

**SCOPE OF WORK  
REPAIR BUILDING 50 BASEMENT KITCHEN  
PROJECT #656-20-130  
ST CLOUD VA HEALTH CARE SYSTEM**

**A. PART I – GENERAL**

**Base Project:** The Contractor shall furnish all labor, materials, tools and equipment required to remodel the existing Dish room and Tray Service Line for the repair Building 50 basement Kitchen project. This project will focus on the failing Architectural, Mechanical, Electrical, Plumbing (MEP) and Heating Ventilating and Air Conditioning (HVAC) Systems that are nearing their end of life. Currently, the walls, ceiling and flooring finishes are continuously separating from the substrate and are beyond reasonable maintenance repair. This project will include a phased implementation of two (2) phases or less. An estimated square footage of remodeled space impact and phasing space is roughly 4,000 square feet remodeled for Nutrition and Foods, 2,000 square feet of common (mechanical rooms and phasing/impacted space). Incorporated in the construction, site prep for new kitchen equipment which will be evaluated accordingly by the A/E of record in the contract drawings. The kitchen and dish room located in building 50 basement are currently occupied, requiring construction phasing plans that would lessen the impact on all current operations and departments.

**1. Deducts:**

- a. NONE

**2. Work includes**, but is not limited to:

- a. Demolition: Building 50 Kitchen Dish room and tray service line.
- b. Contractor shall remove from the VA site and dispose of all equipment and materials not scheduled to be reused. Computer and phone equipment will be relocated by the VA.

- c. Presence of asbestos and/or lead finds are anticipated on a limited basis as identified in the contract drawings. See spec section 02 82 00 Existing asbestos survey and hazardous material report.
- d. Approximate quantities are described in the notes on the architectural sheets for each room in building 50, contractor to refer to those drawings.
- e. The scope is anticipated to include most trades.
- f. There is VA furnished equipment within this construction project.
- g. New construction consists of but is not limited to: Building 50 Basement Kitchen room 7-10 (Dish room and tray service Line)
- h. Contractor to maintain presence of a dedicated job superintendent for the Repair Building 50 Basement kitchen project. Superintendent shall be responsible for only one project at a time.
- i. Shutdowns of any major utility (Water, power, communications, electrical and steam) or road systems must be coordinated with the Contracting Officer Representative (COR) according to the general specifications to follow the outage notifications and coordination requirements and lead times
- j. The Contractor is to provide adequate staff to undergo training, certification and badging to provide sufficient access to all physical unrestricted areas. This will require PIV badging with background investigations. This process can take up to two months to complete.
- k. The contract working hours are 8:00 AM to 4:30 PM Monday through Friday, excluding Federal Holidays. It is anticipated that this contract will require utilization of off-hours work to complete certain scope items, to minimize weekend work if the work is deemed beneficial to the government.

j. The Health Care System must maintain its operation 24 hours a day, 7 days a week. Therefore, any interruption in service must be scheduled 15 calendar days in advance and coordinated with the COR to ensure that no lapses in operation occur. It is the **CONTRACTOR'S** responsibility to develop a work plan and schedule detailing, at a minimum, the procedures to be employed, the equipment and materials to be used, the interim life safety measure to be used during the work, and a schedule defining the duration of the work with milestone subtasks. The construction area is also occupied with 24/7 operations adjacent to the space, this will require impact focus for task-oriented plans best adjusted for time-of-day impacts in relation to activities within the space. The work to be outlined shall include, but not be limited to or sequenced per list:

1. Secure Building 50 Basement Floor rooms 7-10 with approved construction barriers and other security.

2. Phasing of Building 50 Basement Kitchen will include two phases; tray line space will be the first phase (Room 7 Tray Line Service) followed by the Dish room (Room 10).

To ensure 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 15 calendar days in advance of the proposed date for starting work in each specific area of site, building or portion thereof. All phasing dates shall be arranged to ensure accomplishment of this work in successive phases as detailed in the Construction Drawings for phasing. A minimum of 20 calendar days between each phase is required for VA activations and to move VA staff from Building 50 to alternate swing space. The contractor shall include this coordination time in their schedule.

Contractor to provide digital construction application for tracking all construction activities such as Procore or equivalent. Software must be provided access to mobile devices through application. The Digital construction application must provide space for tracking including the following (list is not exclusive):

1. Submittals/Testing Report VA Project #656-20-130 02-01-23 01 33 23\_3
2. RFI's
3. Schedules
4. RFP/Change Orders
5. ASI
6. Meeting Minutes
7. Inspection Reports
8. Agency specific requirements

Building 50 will be occupied during performance of work; but immediate areas of alterations will be inspected and a determination made on whether the room will need to be vacated or not, if the room is not vacated the contractor must adjust to do the work off-hours. Accommodation will be made by the VA on a case-by-case basis.

All Buildings will be occupied by Health Care System personnel for the period of performance for construction.

Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Health Care System operations will continue during the construction period.

Immediate areas of alterations will be inspected, and a determination made on whether the room will need to be vacated or not, if the room is not vacated the contractor must adjust to do the work off-hours. Accommodation will be made by the VA on a case-by-case basis.

**B. Anticipated Schedule:**

Contract award	D
Kickoff Meeting	D+7
Notice to Proceed	D+10
Submittals Submissions	D+10
Badging Submissions	D+10
Mobilization	D+73
Construction Start	D+76
Construction completion	D+320

The anticipated substantial completion of this project is **310** calendar days after “Notice to Proceed” (NTP). There is a 6-day window after the Post Award Conference and prior to the Notice to Proceed for badging related submission and processing, no additional expense will be allowed regarding badging items hence-forth.

**C. Cost Range**

The anticipated cost range for this project is between \$2,000,000 and \$5,000,000.

**D. VA Privacy Training for Personnel without Access to VA Computer Systems or Direct Access to or the Use of VA Sensitive Information:**

All contractors are required to complete “VA Privacy Training for Personnel without Access to VA Computer Systems or Direct Access to or the Use of VA Sensitive Information” prior to working on site (see SOW Attachment 1). Upon completion of the training, contractors shall complete and sign the last page of the training paperwork and provide them with the Contracting Officer’s Representative.

- 1. Contractors must immediately notify their COR and Contracting Officer if contract performance is jeopardized due to contractor employees being denied entry into VA Facilities. As a result of failing to pass WMC, PSAC suitability investigation.**

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