Statement of Work

FY26 Abatement IDIQ Contract
(578-26-004 Base IDIQ)

~~**April 23, 2026**~~ ***(April 23, 2026, rev 1)***

IDIQ Base Solicitation Statement of Work Attachments:

1) Hines VA Campus Site Plan
2) ACM Base Bid Schedule
3) Emergency Contact List – Template
4) Contractor Badging – Fingerprint Request Form 2025
5) VHA PCRA – 1.1 (May 21, 2024)
6) VHA ICRA – 1.3 (Dec. 9, 2024)
7) Seed Project (578-26-008: Task Order E Abatement in Buildings 1 and 200
   7.0) 578-26-008 Scope of Work
   7.1) Hines Campus General Construction Documents
   7.2) 578-26-008 Specifications
   7.3) 578-26-008 PCRA Details
   7.4) 578-26-008 ICRA Details
   7.5) 578-26-008 ILSM Details
   7.6) 578-26-008 Abatement Locations

References:

1) VHA Directive 7714 Asbestos Management Program
2) ~~Policy Memorandum 578-03-001-046 (R-1) Asbestos Management Program~~
2) VA's Technical Information Library (TIL)
3) Master Construction Specifications (PG-18-1)
4) Environmental Planning Guidance (PG-18-17)
5) 2011 Asbestos Survey for the EHVAH
6) 2013 Historic Preservation Plan for the EHVAH
7) 2020 Statement of Conditions Survey for the EHVAH
8) 2022 Facility Condition Assessment for the EHVAH

A) Mission.

Engineering Service's mission is the total oversight and management of the environment of care, as it pertains to the physical infrastructure and base plant operations, at the Edward Hines VA Hospital. Engineering support is for customers that includes, but is not limited to, patients, visitors, staff and administrative employees.

B) Goals.

The goal of this project is to develop task orders against this Indefinite Delivery Indefinite Quantity (IDIQ) contract for asbestos abatement and related activities at the Edward Hines Jr. Veterans Affairs Hospital.

C) Current Conditions.

Edward Hines Jr. Veterans Affairs Hospital (EHVAH) has various asbestos abatement and related activities of Indefinite Delivery Indefinite Quantity. The asbestos abatement and related activities may occur at multiple locations on the EHVAH campus. (Base Solicitation **Attachment 2)**

D) Objectives.

This package intends to provide guidance for the award of an IDIQ contract and subsequent task orders to this contract. The primary objective is for the IDIQ contract to furnish all labor, materials, equipment, tools, and qualified supervision necessary to accomplish each task order. Task orders will vary in size and dollar amounts**. Task orders will involve asbestos abatement and related activities.** A separate project will be provided by contracting to evaluate cost and capability.

E) Acronyms and Definitions.

The following is a listing of acronyms and/or definitions to terms used in this document.

ABAAS	Architectural Barriers Act Accessibility Standards
ACM	Asbestos Containing Material
A/E	Architect and Engineer (firm)
AHU	Air Handling Unit
BAS	Building Automation System
CCE	Construction Cost Estimate
CCD	Contract Completion Date
CLIN	Contract Line-Item Number
CO	Contracting Officer
COR	Contracting Officers Representative as delegated by the CO
CS	Contracting Specialist assigned by the CO
EHRM	Electronic Healthcare Records Management
EHVAH	Edward Hines Veterans Affairs Hospital
FCA	Facilities Condition Assessment
GC	General Contractor (firm)
GLAC	Great Lakes Acquisition Center
HEFP	Healthcare Environment and Facilities Program
HVAC	Heating/Ventilation/Air Conditioning
IDIQ	Indefinite Delivery Indefinite Quantity
LF	Linear or Lineal Feet

MATOC	Multiple Award Task Order Contracting
MEP	Mechanical/Electrical/Plumbing
NTP	Notice to Proceed
OIT	Office of Information & Technology
PCAC	VHA Program Contracting Activity Central
PDT	Project Delivery Team – Typically CO/CS, COR, and EHVAH staff
PIV	Personal Identity Verification
POP	Period of Performance
QCM	Quality Control Manager
RFI	Request for Information
SF	Square Feet
TAB	Testing and Balancing
TIL	Technical Information Library
TO	Task Order
TR	Telecom Room
VA	Department of Veteran Affairs
VA-SEPS	VA Space and Equipment Planning Systems
WAP	Wireless Access Point

F) Requirements.

This is an Indefinite Delivery Indefinite Quantity contract for the services specified. The quantities of services specified in the IDIQ contract are estimates only and are not purchased by this contract. Performance shall be made only as authorized by orders issued in accordance with the Section H Scope of Work. The contractor shall furnish to the Government, when or if ordered, the services specified in the contract up to and including the quantity designated in the IDIQ contract as the "maximum". The Government shall order at least the quantity of services designated in the IDIQ contract as the "minimum". Except for any limitations on quantities in the IDIQ contract, there is no limit on the number of task orders that may be issued. The Government may issue task orders requiring delivery to multiple destinations or performance at multiple locations.

Any task order issued during the effective period of this contract and not completed within that period shall be completed by the contractor within the time specified by the task order. The contract shall govern the contractor's and Government's rights and obligations with respect to that task order to the same extent as if the order was completed during the contract's effective period, provided that the contractor shall not be required to perform any work on any task orders under this contract after 120 days after contract closing date.

This IDIQ contract presumes the contractor will not need access to the Hines LAN or any VA Sensitive Information to execute the contract. All task orders are subject to the terms and conditions of this contract. In the event of conflict between a task order and this contract, the contract shall control. The awarded Contractor will adhere to all codes, standards, guidelines and design requirements found in the VA's Technical Information Library (TIL) https://www.cfm.va.gov/til/ including but not limited to the following:

1) Pre-bid site visit:

a. A pre-construction site walk through is encouraged and should be coordinated by the CO. The intent of this walkthrough is to give the contractor access to the project site so that an accurate evaluation of the project requirements and site assessment can be made.
b. A simultaneous site visit will be conducted with all interested offeror prior to the proposal due date.

2) RFI Submittals:
   a. The contractor shall submit any RFI's resulting from the site visit within five (5) working days after the inspection to the CO.
   b. Unless otherwise stated the contractor shall allow the government ten working days to respond to an RFI.
3) Infection Control Barrier (ICB):
   a. Temporary construction partitions shall be smoke-tight and built of noncombustible materials that will not contribute to the development or spread of fire.
   b. Barriers shall not obstruct access to emergency services and for fire, police, and other emergency forces.
   c. The contractor shall provide and install a rigid infection control panel system manufactured by Edge Guard out of Bement, Illinois or an approved equal. http://www.edge-guard.com/home.html. Salient details of the infection control barrier are:
      1. The ICB must be fire-rated.
      2. The barrier must be water resistant; capable of being cleaned and sanitized.
      3. Installation of the barrier shall not:
         1. Generate dust outside the barrier.
         2. Generate excess noise outside the barrier.
         3. Generates excess fumes outside the barrier.
      4. Demobilization of the barrier shall not:
         1. Generate dust outside the barrier.
         2. Generate excess noise outside the barrier.
         3. Generates excess fumes outside the barrier.
         4. Require floor, wall, or ceiling repairs upon removal.
      5. The barrier should be environmentally responsible.
         1. The materials should be reusable.
         2. The materials should not contribute to unnecessary waste to our landfills.
   d. Fire-rated plastic sheeting may be used to supplement the rigid infection control panel system. COR approval is required.
      1. Contractor shall submit an RFI requesting approval during the bid period.
   e. Wood studs, plywood, OSB, particle board, pressboard, or other flammable materials are not allowed at Hines.
   f. Manometers shall be installed on the ICB adjacent to every entrance of the work zone to monitor negative pressure within the work zone.

g. All doors to rooms inside the work zone but directly impacted by the work shall have their doors shut and the perimeters taped to prevent the migration of dust and debris into these rooms.
h. Cover all sprinkler heads (daily), signs, data transmitters, and light fixtures. Cover the supply and return diffusers within the work zone to prevent the spread of dust and fumes to other areas outside the work zone.
i. Rigid infection control panel system and manometers are to be submitted and approved by the COR prior to installation.
j. The contractor shall ensure that all Infection Control is performed in accordance with the latest VA Infection Control Risk Assessment (ICRA) policy. The current version is VA ICRA -1.3 effective December 9th, 2024. **(see Base Solicitation Attachment 6)**
k. The following is acceptable to Hines Infection Control, to maintain negative pressure inside an infection control barrier when exhausting air to the exterior of the building is not an option.
    1. Install a floor-to-ceiling infectious control barrier (ICB) meeting the fire-rating required.
    2. Place the air scrubber inside the ICB with a HEPA filter. The air scrubber will draw air from inside the ICB.
    3. Place a flapper valve connection on the ICB.
    4. Route the filtered air from the scrubber via a collapsible duct to the flapper valve thus maintaining negative pressure inside the ICB.
    5. If the scrubber shuts down for any reason, loss of power, etc. the flapper valve will swing close thereby maintaining the integrity of the ICB.

4) The Contractor shall post and maintain the final signed PCRA, ICRA, ILSM and Emergency Contact Information (when issued) at the entrance to the ICB for the duration of the project. The Contractor will replace the postings whenever new documents are updated. **(see Base Solicitation Attachments 5, 6, 7.3, 7.4 and 7.5).**
5) Equipment Lead time:
    a. Equipment lead times shall be incorporated into the project schedule and used in conjunction with the baseline for the project start date.
    b. The contractor shall make an informed bid submission by working with suppliers and considering all potential long-lead items involved with the project reasonably known or considered to impact the start, performance, and completion of the project.
    c. For delays in the equipment delivery not caused by the government, the contractor shall bear the cost of temporary materials, equipment, labor, and services for the time between the end of the period of performance and the final installation of the contract's specified materials and equipment.
6) EHVAH Permits:
    a. Unless otherwise stated the contractor shall submit for all required VA permits (i.e. above ceiling or dig) fourteen (14) calendar days prior to the event based on the approved project schedule with the COR.
7) Project Pay Applications:

a. All submitted project pay applications require certified payroll and waste report documents to be current with each pay submission.
b. Certified payroll documents shall be submitted to the COR weekly.
c. Approval of all invoices will require documents to be current.

8) Work outside of normal business hours or weekends:
   a. All work performed after hours or on weekends requires coordination with the COR and shall be requested fourteen (14) calendar days prior in writing or e-mail to the COR for approval.
   b. No work shall take place without written or e-mail confirmation from the project COR.
9) Utility Shutdowns:
   a. The Contractor shall provide twenty-one (21) calendar days' advance notice for any planned utility shutdowns to all allow the station to notify staff/visitors and prepare contingency plans if necessary.
   b. Failure to submit the shutdown requests in a timely manner is not justification for a claim of delay on the part of the government.
   c. Planned utility shutdowns should be indicated on the project schedule.
10) Submittals and Shop Drawings:
   a. Unless otherwise stated the contractor shall provide shop drawings and equipment submittals for review and approval by the COR seven (7) calendar days prior to the start of construction.
   b. No work shall be started prior to review and approval by the COR.
11) Certifications:
   a. When applicable, the contractor shall provide certifications for all personnel performing any welding and shall certify all welds prior to the start-up of any of the units.
   b. These certifications shall be supplied to the COR and retained as a permanent record of the project folder.
   c. Personnel certifications shall be provided to the COR prior to the start of construction.
12) OSHA Certification:
   a. The Contractor shall have an OSHA 30-hour certified site superintendent on site whenever any work is being performed.
   b. All contractor onsite employees and sub-contractors shall have at least OSHA 10-hour certification.
   c. A copy of the OSHA certifications shall be supplied to the COR prior to the start of any work and retained as part of the project folder.
13) EPA Notification:
   a. Pursuant to 40 CFR 61.145, written notification is required to the Illinois EPA at least 10 working days before the abatement is to begin.
   b. A copy of this notification and acceptance shall be provided to the COR.
14) Deviations from Proposed List of Subcontractors:
   a. The contractor shall update the list of his subcontractors monthly and submit the updated list to the Contracting Officer by the 10th of each month. This list shall contain all subcontractor deviations (increases/decreases) which vary

from the original list of completed subcontractors provided in the quality proposal.

b. The contractor shall be required to submit a list of subcontractors for each task order.

15) Contractor Staff and Employees

a. Prior to the issuance of the first Task Order, the contractor shall provide the Contracting Officer with the telephone number at which the contractor or his representative may be contacted at any time during regular working hours and an emergency number at which the contractor may be contacted in situations requiring immediate attention. The above-mentioned representative, if provided, must have full power and authority to act upon the behalf of the contractor.

b. Supervision. The Government shall not exercise any supervision or control over the contractor's employees performing services under this contract. Such employees shall be accountable not to the Government, but solely to the contractor, who, in turn, is responsible to the Government. At all times during the performance of each Task Order under this contract, and until the work under that Task Order is completed and accepted, the contractor shall directly oversee the work under each Task Order, or assign, and have on each work site, a competent representative who is satisfactory to the Contracting Officer and has authority to act for the contractor. This may include a working supervisor.

c. Contractor's Employees. All work under this contract shall be performed in a skillful and workmanlike manner. The Contracting Officer may require, in writing, the contractor to remove from the job site any employee the Contracting Officer deems incompetent, careless, or otherwise objectionable.

G) Scope of Work.

This requirement is for an Indefinite Delivery/Indefinite Quantity contract for fire stopping, asbestos abatement, re-insulation, and hazardous substance removal work on real property located at the following location:

Edward Hines Jr. VA Hospital
5000 South 5th Avenue
Hines Illinois

1) The contract will encompass a 5-year ordering period.
2) The maximum dollar amount of the contract will not exceed $2,500,000.00.
3) Ordering Procedure:

a. During the contract period, the CORs will identify projects for task order which will be issued by the Contracting Officer.

b. The Contracting Officer, or his/her authorized representative, will notify the contractor that a requirement exists for the Open-Ended Fire Stopping, Asbestos Abatement and or Re-insulation Contract. The notification will

include a Statement of Work, which includes the scope of work; any available drawings and technical documents; and a list of submittal requirements.

c. The contractor shall schedule a site visit with the Contracting Officer, or his/her authorized representative, by telephone within five (5) working days after receipt of the notification. The contractor, Contracting Officer or his/her duly authorized representative, the COR and/or the Government inspector will participate in the site visit. The purpose of the site visit is to familiarize the Government and contractor with the condition of the site, and to identify any special conditions which may be present.

d. After the site visit, has been conducted, the contractor shall submit his proposal to the Contracting Officer at the time mutually agreed upon by the contractor and the Contracting Officer. In the absence of an agreement, the proposal shall be submitted within five (5) working days after request by the Contracting Officer.

e. The contractor's proposal shall be submitted as indicated in Paragraph 4 below and shall be accompanied by necessary technical documentation to identify that adequate engineering and planning has been accomplished to meet the performance requirements. Examples of documentation that might reasonably be expected would include drawings or sketches, catalog cuts, calculations, specifications, bills of materials, etc. Any non-pre-priced work must be supported with verifiable documentation outlined in Paragraph 7.

f. Upon receipt of the contractor's proposal, the Government will review the proposal. The contractor's proposal must address non-priced items. If there are quantity differences to be resolved, or if the Government or the contractor determines quantity verification is necessary, a second site visit may be made to measure and reach agreement on quantities. The contractor, Contracting Officer or his/her duly authorized representative project engineer and/or Government inspector will participate in this site visit.

g. Upon receipt of the contractor's proposal, the Government will review the proposal for completeness. The Government will negotiate with the contractor on the method, non-pre-priced items as applicable, performance times, and quantities.

h. The contractor should realize that circumstances may prohibit the Government from issuing an individual task order even after the receipt and/or negotiation of the contractor's task order proposal.

i. If such circumstances arise, the Government is not obligated to reimburse the contractor for any costs incurred in the preparation of the task order proposal.

j. The Government has the right to withdraw a proposed Task Order before and after receipt of the contractor's proposal for the proposed project.

4) Offers.

a. The offer shall detail individual prices per each line item. Unit prices shall be indicated by the actual dollar amount associated with the line item. The applicable units of measurement are per linear foot, per square foot, or each. The offeror's unit price must contain all costs other than the premium for

bonds, and mobilization/demobilization. The offeror's unit price shall include, but is not limited to:

1. All waste and excess material.
2. Clean up.
3. Safety and compliance with environmental laws (i.e., safety rails, face and clothing protection, etc.).
4. Traffic and work site signs and barriers.
5. Compliance with tax laws.
6. Project management and supervision.
7. Protection of Government Property.
8. Quality Control.
9. Office management and equipment.
10. Depreciation of mobile office(s);
11. Overhead, profit, labor burden, contingencies.
12. Insurance.
13. Subcontractor profit and overhead.
14. Air and bulk asbestos sampling and analytical costs.
15. Third party air sampling for clearance, when required.
16. Submittals, permits, notifications, licenses; and
17. Other risks of doing business.

b. All components of price shall be included in the offeror's unit price, and shall be fully supported, as no allowance for an omitted cost will be made later. Unit pricing for additional option years shall include anticipated or projected changes to local prevailing wage rates/taxes.

5) Task Order Pricing.
   a. Unit prices shall reflect performance of work during normal working hours. Other than normal working hours, when required by the Government, shall be negotiated per individual task order, and shall be shown as a separate cost on the contractor's proposal.
6) Line-Item Unit Prices and Quantities.
   a. The unit price for a specific task will be the direct costs for that task.
   b. Unit prices include consideration of direct material, labor, equipment costs, to include indirect costs and profit. Some costs are not allowed in accordance with the FAR and will be excluded by the Contracting Officer.
7) Non-Pre-priced Items (Miscellaneous Hazardous Substance Removal Work).
   a. Items of work not covered by this contract, but within its scope, may be negotiated by the Contracting Officer, or his designated representative, and added at any time during the contract. Added items of work shall be incorporated into and made a part of the task order and shall be performed at the negotiated unit price. Non-pre-priced work shall be so noted on each task order. Non-pre-priced proposals shall be supported with verifiable documentation supporting competitive quotes (minimum of two), catalogue prices, etc. for all non-pre-priced work. Non-pre-priced items shall be proposed in bare costs only (material, equipment, and labor) multiplied by the quantity and the overhead and profit rate. Repetitive items may be negotiated

and incorporated to the contract by modification to the contract, thereby making it a pre-priced item for the remainder of the contract. While it is a possibility that occasionally non-pre-priced items, may be included as part of a task order, non-pre-priced items are objectionable and will be kept to a minimum. Non-pre-priced items that are included shall be carefully reviewed to ensure that it is within the scope of the contract. The determination to add or not to add a non-priced item to the contract is made by the Government.

8) Bonds.
    a. Performance and Payment Bonds. The contractor shall be required to provide performance and payment bonds for all work ordered under this contract per task order. The performance and payment bonds shall be delivered to the Contracting Officer no later than ten (10) calendar days after receipt of notice of contract award for the contract period. Contractor will, however, be required to maintain additional bonding, and furnish that bonding to the Contracting Officer, in the event task orders issued exceed the guaranteed minimum prior to commencement of the work. The Government will, upon request, only reimburse the contractor for premiums paid to the Surety, for the performance and payment bonds after receiving bonds and evidence of full payment to the Surety.
    b. Penal Sums. The penal sums of the performance and payment bonds are stated in VAAR Clause 852.236-73, Bonds. The contractor shall not begin work until both bonds, properly executed, are furnished to the Contracting Officer and the Contracting Officer has issued the Notice to Proceed for the task order.
    c. The furnishing of bonds is a part of contract performance, and failure to provide bonds within the timeframes specified shall be grounds for default.
9) The contractor is required to submit a proposal on all task orders which the Contracting Officer has issued a written request.
    a. Submittal includes a narrative asbestos hazard abatement plan subject to review and approval of the COR of the Hines VA Hospital.
    b. If the contractor refuses/rejects a task order proposal, the Government's estimated value for that task order will be counted towards meeting the guaranteed minimum threshold.
    c. In the event contractor and the Government fail to agree upon a task order price, the Government may issue a unilateral task order.
    d. The contractor may make a written claim under the Disputes Clause of the contract for further consideration.
10) The offeror/contractor shall furnish all materials, equipment, labor, tools and qualified supervision necessary to accomplish each task order.
    a. Task orders will vary in size and dollar amounts.
    b. Task orders will involve fire stopping asbestos abatement, re-insulation, and hazardous substance removal work.
    c. Task orders will vary in size and dollar amounts and shall be performed in accordance with SECTION VA 02 82.11,13.13,13.19,13.21,13.31,13.41, and VA 02 83.33.13. VA MASTER CONSTRUCTION SPECIFICATIONS.

However, informal (shop) drawings, incidental to the job, reflecting the plan of action and the completed project, may be required.

11) Task orders shall be based on individual projects and may be issued for a period of five (5) calendar years from date of award. Individual task orders shall not exceed a maximum value of $500,000.00 or be less than a minimum value of $2,000.00. The minimum guaranteed value of the contract shall be $25,000.00 for the contract period. The total maximum value of the contract is $2,500,000.00. The Contracting Officer will accomplish appointment of a COR.
12) The contractor is required to be located, either by his main office or a satellite operation base, within an area permitting a maximum of a four (4) hour response time to location listed above. Said office or satellite base must be operational prior to award of the contract and throughout the duration of the contract and must be open for business from 7:30 am until 4:00 pm, Monday through Friday, excluding federal holidays.

H) Constraints.

1) Most work under this IDIQ contract will be in occupied areas. The area wherein work is to be performed under this contract may be occupied by Government services during the construction period. The contractor shall have access to that portion of the area within which work is to be performed. The movement of contractor personnel, his equipment, materials, and tools shall be confined to this area so as not to interfere with ongoing operations in the work areas.
2) Work hours for EHVAH staff are from 7:30 am until 4:00 pm, Monday through Friday.
3) Photographs may be taken of the work performed at the jobsite. However, photographs containing patients and/or staff are a violation of both the Patient and Hospital privacy policies. Both violations are subject to penalties and dismissal. Permission from the EHVAH Public Affairs Officer (PAO) is required and should be coordinated with the project COR.
4) VHA Directive 1085 implements a smoke-free policy for patients, visitors, contractors, volunteers, and vendors at VA health care facilities.
5) Maximizing Use of American-Made Goods, Products, and Materials
    a. The Buy American Act required the United States government to prefer U.S.-made products in its purchases.
    b. It is the policy of the United States to buy American and to maximize, consistent with law, the use of goods, products, and materials produced in the United States.
    c. Material purchases should adhere to this policy to the greatest extent possible.
6) The contractor badging process is a required security procedure of all VA stations. <u>It is the responsibility of the general or prime contractors to notify their subcontractors of this requirement.</u> All contracted workers visiting the jobsite will need to receive a contractor's Flash badge. This is to be done before any construction or demolition work is started on the project. Failure to obtain and display the proper badge could result in the worker being removed from the station by Hines Police.

The procedure to follow is:

a. The Contractor shall have 2 weeks' notice from award to Notice to Proceed (NTP) to on-board team members with the necessary badging.
b. The Contractor shall fill out Contractor Badging Form **(see Base Solicitation Attachment 4).**
c. Two (2) forms are personal identification are needed. Valid (unexpired) forms of ID include:
    1. Current Driver's License. Real ID is required.
    2. An original social security card (not laminated). Substitutes may include:
        i. Current Passport
        ii. Original birth certificate (not a copy)

    Additional forms of identification can be found on Page 2 of the Contractor Badging Form (**See Solicitation Attachment A.4).**
d. The Contractor shall coordinate with COR and bring the completed Contractor Badging Form to Mikel Jones (Bldg. 2, Rm 119) to coordinate for fingerprints (Phone: 708 202-8387, ext. 21322; Email: mikel.jones@va.gov).
e. Once the form is approved by Mikel Jones, contractors shall take a copy of the form to Human Resources located in Building 17 for fingerprinting. The hours for fingerprinting are 8:00 AM to 3:00 PM. The other copy will stay with Hines Engineering.
f. Upon a favorable fingerprint adjudication, the contractor will schedule an appointment with HR to receive a Flash badge. The link to schedule this appointment will be provided by Mikel Jones upon notification of successful fingerprint adjudication.

I) Tasks and Responsibilities.

A Scope Validation meeting between the Contracting Officer, Contracting Specialist, the Contracting Officers Representative, and key contractor team members will be conducted to review project objectives, scope, deliverables, communication, site access, schedule, and responsibilities. Upon agreement and issuance of the Notice of Award, the timeframe is firm and must be adhered. After this meeting the awarded contractor shall provide their services per the approved project schedule.

1) Preconstruction Period: The Contractor shall provide the following:
    a. Logistics Plan: A comprehensive narrative describing the chronological planned development of the project. The Logistics Plan includes an organizational chart, hourly rates, staging plan, description of means and methods, and hours of work.
    b. Construction Security Plan: Defines both physical and administrative security.
    c. Construction Phasing Plan: 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.

d. Submittal Registry: The Submittal Registry shall include a listing of all documentation required for pre-approved submissions including shop drawings, technical data, product performance information, calculations, and samples.
e. Accident Prevention Plan: The APP (aka Construction Safety & Health Plan) shall interface with the Contractor's overall safety and health program.
f. Activity Hazard Analyses: AHAs are also known as Job Hazard Analyses, Job Safety Analyses, and Activity Safety Analyses.
g. Construction Schedule: WBS schedule including start/end dates, duration and sequencing, preferably in MS Project or Primavera format (include floats).
h. Schedule of Values: A detailed Breakdown for Payment, including submittal stages, work performed, and work invoiced per Progress Payment submission.
    1. The Schedule of Value is a representative breakdown of the contractor's firm, fixed-price bid. Each portion of the Schedule of Values represents the amount the government paid to the contractor for that portion of the work.
    2. Because the contractor's bid was fixed, so too is the Schedule of Values. It is not fluid and does not change after submission and approval. The Schedule of Values can only be modified through a bi-lateral agreement between the government and the contractor.
    3. The government will utilize the Schedule of Values as a basis of negotiations for contract modifications. This is especially true when a credit is due to the government for all or measurable parts of certain portions of the firm, fixed-price contract.
i. Existing Conditions Survey: Before any work is started, the Contractor shall make a thorough survey with the COR of the buildings or areas of buildings in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by both, to the Contracting Officer.
j. Infection Control Plan (ICP): Narrative description of the dust control and debris disposal process including disposal destination and methodology.
k. Quality Control Plan (QCP): Describes the methods by which the Contractor will ensure all work is being accomplished in accordance with specifications and this SOW.
l. Environmental Protection Plan: The Contractor shall meet with the COR to discuss the proposed Environmental Protection Plan and to develop mutual understanding relative to details of environmental protection.
m. Document Submissions. All documents included as Attachments to this SOW that are required to be filled out and signed or jointly signed by the Contractor.
n. Demolition Debris Management Plan.
o. Certificates, Licenses, and Training Documents.
p. Obtain PIV badges.
q. RFI's: Other than those resulting directly from demolition or construction.

2) Construction Period: The Contractor shall provide the following during construction services:

a. Display the signed PCRA, ICRA, ILSM and Emergency Contact Information in a location coordinated with the COR.
b. Attending biweekly construction meetings which are facilitated by the COR.
c. Submit RFI's during construction as necessary.
d. Issue biweekly field reports of construction progress to the COR.
e. Attend field inspections and punch list inspections as requested by the COR.

3) Construction Close-out Period:
   a. The Contractor shall provide the following:
      1. Inspection and Approval by the COR and/or the CO.
      2. Final Approval and Beneficial Occupancy when applicable.
      3. Warranties documents and O&M Manuals.
      4. As-built drawings and record submittals.
      5. Staff training when applicable.
      6. Contractor Release of Claims.
      7. All Waste Reports submitted per Safety and Health during Construction Activities.
      8. Existing Conditions Re-survey.
   b. The COR shall review the contractor close-out submissions for thoroughness and conformance with the contract document requirements. The COR shall also review field-marked as-built drawings for conformance with final installations.
   c. The COR shall utilize these as-built drawings and specifications from the contractor and generate them as recorded drawings and specifications.

J) Deliverables.

1) Price Proposals.
   a. The offeror shall submit the price to accomplish the tasks described herein. The offeror shall submit a completed Standard Form (SF) 1442 and completed "Representations and Certifications".
   b. A clear audit trail must be evident as to the conversion of resource, overhead and profit to the unit price, and be consistent with the offerors cost accounting system. The proposal should address general price components, including, but not limited to materials, direct labor, indirect costs, overhead and profit. The proposed profit rate should be supported with a quantitative evaluation of market conditions, anticipated order volume and risk assessment, in addition to being justified with narrative rationale.
   c. The offeror should appraise and address potential for market and wage changes when developing and supporting the price proposal.
   d. Offerors are required to obtain bonding for the guaranteed minimum amount of $15,000. The offeror shall provide documentation supporting that bonding can be obtained up to the maximum dollar limitation of this contract. The offeror shall also provide the cost for bonding above the guaranteed minimum consistent with the dollar amount of each proposed task order, in accordance to FAR 52.228-15.

e. The anticipated costs of the local prevailing wage rates, that must be paid to obtain necessary labor to perform the contract, shall be included in the unit prices for the contract period. FAR Part 22.404-12.

2) License Information.
   a. Include a copy of current license to perform such work, in the state of Illinois.

K) Time Frames.

1) Contract will encompass a 5-year period of performance.
2) Task Order timeframes will be addressed within the Statement of Work for the task order.
   a. Once the task order is awarded the contractor shall be required to
      1. Commence work under this contract upon Notification to Proceed,
      2. Prosecute the work diligently, and
      3. Complete the entire work ready for use not later than days listed in the Notice to Proceed.
   b. The time stated for completion shall include final cleanup of the premises.
   c. Phasing of work will be addressed within each task order request.
   d. No construction will commence until the pre-construction requirements of each task order have been completed and approved.

L) Performance Monitoring.

1) The Government will periodically evaluate the Contractor's performance by appointing a representative(s) to monitor such performance and ensure services are received. The Government representative will evaluate the Contractor's performance through intermittent on-site inspections of the Contractor's performance.
2) The Government reserves the right, upon award of this contract, to disseminate within the Government, for official use, without prior approval of the contractor, the Quality Control Plan and other plans and documents identified and submitted by the contractor for the intended use of inspection, surveillance, or for any administrative or contractual function under this contract.

M) Other Pertinent Information or Special Considerations.

1) All Contractor personnel shall be certified by appropriate federal and state regulatory agencies to meet federal and local certification requirements as applicable. All licenses, permits and welding certifications shall be kept current throughout the period of performance of the contract. The Contractor shall provide the Government copies of such certificates.
2) Per VA Information Security Program policy – VA Directive and Handbook 6500 and 6500.6, Appendix A, contractor storage, generation, transmission or exchanging of VA sensitive information during this construction project is not acceptable.

3) All work shall be scheduled to meet requirements of EHVAH. All work shall be coordinated through the Contracting Officer. Local coordination shall be routed through the Contracting Officer's Representative.
4) The contractor shall provide to the Contracting Officer record of work certifications for all trades relative to this contract 5 calendar days prior to beginning work. Certifications shall include welders, pipe installers, machine operators, etc.
5) Contractor is responsible for repairing any damages to existing utilities incurred during construction or demolition.
6) Utilities within the area and identified on existing drawings are not to be interpreted as the exact location, or as the only existing site conditions. Contractor shall verify all existing conditions and proceed with caution around any anticipated obstructions.
7) Where any work disturbs the grass areas, sod, walls, ceilings, floors, windows, entrances or building structures, etc. or where new and old work join, the Contractor shall restore, repair or refinish affected areas or surfaces to their original condition, or as existed before the commencement of this project. Upon completion of the contract, the Contractor shall deliver all work complete and undamaged. Any damage that may be caused by the Contractor or his work crews or subcontractors to any existing structure, grounds and utilities shall be repaired or replaced to their original condition.
8) Should a conflict exist between VA requirements and VA adopted nationally recognized codes and standards, the conflict shall be brought to the attention of the Contracting Officer. The resolution of the conflict shall be made by the authority having jurisdiction for VA to ensure system-wide consistency. All work conducted under this scope of work shall comply with the Department of Veterans Affairs Master Specifications and all applicable state and federal regulations and codes.
9) The Government reserves the right to undertake performance by Government forces or other contractors, for the same type or similar work as contracted for herein, as the Government deems necessary or desirable, and to do so will not breach or otherwise violate this contract.

N) Risk Control.

1) Spills and Release of Hazardous Materials, including asbestos:
    a. Spills and releases of hazardous materials because of the work shall be evaluated, contained, and remediated at the contractor's expense.

(END OF SECTION)