

STATEMENT OF WORK

PARKING LOT IMPROVEMENTS
LOWER BRULE HEALTH CENTER
LOWER BRULE, SD

1. Project Description

A. Title: PARKING LOT IMPROVEMENTS

B. Location: This project is at the LOWER BRULE HEALTH CENTER, in LOWER BRULE, SD.

C. Period of Performance: 365 calendar days from Notice to Proceed.

D. Description: The project defined within this Scope of Work is the replacement of the concrete ramp at the entrance of the Health Center, along with the railing and wind barrier. Replacement of a portion of the asphalt parking lot where the handicapped parking spots are located. Replacement of the entrance door and the delivery entrance door. Installation of pipe bollards and curb stops for parking spots, and pavement markings for the parking lot.

E. Background: The work to be accomplished by this project will replace an ADA non-compliant ramp entrance to the Health Center. It will also improve the handicap access to the building by supplying a new wider ramp and a door with ADA compliant push button opening. It will improve the safety of the parking lot by installing bollards to protect the ramp and building from a vehicle accidentally driving into those areas.

The project will also reconfigure the entrance into the basement of the Health Center, where a majority of the deliveries are received. It will create a dedicated parking area for the delivery vehicles to use, and a more convenient ramp and new door for the entrance.

F. Related Documents

1. This SOW and any other standard government or IHS documents are included and considered a part of this contract.
2. IHS Architecture and Engineering Design Manual – 2019
3. FGI 2018 – Healthcare Facility Design Guide
4. NFPA 101 Life Safety Code – 2012
5. NFPA 70 National Electric Code (NEC)
6. ASHRAE 170
7. ASHRAE Fundamentals Handbook 2017
8. NFPA 99 Healthcare Facilities Codebook, 2012

G. Common Acronyms or Definitions

1. IHS – Indian Health Service
2. CMS – Centers for Medicare & Medicaid Services
3. LB – Lower Brule
4. BAS – Building Automation System
5. Metasys – Name of the existing BAS

6. CO – Contracting Officer
 7. COR – Contracting Officer’s Representative
 8. PM – Project Manager
 9. IGCE – Independent Government Cost Estimate
 10. BIM – Building Information Model
 11. LOD – Level of Design
 12. CAD – Computer Aided Design
 13. RFI – Request For Information
2. **Scope of Work (SOW)** The contractor shall provide all plant, labor, materials, transportation, drawings etc. and supplies as needed for all demo, new installation, and clean-up of the products described below. All electrical installation shall be done by an electrician licensed in the state of South Dakota. Construction shall comply with industry-recognized standards for building construction.

All construction shall be in accordance with the most recent publications of the National Electric Code, National Fire Codes, AIA Guidelines for Construction and Equipment of Hospital and Medical Facilities, IBC, and shall be in accordance with Industry Standards.

The facility shall remain fully functional for patient care with minimal interruption during construction. The contractor shall provide a construction schedule for completing the work and identify how the work will be completed to minimize impact to facility operations.

The Contractor shall restore all areas disturbed by construction, both interior and exterior, to condition at least equal to that existing prior to construction. Contractor shall take necessary precautions to minimize any dust, dirt, or tracking throughout the health center and surrounding areas during the construction process, and shall be responsible for any required clean-up or damage related to the construction activity. The Contractor shall dispose of all excess construction materials and rubbish in an EPA-approved landfill.

The Contractor shall be responsible for obtaining all permits, insurance and fees, federal and tribal, required of a general contractor working on the Lower Brule Indian Reservation, TERO ordinance will apply.

The contractor shall coordinate all work activities with Facility Manager prior to commencing work and on a daily basis after beginning work. All measurements are for estimating purposes, and should be verified prior to ordering any materials.

The contractor shall provide all engineering, design, material, labor, equipment and supervision required to accomplish the following:

- A. **Demolition:** Contractor shall remove the existing concrete ramp, railing, wind barrier, and retaining wall. Remove a 2600 square feet section in the parking lot and the ramp. Remove both the entrance doors in the area. Remove the light on the building above the ramp.

The existing pavement section, including the existing concrete ramp, will be removed down to the subgrade material. Any subgrade water damaged areas will be repaired as necessary and the entire subgrade will be moisture conditioned and re-compacted to a firm uniform density prior to base course and pavement placement.

- B. **Electrical:** Install three new LED light fixtures to properly light the new ramp and the delivery entrance. Lights should be Halo White LED Single Head Outdoor Security Flood Light Model Number FSL303TW 2900 Lumens, or equivalent. Install ADA compliant push button door openers on the main entrance. Install camera and door opener outside on delivery door, and door opener switch and monitor downstairs in the office space below the delivery door, same as or equivalent to AIPHONE Video Intercom Station Kit: 17 in Ht, 10 1/2 in Wd, 3 1/2 in Dp, 17 in Door Station Ht.

- C. **Concrete:** Placement of 52'x50' subgrade, structural steel, and concrete shall follow SD DOT 2015 Standards, part B and D, and any other applicable section. Prepare subgrade 6" with density 95% of standard proctor. #3 rebar every 12" in parallel, and every 36" perpendicularly. 6" concrete for full dimensions poured to 4,000 psi. Space joints at 10-12 feet, Joiner molded on squares.

Place 8" concrete filled pipe bollards between sidewalk and parking lot, at 56" high. Spacing should be 3-5' apart, and approved through a submittal. Bollards will be finished with a rust resistant paint, and then a plastic cover. Provide 4 extra bollard covers.

- D. **Metals:** Provide aluminum ramp with railings and canopy as shown in drawing titled Floor Plan. Door is approximately 4.5' above ground. New ramp shall be designed and constructed in accordance with ADA accessibility guidelines for ramps and International Building Code for ramps. All ramp sections, platforms, steps, legs, and guardrails are to be constructed of mill finish aluminum extrusions and mill finish aluminum sheet. Extrusion are either 6061-T6, 6063-T52, or 6005-T5 aluminum alloy and all aluminum sheet is 5052-H32. Ramp shall be aluminum ramp as manufactured by Upside Innovations or equal.

- E. **Openings:** Replace entrance door and the delivery entrance door. Both doors are 3' 6" wide, 80" tall (measurements need to be verified) and are single metal entry doors. The entrance into the Health Center will have ADA compliant push button opening, and an automatic closure. The delivery door will need to have an push button electric lock and automatic door closure. Ensure doors are operating and sealed properly. Any addition material for a proper operation or seal will be responsibility of contractor.

- a. **Door Replacement to include Door Frame.** The Door Frame will be replaced when replacing the entrance and delivery doors. Replace with metal frame able to properly hold door and stresses from door. Ensure that frame is straight, plumb, and level and that the door is operating properly at all temperatures.

- F. **Fire Suppression:** Any existing fire suppression in the ceiling or walls will need to stay in place, and be incorporated into the new construction.

- G. **Exterior Improvements:** Replace any exterior wall paneling that is not present due to current ramp, having it match the existing appearance.

If any item is damaged in the removal of the concrete ramp, it will need to be replaced back to original appearance, at contractor's expense.

Paint parking lot area per plans using specifications from South Dakota DOT 2015 Standard Specifications.

- H. **Warranty:** Provide a 1-year labor and material warranty at no additional cost to the government which provides for the repair of all work and equipment that was provided under this scope of work.
- I. **Clean Up:** Jobsite shall be cleaned daily and must comply with the Infection Control & Safety Officer's requirements given with the ICRA and PRCA. The construction areas involved shall be free of any debris, rubbish and left over material scraps upon completion of the project. Trash receptacles used for the collection of this debris and their removal from the project site shall be provided by the contractor. The site will be inspected by the engineer prior to final payment to ensure the sites return to their original condition prior to construction.
- J. **Site Restoration:** The construction site shall be free of any materials, debris and/or rubbish. The contractor will be responsible for the removal of this debris and must restore the site to its original condition as approved by the project engineer. Photo are to be taken before construction begins for documentation the sites original condition by the contractor.
- K. **Addition Facility Requirements:** Contractor shall comply with the requirements of the hospital's Facility Manager, Infection Control Officer and Safety Officer. These requirement will be laid out during the pre-construction meeting. Other permits and requirements will be given after the pre-construction meeting and the ICRA and PRCA assessments are completed.

3. Period of Performance.

- A. Time of the Essence: All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.
- B. The Work will be substantially completed within *Three Hundred Sixty-Five (365) calendar days* after the date when the Contract Times commence to run.

4. Submittals

- A. Submittals or shop drawings shall be submitted for the following items and shall be delivered electronically to the COR or designated PM for final approval before ordering any new material or equipment.
 - 1. Materials and finishes.
 - 2. Electrical components, Exterior Lights
 - 3. New ramp and canopy
 - 4. Paints and parking spot placements
 - 5. New doors and door openers
 - 6. Subgrade Material
 - 7. Concrete
 - 8. Any other items with options available

5. Schedule/Meetings

- A. The general contractor shall submit a detailed schedule to the COR for approval within (14) calendar days of the award.

- B. Pre-Construction Meeting: One Pre-Construction meeting shall be conducted prior to the start of the construction of the contract.
- C. Progress Meetings: Progress meetings shall be conducted at regular intervals as merited by the progress of the work.
- D. Substantial Completion: One substantial completion meeting shall be held following notification of the Project Officer by the General Contractor that the project is Substantially Complete.
- E. Final Completion: One final completion meeting shall be held following determination that the project is complete.

6. Miscellaneous

- A. **Correspondence.** All correspondence shall be addressed to the COR. Each letter, document, etc., shall contain the following information:
 - 1. Date
 - 2. Project Numbers, Contract Number, Delivery Order Number and Service Unit Name/Location.
 - 3. Name of those who were sent copies.
- B. **Superintendent.** The prime contractor shall have an onsite superintendent for this project while any and all work is being performed unless prior approval is grant from the COR.
- C. **Tribal Requirements.**
 - 1. The Contractor and all subcontractors engaging in work on the Lower Brule Sioux Indian Reservation will be required to comply with the Indian preference and Indian preference program requirements administered by the Lower Brule Sioux Tribe Tribal Employment Rights Office (TERO).
 - 2. Before commencing work, contractors and sub-contractors are required to submit an acceptable "Compliance Agreement" to the TERO office. Copies of this form can be obtained from the TERO office. Typical requirements of TERO include a fee of 4% on the total contract price, and submission of weekly certified payroll reports to TERO.
 - 3. Additionally, the rules and regulations of the TERO Ordinance require that no person who is not a local Indian shall be employed by a covered employer until a work permit has been obtained for them from TERO.
 - 4. Contractors are strongly encouraged to contact the TERO office at (605) 473-5800 ext. 48171 for an explanation of tribal requirements. Other fees may apply.
- D. **Construction Materials and Storage**
 - 1. All materials shall be stored and handled according the manufacturers' recommendations.
 - 2. **All materials shall be submitted to the COR prior to ordering, for approval by the project engineer.**
 - 3. The contractor(s) shall be present and on site to receive all construction material, equipment, or products. IHS staff will not be present, responsible, nor receive, or provide any type of offloading equipment for construction materials, products, or equipment. It is solely the

contractor(s) responsibility to properly receive any and all construction equipment, products, and materials on site.

4. The contractor(s) shall provide their own means of storing any and all construction materials, products, or equipment required for installation. IHS staff will not be responsible or provide any means of storing construction material, products, or equipment before or during construction. All material, products, or equipment remain the contractor(s) property until the project has been deemed substantially completed by all parties.

E. Hours Of Operation

1. The project shall start after award and receipt of the Notice to Proceed
2. The work hours shall be 8:00am – 5:00pm, Monday – Friday. Weekends and after hours work may be available upon request.

7. Payments to the Contractor

1. The Government will pay the Contractor a fixed price, as indicted below, which will constitute full compensation for all Contractor professional and incidental services, travel expenses, and materials necessary to furnish complete project as required and specified in this SOW.
2. Progress payments will be paid following acceptance by the Government of that particular schedule item and a properly submitted and approved invoice.

8. Project Officer

Korry Burkhead will be designated as the Contracting Officer's Representative (COR) for this Order. His address and telephone are:

Korry Burkhead
Great Plains Area Indian Health Service
Division of Facilities Management & Engineering
420 S. Garfield Ave
Pierre, SD 57501
Office: 605-945-5437
Korry.burkhead@ihs.gov

Any change in COR designation will be documented by the Contracting Officer in writing.

9. Invoice Format

The Contractor is responsible for delivering one copy of the invoice to the COR. The invoice shall include the contractor's official invoice with the contractor's letter head along with the contractor's schedule of values showing a detailed breakdown of the construction items with the progress of each. The COR is responsible to approve or reject the invoice and provide a copy to the Contract Specialist and delivery of the original to the payment office.

Upon reaching 100% completion of the entire task order, submission of the final invoice must be accompanied by a Final Claims Release before payment can be approved. Failure to provide the proper information may cause the invoice to be returned or delayed.

10. Closeout Documents

The Contractor shall submit one hard copy set of all final, installed submittal items, accessories, and all installation/operation/maintenance documents to the facility manager/engineer. The final installed submittal package and O&M shall also be sent electronically to the COR and/or PM.

Appendix A – Quote Schedule

PARKING LOT IMPROVEMENTS

LOWER BRULE

DESCRIPTION	SCOPE SECTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
Demolition	2A	1	LS		
Electrical	2B	1	LS		
Concrete	2C	1	LS		
Metals	2D	1	LS		
Openings	2E	1	LS		
Exterior Improvements	2G	1	LS		
General Requirements/Conditions, Taxes, TERO, Etc.	N/A	N/A	N/A		
				TOTAL	

Grand Total:

In words _____ dollars &

_____ cents

I hereby acknowledge receipt of these documents above pertaining to the above referenced bid.

Company Name: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

(Signature)

(Date)