contractor shall notify the COR via phone or e-mail, a minimum of 24 hours in advance of: (a) initially starting work or starting work after a multi-workday pause, (b) ceasing work for a multi-workday pause, and (c) deliveries of major materials or equipment. The required 5-day mold remediation notification that must be filed with the State of Texas will be the responsibility of the contractor.
- 6) **Contractor Qualifications:** Contractor shall be a firm who has the expertise and knowledge, and regularly engaged in the containment, remediation, demolition and abatement of mold. The contractor shall possess and provide all the necessary supervision, labor, materials, equipment, human capital, licenses, certifications, inventory, tools, and resources to successfully and skillfully execute this contract in accordance with the terms and conditions herein. Contractors shall provide proof of qualifications, insurance, Occupational Safety and Health Administration (OSHA) certifications, and any applicable State certifications as required by law. Supervisory job foreman personnel shall consist of a qualified competent person as defined by OSHA in the construction standards. The competent person shall have completed OSHA, mold abatement and remediation training, have met all training requirements and have all required and current documentation as such. Resume and copies of certifications shall be submitted with quote. It is preferred that the job foreman have a minimum of four (4) years of mold abatement and remediation experience, and held the title of site supervisor for at least two (2) years or managed at least two projects relevant projects (similar in size and complexity). Copies of certifications shall be no older than 1 year.
- 7) **Site Supervisor and Language Requirements:** The contractor shall provide a job foreman or site supervisor who can converse in English. An English-speaking contractor employee shall be on site at all work times.
- 8) **Abatement Personnel:** Non-supervisory personnel shall consist of an adequate number of qualified personnel to meet the schedule requirements of the project. All onsite personnel shall meet the training requirements set forth by the Texas Department of State Health Services, Texas Mold Assessment and Remediation Rules (TMARR) abatement worker course, with current certifications, and must have at least one (1) year of abatement experience within the past three (3) years. Resume of onsite personnel is required.
- 9) **Work Area Monitoring:** Contractor shall conduct air monitoring for the duration of the project. Personnel must be a certified Industrial Hygienist, certified by the American Board of Industrial Hygiene, and licensed by the Texas Department of State Health Services as a mold consultant. Contractor shall provide the VA a final report inclusive of air monitoring clearance results within five (5) days of project completion.
- 10) **General Requirements on Mold-containing Materials:** Prior to initiating work involving mold abatement, PPE determination, and health issues, related to potential mold exposure will be addressed to the Safety Office and the Contracting Officer. Protection of the health,

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and safety of workers responsible for mold abatement will include: at a minimum, the following: awareness training, including health effects associated with mold exposure; assignment of individual responsibility for required activities; selection and use of appropriate respiratory protection equipment; instruction in the care and use of respiratory protection equipment; and medical evaluation to determine the appropriate work assignments. The contractor shall be responsible for implementing steps for infection control, inclusive of the use of walk off mats and floor to ceiling containment.

- 11) **Warning Signs and Labels:** Work areas in which there is a presence of mold shall be sealed off dust-tight and marked with appropriate signs. Signs shall be created and posted in accordance with USEPA worker protection regulations in 29 CFR 1910.29. Warning signs shall be provided in both English and Spanish.
- 12) **Security Requirements:** General Contractor's employees shall not enter the project site without appropriate badge. Contractor must obtain ID badges in accordance with Medical Center Policy. They may also be subject to inspection of their personal effects when entering or leaving the project site. All contractor employees are required to be issued a security badge. The determining factor as to the type of badge issued us the contractors employee's access requirements and the length of the contract period of performance. Contractor is required to follow the Security Requirements outlined.
- 13) **Parking Requirements:** All contractors are required to park in the contractor parking lot, located behind building 122 near the Holcombe Blvd entrance. Loading/Unloading of equipment near buildings shall be coordinated with the COR. If personal vehicles are left unattended, they are subject to ticketing and towing at the owner's expense.
- 14) **Dumpster Requirements:** The contractor shall coordinate with the COR the placement of an open top dumpster for waste materials. The VA unfortunately has no control and is not responsible for any non-project related material deposited into the contractor's open top dumpster while in this location or any location on campus. The contractor must be flexible to free up space if the space is needed due to over-crowding. If a space is no longer available, the COR will find an alternative location and notify the contractor as soon as relocation is required.
- 15) **Disposal of Waste Material:** The contractor is responsible for removing demo waste from the construction area daily. The small hand containers used to transport waste from the work area to the dumpster, must be covered during transportation. Any dust and debris accumulated in the corridors along the transportation route, must be minimized by removal with a wet mop as soon as feasibly possible to reduce tracking of mold contaminated sheetrock dust into other areas of the hospital. A designated travel route for the daily removal and clean-up will be reviewed during the site visit. Weekly disposal of waste debris is the responsibility of the contractor and shall be done at an approved landfill. Contractor shall provide the COR, Waste Shipment Records signed by the landfill's agent.
- 16) **Contractor Storage:** An on-site open and/or closed storage area for Contractor project material may be designated and set-aside by the COR. Security of the storage area and

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project materials shall be the responsibility of the Contractor. The Contractor shall keep the storage area neat, orderly and clear of all debris. The Contractor shall not allow trash or other debris to be scattered from their area by wind or other means. All storage areas shall be kept clear of trash and building material debris.

- 17) Utilities Service:** The Contractor may access available utilities (electricity and water) at the building site. It shall be the responsibility of the Contractor to coordinate with local utility companies for the hook-up of utilities to trailers or other site offices. No utilities will be provided by the government at any contractor open storage area.
- 18) Electrical Service and Communications Facilities:** The Contractor shall not disturb electrical and/or communications facilities and wiring. Where such facilities require removal for accomplishment of the task, the Contractor shall notify the COR at least 24 hours of the requirement, for the accomplishment of such removals by the Government. The Contractor shall allow the telephone company and communication personnel access to the systems required. If damage by construction activities occurs, the Contractor shall restore service within 24-hours with no cost to the government.
- 19) Materials Removed:** All materials not reused in the project will be designated as either salvageable or unsalvageable by the COR. Salvageable materials shall remain the property of the government and shall be disposed of by the Contractor as directed by the COR. Materials to be removed shall be removed without damage to adjacent areas. All damage resulting from removal shall be repaired by the Contractor at no cost to the government with materials of like nature, type, and construction as were damaged or with materials to match existing adjacent areas. Unsalvageable materials shall be considered Construction and Demolition wastes to be disposed of by the contractor. If the unsalvageable materials are relatively small, the contractor may dispose of the materials in the solid waste dumpster behind the boiler plant.
- 20) Construction and Demolition Wastes:** The Contractor shall separate and handle all hazardous wastes according to the Environmental Protection Statement. All remaining non-hazardous waste shall be considered construction and demolition (C&D) waste. The Contractor shall dispose of all waste in accordance with all applicable regulations.
- 21) Changes to Contract or Statement of Work:** Changes to this SOW or the impending contract shall only be authorized and approved through written correspondence from the CO. A copy of each change shall be kept in a project folder along with all other documents or items pertaining to the project. Costs incurred by the Contractor through the actions of parties other than the CO shall be borne by the Contractor.