

SCOPE OF WORK
PROJECT NUMBER: 438-22-600
IMPROVE CAMPUS BUILDING EXTERIORS

1. SCOPE OF WORK:

The Contractor shall assist the Sioux Falls VA Medical Center (SFVAMC) with a variety of roofing and masonry repairs. Building 5 will host most of the work with additional construction on Buildings 7, 9 and 52.

2. CONTRACT TYPE:

This is a firm-fixed contract.

3. PERIOD OF PERFORMANCE (POP):

The contractor shall complete the work required under this SOW in four hundred (400) calendar days or less from date of full notice to proceed.

4. SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES:

- a) The contractor shall provide a detailed work plan and briefing for the VA project team, which presents the contractor's plan for completing the project. The contractor's plan shall be responsive with this SOW and describe, in further detail, the approach to be used for each aspect of the project as defined here. Shop drawings fully describing components to be installed shall be submitted for review and acceptance.
- b) Contractor to provide some form of submittal platform, similar to Submittal Exchange or approved equal, for use by all team members including (but not limited to): Contractor, Sub-Contractor, Supplier, A/E, and VA team members. It shall be provided for the entire duration of the project.
- c) All existing airflows at all points of operation for the airside systems that have equipment being removed to facilitate roof replacement shall be noted prior to equipment removal. After equipment installation, affected systems airflows shall be verified/rebalanced to the existing airflows as noted prior to equipment removal.
- d) The contractor shall store/protect all equipment that is removed such that it is fit for hospital operation upon reinstallation.
- e) All equipment removed shall be cleaned and tested upon reinstallation to ensure proper operation.
- f) The contractor is expected to attend weekly project update meetings as scheduled by the COR. It is the contractor's responsibility to prepare an agenda and distribute minutes for each meeting and come prepared to discuss the current disposition of the project to include:
 - Safety
 - Schedule- planned vs actual progress
 - Outstanding requests made to the Government

- Status of project
 - Future plans and scheduling
 - Upcoming events such as utility interruption, excavation, hotwork, etc.
- g) The contractor is to provide the COR an updated Ghant chart schedule every month. Schedules shall be provided regardless of outstanding RFI, RFP, change orders, etc. A current schedule of tasks is required for any contractor(s) working on campus.
 - h) Contractor will remove and dispose of all elements of damaged roofing, masonry and other items relating to the project.
 - i) Contractor will replace up to twenty (20) roofs as the majority of the work for this project.
 - j) Contractor will reset, repair and/or replace masonry including, but not limited to, parapet walls, cap stones and other decorative elements.
 - k) Contractor will remove and reset antennas on the roof of the main tower of Building 5.
 - l) Contractor will reset, repair and/or replace all elements of the louvers on the main tower of Building 5.
 - m) Contractor will provide and install several access ladders and other metal elements.
 - n) Contractor will provide a completed project per the plans and specifications.
 - o) Contractor will provide two hard copies of each as-built drawings to COR. In red ink record all items that are different or do not match the project plan set.

5. REPORTING REQUIREMENTS:

The contractor shall provide the COR with monthly written progress reports submitted electronically. These are due to the COR by the second workday following the end of each calendar month, throughout the project's duration. The progress report shall cover all work completed during the preceding month and shall present the work to be accomplished during the subsequent month. This report shall also identify any problems that arose, along with a statement explaining how the problem was resolved. This report shall also identify any problems that have arisen but have not been completely resolved, with an explanation.

6. HOURS OF WORK:

Work at the Government site shall take place between the hours of 8am and 4:30pm. Work shall not take place on Federal holidays or weekends unless directed by the COR. Evening hours can start no earlier than 4:30 PM and must minimize disruption to staff and patients adjacent to the construction boundaries.

7. CONTRACTING OFFICER REPRESENTATIVE (COR):

The Contracting Officer (CO) reserves the right to designate representatives to act on behalf of him/her in furnishing technical guidance and advice and/or general monitoring of the work to be performed under this contract. Such designation will be in writing and will define the scope and limitation of the designee's authority. A copy of the designation shall be furnished to the Contractor.

8. Confidentiality and Nondisclosure:

It is agreed that:

- The preliminary and final deliverables, all associated working papers, application source code, and other material deemed relevant by VA and generated by the contractor in the performance of this project, are the exclusive property of the U.S. Government and shall be submitted to the CO at the conclusion of the project.
- The CO will be the sole authorized official to release, verbally or in writing, any data, draft deliverables, final deliverables, or any other written or printed materials pertaining to this project. No information shall be released by the contractor. Any request for information relating to this project, presented to the contractor, shall be submitted to the CO for response.
- Press releases, marketing material, or any other printed or electronic documentation related to this project, shall not be publicized without the written approval of the CO

9. CHANGES TO CONTRACT:

The CO is the only person authorized to modify the contract.