

SCOPE OF WORK

Project No. 528A5-18-529

**Replace Windows Building 36 G&A
Canandaigua, VA Medical Center,
400 Fort Hill Avenue
Canandaigua, NY 14424**

The general scope of this project is to replace windows on the ground and first floors of Building 36, at the VA Medical Center, Canandaigua, NY.

EXISTING CONDITIONS:

The Canandaigua VAMC is a campus facility with many (more than 30) buildings located on over 150 acres. Many of the facility buildings are eligible for inclusion on the historic register. Building 36 is a multipurpose building consisting of office space, storage space, vending/food service area as well as areas being renovated for future use. The windows on Building 36 are the original windows and do not meet the current energy efficiency standards.

Previous window replacement projects have found some windows to have asbestos containing materials (ACM) and lead based paint. Every attempt has been made to provide accurate measurements. The contractor is responsible for and encouraged to field verify all dimensions.

Work done under this project must comply with the provided infection control risk assessment (ICRA) including negative air pressure through the use of a HEPA filter and complete isolation of the area including sealing of the area with duct tape. All work area exits are to be HEPA vacuumed and damp mopped with a detergent solution at the end of each daily work shift. The work space is to remain locked and secured at all times.

GENERAL SCOPE:

A. DEMOLITION:

- a. Remove 185 windows, trim, and sealants. Dispose of all materials in accordance with regulations and specifications.
- b. Contractor is to completely remove and dispose of all materials associated with the window replacement. Hazardous materials are to be abated and disposed of in accordance with NYS Code rule 56.
- c. Existing windows are suspected have having lead based paint. Removal and disposal of windows must comply with all state and federal regulations including OSHA 29 CFR 1926.62 and EPA.

- d. Window removal and abatement to take place from the outside unless otherwise approved by the COR.

B. WINDOW INSTALLATION:

- a. Provide all labor, material and equipment to install 185 new aluminum frame windows.
- b. New windows are to meet all current energy requirements.
- c. Windows are to match existing windows in style, functionality and appearance unless otherwise indicated on contract drawings.
- d. All windows will include muntins between the glass unless otherwise indicated.
- e. All windows are to be double hung operable unless otherwise indicated.

C. WINDOW FINISHING:

- a. Where window is to be replaced in a finished space, contractor is responsible for all exterior and interior finishes associated with a complete window installation.
- b. Where window is installed in an unoccupied, unfinished area contractor is responsible for all exterior finishes and sealants. Interior finishing to be completed by others. Contractor to provide all materials to include aluminum snap trim, clips, fasteners, and sealants that would normally be required if the window were to be completely installed.

D. EXISTING GROUND FLOOR WINDOWS:

- a. Provide and install snap in grids for 12 Ground floor windows not to be replaced.
- b. Snap in grids should match size, and color of grids installed on windows scheduled for replacement.

PHASING

- A. Contractor is to provide a phasing plan that will minimize the impact to occupied areas. Occupied areas of Building 36 and adjacent buildings must be able to maintain operations throughout the project.
- B. Contractor is to complete all work associated with individual window removal and installation in 1 working day. Contractor is responsible to ensure a weather tight seal is completed throughout the process.
- C. Contractor is required to provide two week notice for any window replacement in an occupied area.

CODE REQUIREMENTS:

The installed system must, at a minimum, be in accordance with all applicable codes including Veterans Affairs standards which can be found at <https://www.cfm.va.gov/til/>. This will include, but not be limited to: Department of Veterans Affairs Design Manuals, VA Publications, and Construction Standards, National Fire Protection Code (NFPA), Life Safety Code, Underwriters Laboratory (UL), International Building Code IBC, National Electric Code (NEC), the VA Information Security Handbook 6500.6, Occupational Health and Safety (OSHA), and Environmental Protection Agency (EPA) requirements (to include Mold Remediation in Schools and Commercial Buildings). All work will be completed by certified individuals. All abatement will be in compliance with NYSCR 56.

Specifications: Please see attached.

General Requirements:

- A. The contractor shall review the contract documents for conflicts. Where conflicts exist work shall not proceed until the COR has been notified and has given direction.
- B. Where incidental work is required to accomplish work shown on the drawings, this work is implied and shall be included as part of the base bid.
- C. Prior to any work commencing in an area, the contractor shall notify the COR of his intention to work in the area and shall schedule a walkthrough with the COR to determine existing conditions.
- D. After the work, the existing work areas shall be returned to their original state before final approval shall be given. After the completion of construction, the contractor shall completely clean all surfaces of construction debris. All surfaces shall be wiped clean of dust, including fixtures, window sills, door frames, etc.
- E. The contractor shall provide a minimum of two (2) hardcopies of operating and service manuals for each device/material installed as part of the project.
- F. The contractor shall receive all deliveries of materials, equipment, tools, or other goods off of station, and bring them to the job site. The Canandaigua VA shall not accept deliveries for project purposes.
- G. The contractor shall prepare and submit an excel spreadsheet listing all submittals required. The worksheet shall be submitted by the contractor and reviewed and re-submitted as necessary.
- H. The contractor shall not proceed with any on-site work until the completion of the submittal process or approval to proceed from the CO and COR without completion of the submittal process. Not less than 14 calendar days shall be planned for COR review of each submittal. Re-submittals shall be provided as required by the COR, and shall be treated as a new, separate submittal.
- I. Any non-lead time materials will only be paid for when installed.
- J. Any items identified as punch list items will be fixed prior to project closeout.
- K. Special care will be taken to secure tools and construction equipment during construction as this facility has patients in it.
- L. Work cleanliness must be adhered to throughout the project.
- M. Sounds and vibrations must be kept to a minimum to avoid patient disruption. The COR reserves the right to stop work if sound and vibrations are impacting patient living.
- N. Off tour work may be required to minimize impact to Veterans and employees.
- O. The contractor shall warranty all work included for 1 year from the date of acceptance. Warranty shall include any labor or parts necessary to ensure complete functionality of the work.

Submittals:

Submittals are required for all items outlined in the specification and include, but are not limited to the submittals as shown in the attached submittal log.

Project Duration:

The total project duration for this project is not to exceed 365 days. This includes all processes starting with submission and approval of all submittals and ending with final punch list completion.