

## March 7, 2023 Revision Notes:

~~Red & Stricken: Deleted from Scope of Work~~

Light Blue & Underlined: Inserted into Scope of Work

### Corrections:

- ✓ Doors are 18' high x 20'-2" wide
- ✓ Section 5, No. 7 - requirement deleted
- ✓ Section 5, No. 10 - requirement deleted

### Additions:

- ✓ The current voltage and phase of existing operators is Single Phase - 230 Volts
- ✓ The east door measures 23'-1" from the floor to the bottom of the horizontal track, and the west door measures 23'-10" from the floor to the bottom of the horizontal track. **Measurements are approximate.**



# CONSTRUCTION SCOPE OF WORK

U.S. GENERAL SERVICES ADMINISTRATION, ROCKY MOUNTAIN REGION 8

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**Date:** January 27, 2023

**Revision Date:** March 7, 2023

## **Section 1: Project Title**

*525 Portal VACIS Garage Door Replacement*

## **Section 2: Project Location, Building Name, & Building Number**

*Portal: GSA Storage Garage 301 W. Railway Ave P.O. Box 39 Portal ND, 58772*

*Building Number: ND0523AM*

## **Section 3: Contact List**

### **Contracting Officer (CO)**

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### **Project Manager**

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Bismarck, ND 58501  
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### **Property Manager**

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## Section 4: Project Background & Project Description

The General Services Administration needs to replace two failing garage doors at the Portal Port of Entry. The doors are in VACIS Non-Intrusive Inspection Building.

## Section 5: Project Objectives

The contractor shall provide labor, materials, equipment, and supervision necessary to perform:

- 1) Remove and replace two existing doors, tracks, and cables necessary to warranty the work for a period of 1 year.
- 2) Doors shall be a Midland Garage Door, Model 3" ENERGYSAVER see attached Specification or an approved equal. The doors shall be 18' ~~W~~Hx 20'-2" ~~H~~W.
- 3) Each door shall have 4 windows installed, with a minimum of ½" insulated glass.
- 4) Door R-value shall exceed 17.0 with closed cell polystyrene insulation.
- 5) Door Panel Color shall be Coffee.
- 6) Doors are to be double style, track to be 3", and springs shall have no less than 25,000 cycle springs. Spring shaft line to have pillow block bearing on the end plates.
- ~~7) Doors shall be prepped for trolley style operator with an exterior center stile and additional strut.~~
- 7) Door cable shall be the maximum size allowed on the cable drums.
- 8) Contractor to field verify overhead door dimensions.
- ~~9) Contractor to remove and replace edge with new.~~ (NOTE: This was referring to a Miller Edge, but this will not be needed, since the new doors should come with a new Miller Edges on them.)
- 9) **OPTION: Contractor to remove and replace existing commercial operators to include brakes and wall stations. Optional pricing shall be separate from the base bid. If the government does not choose to use the option, the contractor shall use and commission the existing openers to operate the new doors.**
- 10) The Government shall retain the old operator's and the wall stations. Contractor shall contact the building manager for location to store these items.
- 11) A staging area will be determined by mutual agreement after contract award.
- 12) The following information is provided for bidding purposes only. The contractor is advised to conduct a site visit and field-verify the exact information required for use in completing the work and submitting an offer.
- 13) No asbestos or lead containing materials shall be used.
- 14) All work shall comply with codes and standards applicable to each type of work through the course of this project including the National Electric Code (NFPA 70). Contractor shall also comply with the requirements of GSA Build Green Standards, and PBS P-100.
- 15) The Contractor is responsible for locating all utilities in project area, both public and private. GSA will make any existing drawing available for reference purposes only, actual locate is still contractor's responsibility.
- 16) The contractor is responsible for the protection of all existing building property surfaces from damage due to work performed under this contract. Damages to existing surfaces caused by the performance of this contract shall be repaired as to match the existing surface finish at no additional cost to the Government.
- 17) The Contractor shall remove all debris generated in the performance of this contract daily.
- 18) The contractor shall take all necessary precautions to prevent any dust or debris from filtering into other parts of the building including but not limited to mechanical systems. Should dust or debris filter into other parts of the building the contractor shall take immediate steps to clean the area (no equipment or supplies will be furnished by GSA).
- 19) At the completion of the project, the project area shall be cleaned to building standards as determined by the GSA Property Manager. Should the contractor fail to clean the project limits in a timely manner, GSA will contract for said cleaning and the cost will be deducted from the contract. Ensure that all penetrations are sealed with fire rated approved material as required by the International Building Code.
- 20) The CO has the right to reject any unsatisfactory or unsuitable material or workmanship.

## Section 6: Proposal Pricing & Site Walk

- 1) **Pre-proposal Site Visit Meeting:**
  - a) The site visit shall consist of a meeting to review construction requirements followed by a walk-thru of the project site. The meeting shall be attended by the contractor and GSA project personnel, and appropriate sub-contractors.
  - b) Review existing conditions of the project area including any field verification.

- c) Review the solicitation/evaluation requirements.
- d) Bidders are to arrange a pre-proposal site visit by contacting the Property Manager.

## 2) Cost Proposal Requirements:

- a) When submitting a proposal, provide a cost breakdown for each task into the following categories: Materials, equipment, labor hours, subcontractor's quotes, overhead, profit, and bond broken down into shell, tenant improvement (TI) (by tenant), Building- Specific Amortized Capital (BSAC), and environmental (as applicable). Follow P120 guidelines for tier level 3 based on project triage tool. Pricing shall be broken down by Construction Specification Institute (CSI) divisions.
- b) Base Bid- Replace OD Doors, Tracks and Cables as stated in section 5.
- c) Option – Remove and Replace Operators as stated in section 5.

## Section 7: Period of Performance

Once notice to proceed has been issued, the contractor has 110 calendar days to complete the project. The contractor must also promptly begin the badging process at the time of notice to proceed. Please allow a minimum of 30 days to complete the badging process. Because this work will be located on a port of entry, the CBP may require the contractor to provide additional clearance information before work can begin on site. Extensions will be granted for unforeseen conditions and other factors outside of the contractor's control at the Contracting Officer's discretion.

## Section 8: Universal Scope Requirements

**ALL of the requirements in this section are MANDATORY**

- See the attached **Universal Scope Requirements** document for the full details outlining each item
- Failure to comply with any and all of the requirements will result in the project not being accepted as complete

## Section 9: Submittals

- 1) Contractor shall submit a Method of Procedures (MOP) to the GSA Delivery Project Manager (PM) for approval prior to commencement of work. At a minimum, the MOP shall include:
  - a) Brief narrative describing method of accomplishment, construction techniques, etc
  - b) Project schedule (to include critical path, major milestones, long lead time items, mob & de-mob, inspection dates, substantial completion, and occupancy dates)
  - c) Service/Utility Outages (if necessary)
  - d) Phasing schedule (if necessary)
  - e) Any building infrastructure/BAS equipment that may be impacted
- 2) All new equipment and anything requiring a preventative maintenance plan shall be inputted into Maximo upload template.
- 3) Submittals:
  - a) Manufacturer's specifications, instructions, and material specification sheets in original form
  - b) Shop drawings showing size and hardware locations
  - c) Warranty information
- 4) Submittal response by the government shall be (14) calendar days or less.

## Section 10: General Requirements

### 1) Contractor Use of the Premises

- a) During the period of the project, the contractor will have access to the site only during business hours of 7:00 am -5:00 pm, Monday through Friday. No on-site work shall be performed outside these hours or on holidays unless otherwise directed by the Contracting Officer. The contractor will need to coordinate with the Contracting Officer to arrange access to the parking lot. The contractor shall make every effort to cause a minimum of damage to parking lots, any other paved areas, any items that need to be moved during the course of the project, and any areas not included in this scope of work. Any damage caused will be repaired at the contractor's expense.
- b) Contractor to coordinate a staging area, if needed, with the building manager prior to mobilizing to the site.

## **2) Progress Meetings**

- a) Progress meetings are not required for this project. The project manager and building team representative shall make daily inspections of the work progress.

## **3) Equipment**

The contractor shall provide all equipment associated with the entire project, operate in a safe manner and adhere to all OSHA and GSA standards.

## **4) Equipment and Material Storage**

The contractor shall provide and store all equipment, the materials specified above, and any other materials required completing the project. The materials are required to be kept clean and dry throughout the duration of the project. Contractor to coordinate with building manager for location of storage sheds.

## **5) Electricity, Water, and Gas**

GSA will pay for electricity, water, and gas during the course of this project. The contractor is responsible for making connections to the existing systems. Temporary electrical work shall meet the requirements of NFPA 70-1996 (NEC), Article 305. When temporary connections are removed, restore existing utility services to their original condition.

## **6) Fire Watch**

Contractor shall be responsible for providing fire watch if required per attached GSA fire watch guidelines.

## **7) Fire Alarm Impairment and Hot Work**

When a fire suppression or alarm system impairment is required, contractor shall provide written outage request to GSA for approval in advance of impairing any systems. Contractor shall be responsible for having a GSA approved NICET certified fire alarm contractor perform all system impairments. During fire alarm/suppression impairments or hot work procedures, contractor shall provide a fire watch per the GSA Regional Fire Watch Guidelines.

## **8) Protection of Public**

The building site will continue to be used by tenants. The contractor shall fence, barricade, or otherwise block off the immediate work area to prevent unauthorized entry. The contractor shall illuminate barricades and obstructions at night and maintain safe building access and egress for tenants.

## **9) Housekeeping**

The project site shall be kept in a neat, orderly, and safe condition at all times. The contractor shall provide enough containers for collecting construction debris and construction materials to be recycled. The contractor shall wet down dry materials and rubbish to prevent blowing dust and keep volatile wastes in covered containers.

## **10) Transportation and Deliveries**

The contractor shall arrange deliveries of materials in accordance with construction schedules; coordinate with COR to avoid conflict with other tenants and other work conditions at the site. Contractor must make GSA PM & CO aware of any lead times that may affect the project schedule.

## **11) Cleaning**

Before scheduling the final inspection, the Contractor shall accomplish six items: (1) Remove all tools, equipment, surplus material, and rubbish; (2) Restore or refinish, to original condition, surfaces that are damaged due to the work of this contract; (3) Remove grease, dirt, stains, foreign materials, and labels from finished surfaces; (4) Thoroughly clean building interiors; (5) Pickup all construction debris from the site; and (6) At time of final inspection, project shall be thoroughly cleaned and ready for use.

## **12) Disruptive Work**

All painting, staining, or other activity which may cause noxious or undesirable fumes and/ or any noisy work that may be disruptive to the tenants/ public must be performed after normal working hours. The use of paint or stain that does not generate odors is preferred and may be required if the space will be occupied the following day with prior written approval from GSA.

## **Section 11: Badging & Security**

- 1) Contractor is responsible to follow GSA's security and badging requirements as detailed upon contract award.
- 2) US Access shared enrollment centers can be found at [fedidcard.gov](https://fedidcard.gov). Travel distances to the nearest center should be accounted for during the badging process.
- 3) Any work on the Port of Entry grounds will require CBP clearance on each individual working on site. Contractor must complete a CBP Short Term Contractor Information Sheet and receive an "all clear" prior to commencement of work.

## Section 12: Payments

- 1) Information regarding payment requests and payment is in the solicitation/ contract. Please contact the CO if you have any questions regarding payments.

## Section 13: Substantial Completion & Final Inspection

- 1) When project, or designated portion of project is complete, request a final inspection. Upon receipt of request that project is substantially complete, the Contracting Officer will proceed with the inspection within ten days of receipt of request or will advise the contractor of items that prevent the project from being designated substantially complete.
- 2) The contractor shall provide O&M manuals. The O&M manuals shall contain the following:
  - o Executed Warranties (at project completion)
  - o Maintenance and operation manuals

## Section 14: Attachments

- 1) Universal Scope requirements
- 2) 3in Energy Saver Specifications

### PICTURES

- The east door measures 23'-1" from the floor to the bottom of the horizontal track, and the west door measures 23'-10" from the floor to the bottom of the horizontal track. Measurements are approximate.
- The current voltage and phase of existing operators is Single Phase - 230 Volts





