

**STATEMENT OF WORK (SOW)**  
**Building 21 - Testing, Adjusting, and Balancing (TAB) Heating Ventilation and Air**  
**Conditioning (HVAC) Systems**  
**VETERANS HEALTH CARE SYSTEM OF THE OZARKS (VHSO)**  
**FAYETTEVILLE, ARKANSAS**

**I. OVERVIEW**

The Contractor must furnish all management, supervision, labor, material, equipment, tools, supplies, consumables, parts, and related services, in accordance with the SOW and drawings to TAB Building 21 HVAC Systems air flows, air exchanges, room static pressure differentials, temperatures, and relative humidity in accordance with the Veterans Affairs (VA) VHAC Design Guide 2017, Rev. Mar 2022, Edition. Electronic Portable Document Format (.pdf) copies of drawings for this work will be furnished by VA upon Contractor's written request to the Contracting Officer (CO). Hard copies of SOW and drawings must be the Contractor's responsibility and expense. Contractor must verify existing and new dimensions, locations, and quantities to complete this project located on the VHSO Main Campus 1100 N. College Avenue, Fayetteville, AR 72703.

**GENERAL REQUIREMENTS**

- A. Any provision or partial provision of the Contract, including but not limited to, drawings that is not consistent with this SOW will be null and void only to the extent of the inconsistency. All other provisions or partial provisions of the Contract, including but not limited to, drawings and Veterans Affairs (VA) VHAC Design Guide 2017, Rev. Mar 2022, Edition must remain in full force and effect.
- B. Safety must be the Contractor's highest priority.
- C. Contractor site activities on VHSO campus must have the following requirements complete prior to beginning site activities.
  - 1. Annual influenza shot is required for all staff performing work on VHSO VA campus.
  - 2. While on campus, Contractor must wear a visible VHSO issued identity Badge.
  - 3. Mask must be replaced when damaged or soiled.

4. Daily visit at check-in station (Building 1-ED, Building 21-North Entrance, and Building 44-West Entrance) for COVID screening are performed on the VHSO campus and must be performed immediately when the Contractor arrives on site. If at any time an employee of the Contractor firm is found in deficiency of the above listed, then a stop work order will be issued for the safety of VHSO patients. Any further questions please reference the below document(s).
  5. Seasonal influenza with Vaccines (SOW Attachment 01).
  6. Minimum OSHA 10 certification.
- D. Period of Performance: Ninety (90) calendar days after Notice to Proceed (NTP).
- E. This project must be a turn-key operation in accordance with this SOW and drawings to be a complete and working system, meeting the requirements specified in the VA HVAC Design Guide 2017, Rev. Mar 2022, Edition.
- F. VHSO facility must continue to operate during the contract Period of Performance, including but not limited to, the mechanical and electrical systems.
- G. Contractor's work must be conducted with the least amount of disruption to the VHSO operations.
- H. Contractor must submit to the Contracting Officer (CO) and Contracting Officers Representative (COR) all submittals no later than fourteen (14) calendar days after NTP for COR written approval.
- I. Prior to the start of job site activities, together, the Contractor and COR must conduct a site survey to identify and review specific work and differing site conditions and to establish a schedule.
- J. VHSO utilities and work areas may not be immediately available to the Contractor and the Contractor must be flexible in the project schedule at no additional cost to the Government. Patient services and convenience supersede contractor's access requirements.
- K. Contractor materials, equipment, tools, supplies, consumables, and parts must not be left unattended within a common work area. When working in common areas, there must be a minimum of two (2) contractor employees

present to ensure that Contractor building materials, including but not limited to, equipment, tools, and supplies are not accessible to others.

L. Contractor is responsible to move office furniture and or VA equipment as required to complete the project and ensure all spaces, furniture and equipment are returned to the same location, position, and condition as found at the start of the project. Contractor shall provide cleaning of all work areas.

II. Warranty: Contractor must guarantee workmanship for a period of one (1) year after COR written acceptance of work.

### III. **QUALIFICATIONS OF CONTRACTORS**

A. The supervisors and technicians must all be certified by one of the following three TAB certifying agencies. All names and certifications of supervisors and technicians shall be submitted to the contracting officer with the contractor's proposal. Contractor shall ensure a minimum of one (1) certified supervisor is onsite managing the project.

a. Associated Air Balance Council (AABC)

i. The onsite supervisor must possess a Test and Balance Engineer (TBE) certification.

ii. All technicians must possess a Test and Balance Technician certification.

iii. All TAB reports shall be submitted to the COR with the AABC stamp.

b. National Environmental Balancing Bureau (NEBB)

i. The onsite supervisor must possess a NEBB Certified Professional (CP) credential

ii. All technicians must possess a NEBB Certified Technician (CT) credential.

iii. All TAB reports shall be submitted to the COR with the NEBB stamp.

c. Testing, Adjusting and Balancing Bureau (TABB)

- i. The onsite supervisor must possess a TABB Supervisor certification.
  - ii. All technicians must possess a TABB technician certification.
  - iii. All TAB reports shall be submitted to the COR with the TABB stamp.
- B. Test equipment shall be certified and meet the requirements set for in specification 23 05 93 Testing, Adjusting, and Balancing for HVAC section 1.5(A) listed under IV specifications in this SOW.
- C. The contractor must have five (5) continuous years of experience as a certified TAB contractor performing TAB work in a Healthcare environment. Documented proof of this experience must be submitted to the contracting officer with the contractor's proposal.
- D. The contractor must have the requisite knowledge to operate the Allerton Compass building management system to perform TAB adjustments. No VHSO staff support will be provided.
- E. All reports shall be certified and submitted to the COR with the contractor's TAB certifying agencies stamp.

#### **IV. SCOPE OF WORK**

The Contractor must furnish all management, supervision, labor, material, equipment, tools, supplies, consumables, parts, and related services, to TAB the following HVAC systems and rooms and to verify and confirm each HVAC system and rooms is in accordance with VA HVAC Design Guide 2017, Rev. Mar 2022 Edition:

*Note: Room pressures when designated to be positive pressure must be a minimum of 1.5" w.c and when designated to be negative pressure must be a minimum of -1.5" w.c.*

- A. HVAC Systems: (See drawings listed in IV. DRAWING INDEX.)
  1. AHU-1
  2. AHU-2
  3. AHU-3
  4. AHU-4

5. AHU-5
6. AHU-6
7. AHU-8
8. AHU-10
9. Exhaust Fan 1
10. Exhaust Fan 2
11. Exhaust Fan 3
12. Exhaust Fan 4
13. Exhaust Fan 7
14. Exhaust Fan 10
15. Exhaust Fan 12

B. The following Procedure rooms were designed and commissioned to be negative pressure. VA HVAC Design Guide 2017, Rev Mar 2022, Edition requires them to be positive pressure. Contractor must TAB HVAC systems to be in accordance with VA HVAC Design Guide 2017, Rev. Mar 2022, Edition. If a room cannot be made compliant a written recommendation to modify / replace the HVAC system(s) must be submitted to the COR with the TAB report.

1. 1152-21
2. 1159-21
3. 1324-21
4. 2117-21
5. 2118-21
6. 2166-21
7. 2197-21
8. 2314-21

C. The following Procedure rooms were designed and commissioned to be neutral pressure. VA HVAC Design Guide 2017, Rev Mar 2022, Edition requires them to be positive pressure. Contractor must TAB HVAC systems to be in accordance with VA HVAC Design Guide 2017, Rev. Mar 2022, Edition. If a room cannot be made compliant a written recommendation to modify/replace the HVAC system(s) must be submitted to the COR with the TAB report.

1. 1129-21
2. 1131-21
3. 2236-01

D. Perform Hydronic TAB of the building 21 chill water system.

E. Perform sound measurements through all rooms of building 21 or as directed by the COR. Document the measurements and submit to the COR in the final TAB report. Perform extra sound and vibration measurements at the discretion of the COR to facilitate troubleshooting at no additional cost to the Government. Include measurements in final TAB report.

F. Measure and document the vibration and sound of all rotating equipment to include all AHU supply and return fans, all exhaust fans, two (2) reheat water pumps located in building 21 and the two (2) chilled water pumps, 4 chillers, 2 condensing water pumps and 4 cooling towers located in building 29. Submit all measurements to the COR in the final TAB report.

G. Documentation:

1. Contractor shall submit intermediate reports for each of the following systems immediately after completing TAB work on that system.

- a) Each air handling unit and associated duct and terminal system as each system is completed.
- b) Reheat water loop.
- c) Chilled water pumps.
- d) Chilled water loop
- e) Separately for each exhaust fan and associated duct and device system.

2. Contractor must submit an electronic copy of a complete certified TAB report to the COR within fifteen (15) business days of completion of HVAC system TAB.

- a) All deficiencies must be noted together with recommended corrective action(s).
- b) The Following Critical Air Flow rooms must have Room number, Room name, Supply CFM, Exhaust/Return CFM, Room

Pressure and Air Changes per Hour documented.

- (1) L214-21
- (2) L215-21
- (3) 1104-21
- (4) 1124-21
- (5) 1129-21
- (6) 1131-21
- (7) 1152-21
- (8) 1159-21
- (9) 1257-21
- (10) 1258-21
- (11) 1325-21
- (12) 2114-21
- (13) 2118-21
- (14) 2159-21
- (15) 2191-21
- (16) 2197-21
- (17) 2207-21
- (18) 2236-21
- (19) 2276-21
- (20) 2314-21

**V. DRAWING INDEX**

<b>DWG#:</b>	<b>DWG TITLE</b>	<b>PROJECT #</b>	<b>DATE</b>	<b>PROJECT TITLE</b>
MH-110Ax	Prtl LL Plan HVAC Ductwork Alt	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-110Bx	Prtl LL Plan HVAC Ductwork Alt	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-110E	Prtl LL Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-110F	Prtl LL Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-111Ax	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwok Alt	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-111B	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-111C	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-111D	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation

MH-111E	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-111F	Prtl 1 <sup>st</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112Ax	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork Alt	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112B	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112C	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112D	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112E	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-112F	Prtl 2 <sup>nd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-113A	Prtl 3 <sup>rd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-113B	Prtl 3 <sup>rd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-113C	Prtl 3 <sup>rd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-113D	Prtl 3 <sup>rd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-113E	Prtl 3 <sup>rd</sup> Flr Plan HVAC Ductwork	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-403	Mechanical Plan Bldg 1 Basement	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-404	Mech Plan Bldg 21 3 <sup>rd</sup> Flr Penthouse A	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-405	Mech Plan Bldg 21 3 <sup>rd</sup> Flr Penthouse B	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-406	Mech Plan Bldg 21 3 <sup>rd</sup> Flr Penthouse C	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-601	Mechanical Schedules - 1	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-602	Mechanical Schedules – 2	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-604	HVAC Schedules	564PR2302	9/9/2008	Clinical Addition and Renovation
MH-605	HVAC Schedules	564PR2302	9/9/2008	Clinical Addition and Renovation

## VI. Specifications

Section No.	Division and Section Title	Date
23 05 93	Testing, Adjusting, and Balancing for HVAC	3-1-2023

## VII. References

- A. VA HVAC Design Manual 2017 Rev. March 1, 2022/
- B. TME, Inc Commissioning Manual Book 1 of 2 (Excerpts)
- C. TME, Inc Commissioning Manual Book 2 of 2 (Excerpts)

## VIII. CONTRACTOR ACCESS AND ACTIVITIES:

- A. **Safety:** Contractor's highest priority must be safety. Contractor work must be in accordance with Federal, State, Local OSHA codes, regulations, latest edition of NEC, latest edition of NFPA 70E, and 01 35 26 Safety

Requirements specification. Contractor must furnish required safety items, including but not limited to, safety signage, cones, barricades, and must furnish and wear required Personal Protective Equipment (PPE). Contractor must be prohibited from working without proper safety items and PPE and may be asked to leave job site in absence of usage of all proper PPE.

**B. Infection Control:**

1. Contractor must be responsible to develop a phasing and Infection Control Risk Assessment (ICRA) that incorporates requirements of specifications 01 00 00 General Requirements to meet requirements of VHSO and VHSO ICRA. Contractor must install and create temporary dust barriers with the following products:
  - a) ZipWall® ZIP POLES FOUR PACK (includes 4 spring Loaded Steel Zip Poles, 4 GripDisk™ Slide Stoppers, 2 standard zippers, 1 carry bag or equal, construction film must be white, fire-retardant polyethylene, antistatic, 12x100 Ft x minimum 6 mill thickness, imprinted with fire retardant labeling. Zippers must be straight or curved heavy duty ZipWall® Zippers or equal. Stick mat must be STICKY MAT Flat Store Clean Mat or equal, tacky mat, white, 24x45-inch minimum. Construction traffic through the facility must be coordinated with the COR. Construction workers, materials, and clothing must be transported through the hospital dust free. Any dusty, dirty, odorous or wet materials must be transported in sealed clean bags. Disposal traffic routes and times will be at the discretion of the COR.
  - b) Edge-Guard Panel Transparent Infection Control Wall Partitions with a 42-inch door and associated components or equal. Edge-Guard Panel Transportation Cart(s) or equal.
2. Contractor must maintain negative air pressure within ICRA barrier space 24/7 for duration of time ICRA barrier is in place.
3. Contractor must furnish and install BALL-IN-THE-WALL® DOME-ON-THE-WALL ROOM PRESSURE MONITOR WITH FAILSAFE CHECK

FEATURE or equal for each ICRA barrier space (minimum of one each adjacent to each entrance of ICRA barrier space) and maintain 24/7 for duration of time ICRA barrier is in place. Contractor must request COR written approval for location of BALL-IN-THE-WALL® DOME-ON-THE-WALL ROOM PRESSURE MONITOR WITH FAILSAFE CHECK FEATURE.

- C. **Site Supervision:** Contractor must submit written qualifications of proposed site superintendent(s) to the CO and COR for consideration. Contractor must furnish superintendent(s) with written COR approval to continuously supervise on site contract activities. Contractor superintendent(s) must not engage in any direct trades' labor.
- D. **Security:** Contractor must coordinate with VA Police and COR to comply with the VHSO security management program, including but not limited to, obtain onsite access permission by the VA Police, be identified by Contractor and project, and restricted from unauthorized access.
- E. **Information Security:** A&A requirements do not apply, and a Security Accreditation Package is not required.
- F. **Badging:** While on campus, Contractor must wear a visible VHSO issued identity Badge. Contractor can be subject to inspection of personal effects when entering or leaving the project site and VHSO property. Contractor site superintendent must escort Contractor employees to Engineering Shop (Building 37) to obtain badge(s). Contractor must maintain a Badge Log with Employee Names, Badge ID Numbers, Start Date(s), Departure Date(s), ID Lost Date(s), and ID Return Date(s). Contractor must update Badge Log and furnish to the COR weekly or as directed in writing by COR. Contractor must report lost Badge(s) immediately to the COR and document on Badge Log. Contractor must return Badge(s) immediately on day of departure of employee from project to COR and document on Badge Log. Contractor must return remaining Badge(s) at project closeout to COR. Contractor must reimburse the Government a \$100.00 fee for each lost or unreturned Badge.
- G. **Key Access:** Contractor site superintendent may check out a key to access mechanical and electrical rooms as project requires. Contractor site

superintendent must check out and return a key at Engineering (Building 7-A) daily and the key must not leave VHSO property. Contractor site superintendent must notify the COR when a key is lost. Contractor must reimburse the Government a \$3,500.00 fee for each lost or unreturned key(s).

**H. Property Access Work Hours:**

1. **Regular Business Hours:** Site work must be scheduled during regular business hours, 0700 to 1500 hours, Monday through Friday (excluding the following Federal holidays – New Year’s Day, Martin Luther King Day, Presidents Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day).
  2. **Outside Regular Business Hours:** Work must be scheduled during 1500 to 0700 hours, Monday through Friday, Saturday, and Sunday (excluding the following Federal holidays – New Year’s Day, Inauguration Day, Martin Luther King Jr. Day, President’s Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran’s Day, Thanksgiving Day and Christmas Day) and must not commence without prior COR written approval at no additional expense to the Government.
  3. **Designated Hours:** Contractor must plan contract work activity that interferes with medical Center (MC) operations and must not commence without prior COR written approval at no additional expense to the Government.
- I. **Utilities:** Contractor must not leave unattended out-of-service any utility, fire protection, life safety system, or security system without written permission of the COR. If a utility, fire protection, life safety system or security system is not functional at the end of a work period without written permission of the COR, then the Contractor must restore the system(s) to working order prior to leaving the job site or must furnish an around-the-clock watch subject to COR written approval until the system is functional. If the Contractor fails to do so, the Contractor must reimburse the Government a fee equal to the amount of

costs incurred by the Government to furnish around-the-clock watch and/or repair the system(s).

- J. **Parking:** Contractor on-site parking is limited to availability of designated Contractor parking. Contractor must have prior COR written approval of on-site Contractor parking.
- K. **Vehicles and Construction Equipment:** Contractors' key(s) to unattended vehicle(s) and construction equipment must be removed and vehicle(s) locked.
- L. **Unloading and Loading:** Contractor must unload and load materials, including but not limited to, equipment, tools, supplies, parts, and construction debris at the loading dock. Contractor must not leave vehicle(s) or construction equipment unattended at the loading dock. No materials, including but not limited to, equipment, tools, supplies, parts, and construction debris are permitted through the front entry.
- M. **Storage and Staging:** Contractor storage and staging is limited to availability of designated on-site Contractor storage and staging. Contractor must submit a written request for storage or staging to the COR for consideration a minimum of seven (7) business days prior to the storage or staging. Contractor must have prior COR written approval of on-site Contractor storage and staging. Contractor must relocate or remove on-site storage and staging, including but not limited to, Contractor's office trailer(s), dumpster(s), storage container(s) and construction materials a maximum of seven (7) business days after written notification by the COR without additional expense to the Government.
- N. **Equipment and Tools:** Contractor must furnish construction equipment and power and hand tools, including but not limited to, ladders, scaffolds, lifts, backhoes, and forklifts to complete Contractor's work.
- O. **Radios and Mobile Devices:** Contractor must use mobile devices at low volume or outside. Contractor must not carry-on conversations in hallways or near any patient areas. AM/FM radios and other media producing devices must not be used on VHSO property.

- P. **Noise:** Contractor must coordinate and schedule with COR noise making activities. Contractor must submit to the COR a written request for consideration and written approval a minimum of seven (7) business days prior to activity. Contractor must have COR written approval to proceed.
- Q. **Dust Proofing and Cleaning:** Contractor must cover furnishings and equipment with white plastic, fire retardant polyethylene, antistatic, minimum 6 mil thickness, imprinted with fire retardant labeling or clean drop cloth. Contractor must furnish HEPA vacuum cleaner(s), cleaning tools, and tacky mats at job site entrances. Contractor must not use broom(s).
- R. **Fire Alarm:** Contractor must coordinate and schedule fire alarm interruption activity with COR. Contractor must submit to the COR for consideration and written approval a minimum of seven (7) business days prior to activity. Contractor must have COR written approval to proceed three business days prior to activity. Contractor must submit written fire watch plan to CO and COR for consideration no later than (NLT) ten (10) calendar days after NTP. Contractor must be responsible for fire watch in the areas where fire/smoke detection coverage is removed or disabled. Contractor must be responsible to coordinate fire or smoke detection with the COR for the removal and restoration of fire protection coverage. After regular business hours or designated hours, supervision of the fire alarm panel is required at the Contractor's expense. The Contractor must be responsible for completion and submission of a written Fire Alarm Bypass Request. The Contractors' written request must be submitted for COR approval and if approved by COR, then the COR must furnish a written approval to proceed three (3) business days in advance of any proposed work activity. If the fire alarm system requires any deactivation, then it must be reactivated the same day before the Contractor leaves the job site to ensure that the fire alarm system is functional. If the fire alarm system is not functional, then the Contractor must restore the fire alarm system to working order prior to leaving the site or must furnish an around-the-clock fire watch until the fire alarm system is functional. The Contractor

must be liable for any costs incurred by the Government to furnish the fire watch and/or to repair the fire alarm system.

- S. **Hot Work:** Contractor must perform and safeguard hot work operations in accordance with OSHA 1910 Subpart Q, NFPA 241, and NFPA 51B. Contractor must coordinate and schedule with COR Hot Work Operations. Hot work operation is defined as operations including, but not limited to, open flame, producing heat and/or sparks, burning, welding, processes such as arc welding, oxy-fuel gas welding, open-flame soldering, brazing, thermal spraying, cutting, oxygen cutting, arc cutting, chipping, grinding, heat treating, sand blasting, torch-applied roofing, chemical welding, thawing pipe, and light horizontal welding, or an operation that is capable of initiating fires or explosions. Contractor must obtain Hot Work Permit from COR prior to activity.
- T. **Energized Circuit Work:** Contractor must perform, maintain, and safeguard the integrity of the VHSO electrical systems and must follow procedures around energized equipment in accordance with NFPA 70E standards including proper PPE. Contractor must coordinate and schedule energized circuit work with COR. Contractor must submit to the COR a written request for consideration and written approval a minimum of seven (7) business days prior to activity. VHSO electrician or electrical engineer must monitor work. Contractor must use safety equipment to include but not be limited to, 12 calorie arc flash suits with hoods and 5KV gloves. No exits will be blocked. Personnel without proper PPE must be prohibited within the working area around live electrical panels with the cover removed. Contractor must have COR written approval to proceed three (3) business days prior to activity.
- U. **Utility interruption:** Contractor must coordinate and schedule with COR. Contractor must submit to the COR a written request for consideration and written approval a minimum of seven (7) business days prior to activity. Work must be planned in advance to give as much time as possible to schedule a utility interruption. There may be times when a utility interruption request is denied because of insufficient lead-time or interference with ongoing VHSO

activities and must be rescheduled at no additional cost to the Government. Contractor must have COR written approval to proceed three (3) business days prior to activity.

- V. **Disposal:** Contractor must coordinate and schedule with COR. Contractor must have COR written approval to proceed three (3) business days prior to activity. Contractor must submit a written request to dispose of any government owned materials, equipment, or property in advance to the COR for COR written approval. Contractor must remove and properly dispose construction debris, materials, equipment, and substances from this project and the VHSO property daily into the Contractor supplied containers. Contractor must coordinate disposal container location with COR contingent upon available space and any future COR directed relocation(s) must be at no additional cost to the Government. Construction debris created from the project must not be disposed of in VHSO dumpsters or on VHSO property. Disposal of construction debris, materials, equipment, and substances from the project must be in accordance with applicable Federal, State, and Local laws, rules, and regulations. The Contractor must ensure and furnish appropriate documentation to the CO and COR that all hazardous waste handlers, haulers, and disposal facilities are properly licensed. The Contractor must furnish shipping manifest and documentation of disposal of construction debris, materials, equipment, and substances from the project prior to final payment.
- W. **Fumes:** Contractor must coordinate and schedule with COR. Contractor must submit to the COR a written request for consideration and written approval a minimum of seven (7) business days prior to activity. The Contractor must schedule fume producing work activities, including but not limited to, painting or heat produced fumes after regular business hours. Contractor must be responsible for ventilation necessary to exhaust and prevent fumes from entering adjoining areas, outside air intake ductwork, and re-entering the VHSO healthcare facilities at no additional cost to the

Government. Contractor must have COR written approval to proceed three (3) business days prior to activity.

- X. **Photography:** Contractor must coordinate and schedule with COR. Contractor must be escorted by VHSO personnel to take job site related photos. Contractor must not photograph any patients, personnel, visitors, and others on VHSO property.
- Y. **Training: NOT INCLUDED.** Training must be included to applicable VHSO personnel. The Contractor must furnish training for users of installed system(s) and procedure(s). Training must include an agenda and instruction manual in electronic form. Contractor must furnish user and administrator training to VHSO officials and VHSO Engineering personnel, with a minimum of four (4) to eight (8) hours of on-site training. Coordination and scheduling for the training must be determined after contract award. Training must include hands-on training and demonstrations.

IX. **OTHER REQUIREMENTS:**

- A. Structural members must not be cut or altered, without prior CO's written authorization.
- B. Contractor must make every reasonable effort to protect VHSO property from damage.
- C. Contractor must furnish adequate protection for VHSO property before any construction activities occur. Contractor moved items must be put back by the Contractor to original locations and conditions as work is completed at no additional cost to the Government.
- D. Anything remaining in place that is damaged or defaced by the Contractor must be restored by the Contractor to the pre-existing damaged or defaced condition at no additional cost to the Government.
- E. Contractor must coordinate work of different trades so that interference between mechanical, electrical, architectural, and structural work including existing services must be avoided and within limits indicated the required space for operation, repair, removal, maintenance, and testing of equipment. Utilities, including but not limited to, conduit, ducts, and pipes must be

arranged to ceiling slab, walls, and columns to take up a minimum footprint of space. Conduit, ducts, pipes, and equipment must not interfere with intended use of eyebolts and other lifting devices.

- F. Contractor must locate existing utilities in area of work. Contractor must furnish adequate means of support and protection to utilities that remain in place. Any property, including but not limited to, electrical, natural gas, medical gas, communication and utility lines, landscaping, walkways, roads, and curbs damaged by Contractor must be repaired or replaced at no additional cost to the Government. Government property, including but not limited to, walls, ceilings, floors, furniture, must be protected from damage at no additional cost to the Government. Areas must be cleaned after coring, sawing, and other construction activities by the Contractor at no additional cost to the Government.
- G. No unauthorized Contractor work to be initiated without the prior written approval of the CO. The CO must approve any request, or proposal for changes in project scope or additional requirements, in writing prior to the Contractor proceeding with any work. Any Contractor changes without prior written approval by the CO, must be done at the Contractor's risk and at the Contractor's expense. Contractors must visit the job site and visit the facility to determine the nature and location of the work to be performed in general and the local conditions which can affect the work. Failure to do so must not relieve the Contractor of responsibility for estimating the difficulty or cost to perform the work. Contractor must comply with applicable Federal, State, Local laws, codes, regulations, and ordinances. Contractor must obtain permits and licenses required by Federal, State, Local law, code, regulation, and ordinance(s) at no additional cost to the Government.