

SCOPE OF WORK TO PERFORM “TEST FIRE DAMPER” BUILDING 1, 9, 46 – Fargo VA MEDICAL CENTER

Project Number: 437-23-150

Project Title: Test Fire Dampers

ESTIMATED CONSTRUCTION COST RANGE: \$250,000 – \$500,000

A. General Scope of Work:

1. Construction work shall include, but shall not be limited to providing all labor, materials, equipment, etc. necessary to inspect and test approximately 382 fire dampers and complete Fargo VA Health Care System construction project 437-23-150. All work shall be in accordance with Contracting Documents, Scope of Work (SOW), NFPA, local building codes, VA facility standards, and other applicable requirements.

B. Project Conditions

1. Period of Performance will be 150 days from receipt of the Notice to Proceed or (NTP). Period of performance will start upon notice to proceed.
2. Contractor shall provide a superintendent who has been trained in OSHA fall protection, in addition to OSHA 30 training with 10-hour re-cert every two years there- after. The Contractor shall have this person available on VA campus while work is being performed by its sub-contractor. The Site Safety and Health Officer (SSHO) shall also be on-site while work is occurring.
3. The Offeror shall be assigned to a shared (VA, other contractors, etc.) staging area east of the chain link fence on the east side of Building 50 in the grassy area east of the City of Fargo storm sewer lift station located on the VA property for materials staging, temporary trailer offices, employee parking, and other activities.
4. Make repairs or corrections as necessary within scope of work or on contract documents. Corrections and repairs shall not void UL or similar rating or the fire damper itself will be replaced.
5. Work shall include, but shall not be limited to, providing construction services or activities required to test each fire damper to ensure they are operational and code compliant, make the fire damper accessible and test them to ensure they are operational, as well as repairing fire dampers that are determined to need repair and testing them to ensure they are operational. Additional, work shall involve, but shall not be limited to, cleaning, lubricating fire dampers to ensure they are operational or make recommendations for further actions necessary outside the scope of this project to make them operational and code compliant.
6. Work shall also include the removal or disabling fire dampers identified on the contract documents. Where identified to disable existing fire damper, contractor will mechanically disable per NFPA code requirements, so they are considered decommissioned from that point. New materials shall match existing material type, size, thickness, or other characteristics. Insulation shall be patched back to match around the entire duct, sealed with appropriate material. Approved 2-hour firestop materials will be used where applicable to fill necessary

voids or openings and acoustical caulk will be used around fire dampers and ductwork that is subject to being deformed by intumescent fireproofing materials.

7. Work that includes removal of unnecessary fire dampers will require patching related ducting or adjacent wall, ceiling, or floor materials. All materials will be patched to match with materials and workmanship that meets or exceeds existing conditions. New materials shall match existing material type, size, thickness, or other characteristics. Insulation shall be patched back to match around the entire duct, sealed with appropriate material. Approved 2-hour firestop materials will be used where applicable to fill necessary voids or openings and acoustical caulk will be used around fire dampers and ductwork that is subject to being deformed by expansion of intumescent fire proofing materials. Whether specifically noted or not the contractor shall modify existing ductwork and insulation to perform the required installation or removal and patch back as required. This will include relocation or rerouting and extension of existing utilities (conduit, pipes, etc.) that are required to be relocated or rerouted so that the fire damper is accessible and able to be tested.
8. Anniversary Date Service Requirements: A total of approximately 382 Fire Dampers must be inspected by their 6-year anniversary date. The anniversary dates vary among the units, and as such, units need inspection by varying deadline dates. Of the total, the following quantities must be inspected by the accompanying dates: (30) units inspected within first 45 days of NTP, (35) within 75 days of NTP, (35) additional units inspected within 100 days of NTP. These fire dampers may be indicated as preferred and a priority depending on the time of NTP to make sure (6) year timelines are accomplished. Upon completion of any preferred fire damper inspections the contractor may phase remaining construction at their discretion and will coordinate schedule and remaining phasing with VA COR. The remaining fire damper inspection and removals will be completed by the end of the contract.

C. ICRA/PRCA

1. Prior to the contractor starting work, VA Staff will complete a Pre-Construction Risk Assessment/Infection Control Risk Assessment (PCRA/ICRA) with the infection control officer. Contractor is responsible for providing and installing (PCRA/ICRA) barriers and complying with all required ICRA actions. Interim Life Safety Measures (ILSM) requirements and paperwork shall be completed at this time as well and the contractor shall follow these requirements. Hot works and above ceiling permits will be obtained per Fargo VA policy when doing task that fall within the guidelines of this type of work.

D. Pre-Construction Conference

1. Pre-Installation fire damper testing Conference: Convene a conference approximately 10 days prior to scheduled commencement of fire damper testing and demo/installation and any associated work.

E. Schedule

1. The offeror shall perform work on scheduled workdays and times agreed to with the Fargo VA. Normal operating times will be between 7:00am – 5:00pm Monday -Friday. It is expected that most operations will occur during those hours but will not always be able. Work schedules may have to be altered for work which may create noise or vibration with the VA Medical Center that is disruptive to staff, patients, procedures, or must result in equipment shutdown for demolition and reinstallation of utility system components. The contractor should expect to have to work

on weekends or times outside of the normal workday of 7:00 am-5:00pm Monday – Friday.

2. The Offeror shall describe in a written narrative its plans for phasing the work so that the Medical Center and the associated utility systems remain operational during construction. All utility system outages shall be scheduled with the VA COR and M&R Shop staff. Utility system outages will be scheduled typically after normal VA business hours for the area, nights, and weekends at no additional cost to the Government.
3. Contractor will provide the COR at least a 21-day notice of all proposed shutdowns of air handlers and other equipment. Work shall be done on premium time (at no additional cost to the Government) where necessary to minimize impact to critical care and patient operations.
4. Work shall be grouped so that only one air handling system is shut down at a time, unless approved otherwise by the VA COR and M&R staff is required to assist with the system shutdowns and start-ups. Work shall be completed and the system operational two hours prior to the start of the next business day when VA staff will be occupying the space. The system needs to be running to provide adequate temperature and humidity control as well as general ventilation.

F. Fire Damper Inspection

1. Contractor is to provide qualified staff to inspect and test fire dampers. All tests shall be completed in a safe manner by personnel wearing proper personal protective equipment. Inspections shall meet NFPA code requirements.
2. The fire damper location drawings are attached. There may be differences discovered in the field. The contractor shall notify Contracting Officers Representative (COR), in writing, of any discrepancies.
3. Anniversary Date Service Requirements: Preferred fire damper may be required to be inspected within the first 100 days of the contract. If dampers are identified to be preferred a list will be provided at the start of the project and coordinated so they are inspected prior to their (6) year service inspection requirement.
4. Each damper has a unique identifying number per the attached drawings. Fire dampers with missing labels or labels required to be changed will be noted in the inspection logs and completed during the contract. The VA will supply the required labels identified needing replacement in the field. Labels for the dampers are to be located on the damper access door and also on the ceiling grid/access panel door etc. through which the fire dampers are accessed. Ensure all labels are in place during the inspection and if not report the missing label/locations to the COR. A red vinyl label with white lettering will be supplied by the Fargo VA for installation prior to completing the inspection.
5. Tasks to be performed included during inspection, but shall not be limited to:
 - a. Locate and operate (i.e. actuate) all fire dampers in the Medical Center.
 - b. Remove and reset the fusible link, to verify the damper fully closes.
 - c. Ensure no interference due to rusted, bent, misaligned, or damaged frame or blades, or defective hinges or other moving parts. Repair or replace if the condition(s) are found.
 - d. Check for penetrations by foreign objects and correct if found.
 - e. Check for anything blocking the closure in any way and remove if found.
 - f. Lubricate all moving parts of the fire damper.

- g. If damper is provided with a latch, check operation of the latch.
 - h. Replace all fusible links that are compromised (per NFPA Code).
 - i. Ensure all dampers have identification labels with identifying numbers.
6. Supply a Master Inspection Report. At a minimum offeror will provide completed inspection logs, refer to attached Exhibit #1 "Inspection Report", but shall not limited to, the following information for each damper:
 - a. Location of fire damper.
 - b. Unique damper identifying number.
 - c. Was the damper tested successfully (Y/N).
 - d. If the fire damper failed the inspection, provide a detailed reason why.
 - e. Note corrective actions taken and if retesting was successful or not.
 - f. Date of testing.
 - g. Name of inspector.
7. Provide proper documentation of completed inspection sheet that includes pictures of every damper "Before" and "After" Inspection as directed by the inspection sheet, Exhibit #1. Each fire damper requires 4 pictures. One that identifies the damper and access panel, second that documents pre-test condition "open", third with fire damper "exercised/closed", finally with damper returned to operation. A digital copy of this form will be provided and will be required to be submitted per as-built section of SOW. A hard copy set of the inspection log sheets and photos will be submitted by floor in alphabetical order in a spiral bound document at the conclusion of the inspection project. See Exhibit #2 for completed inspection log and photo documentation required for each fire damper.
8. A separate list of all inaccessible fire dampers, detailed location, and recommended actions for access will be provided at conclusion of inspection project. Recommendations will include descriptions of work to correct the access issue and cost estimate for corrections to make them accessible.
9. Contractor shall schedule maintenance and inspections; and coordinate access to all HVAC mechanical spaces and equipment, and shut down of equipment or systems with the VA COR. Some dampers may be difficult to access and require air handling unit system shutdowns as well as additional life safety and infection control measures. Contractor is responsible for arranging all access, providing all required construction barriers, and coordinating shutdowns with VA COR or other assigned Engineering Service staff to not interfere with continuity of Medical Center operations. Contractor shall follow all OSHA and VA safety requirements when accessing dampers.
10. Contractor shall follow all VA policies and procedures as outlined in Attachment A - General Requirements."
11. See the attached VA Standard Detail for the proper installation of a fire damper to use for comparison and any that may have to be installed.

G. As-Built and other documentation requirements

1. Drawings: The Offeror shall submit a redline copy of the facility maps provided with the project identifying any changes or notes made in the field. This shall include fire damper removal, fire damper disabling, fire damper installation, differing site conditions, ductwork modifications, ductwork size issues, rerouted utilities, etc.
2. Fire Damper Inspection Report – the contractor shall provide both hard copy and electronic copies of the completed Fire Damper Inspection Report to the VA COR. A hard copy set of the inspection log sheets will be submitted by floor in alphabetical order in a spiral bound document at the conclusion of the inspection project.
3. Electronic documents shall be submitted on DVD-ROM/CD-ROM or thumb drive disks as approved by the VA COR of all submittals, meeting minutes, payroll requirements, RFI's, daily logs, warranties, deliverable attachments filled out for the project as requested in fire damper inspection section.

H. Access Doors

1. Provide and install ducts and access doors as noted on the contract documents.
2. See the attached VA Standard Detail for the proper installation of a fire damper to use for comparison and any that may have to be installed.
3. Please provide the cost to supply and install the following types of access doors where the duct is accessible but has no access panel:

Cam-Lock Door up to (8"x8") \$/each_____

Cam-Lock Door (12"x12") \$/each_____

-----END-----

Exhibit #1

Fargo VHA Fire Damper Testing Form

Date of Test:

Tested By:

Fire Damper (Existing):

Fire Damper (New):

*Retest Date Required:

Location(Room#):

Damper Size:

Temperature Rating:

*New fire damper re-test date is one year from date of original inspection

Testing Status:

Testing Failed

Passed Operational Test

Disabled

Inaccessible

Location Installed:

Thru Wall

Thru Deck Floor

Thru Deck Ceiling

Damper Status:

Installed Properly

Repair Needed

Replace Needed

Duct Size:

Access Doors on duct: 2

Access Door Size:

ADDITIONAL NOTES:

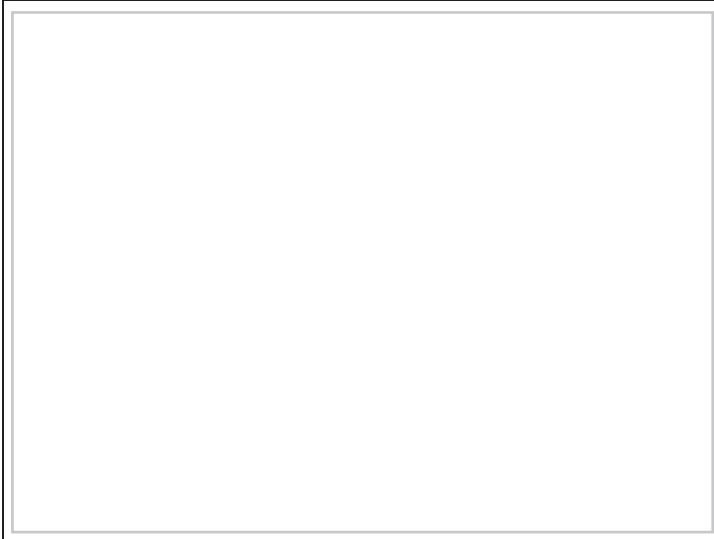
Safety Precautions Taken:

Accessibility Notes:

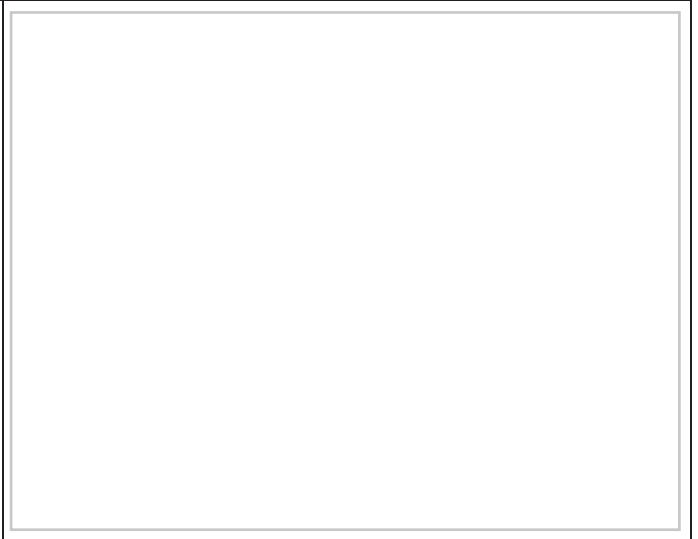
Suggestions for Improvements for Safety or Accessibility:

DAMPER TESTING PHOTOS FOR DOCUMENTATION

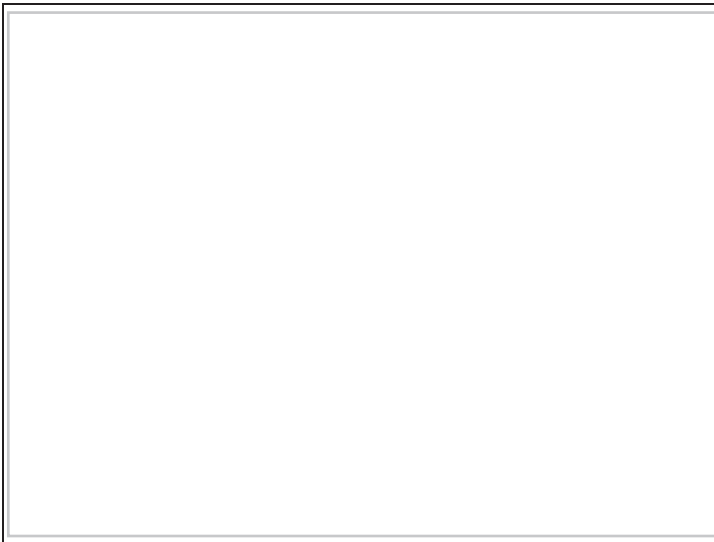
Picture of Damper Tag / Equipment



Picture of Damper Original (Open)



Picture of Damper Closed



Picture of Damper Re-Opened



All photographs shall contain the fire damper label, or visibility of the fire damper equipment tag, within frame of photo.

Exhibit #2

Fargo VHA Fire Damper Testing Form

Date of Test: 4/4/2024

Tested By: Preston Akers

Fire Damper (Existing):

Fire Damper (New): FD# 3C-52

*Retest Date Required: 4/4/2025

Location(Room#): 3A-52

Damper Size: 14"x17"

Temperature Rating: 165

*New fire damper re-test date is one year from date of original inspection

Testing Status:

Testing Failed Passed Operational Test Disabled Inaccessible

Location Installed:

Thru Wall Thru Deck Floor Thru Deck Ceiling

Damper Status:

Installed Properly Repair Needed Replace Needed

Duct Size: 14"x18"

Access Doors on duct: 2

Access Door Size: 6"x6"

13"x13"

ADDITIONAL NOTES:

Safety Precautions Taken:

NA

Accessibility Notes:

NA

Suggestions for Improvements for Safety or Accessibility:

NA

DAMPER TESTING PHOTOS FOR DOCUMENTATION

Picture of Damper Tag / Equipment



Picture of Damper Original (Open)



Picture of Damper Closed



Picture of Damper Re-Opened



All photographs shall contain the fire damper label, or visibility of the fire damper equipment tag, within frame of photo.

Exhibit #2

Fargo VHA Fire Damper Testing Form

Date of Test: 4/4/2024

Tested By: Preston Akers

Fire Damper (Existing):

Fire Damper (New): FD# 4A-54

*Retest Date Required: 4/4/2025

Location(Room#): 3A-52

Damper Size: 14"x17"

Temperature Rating: 165

*New fire damper re-test date is one year from date of original inspection

Testing Status:

Testing Failed Passed Operational Test Disabled Inaccessible

Location Installed:

Thru Wall Thru Deck Floor Thru Deck Ceiling

Damper Status:

Installed Properly Repair Needed Replace Needed

Duct Size: 14"x18"

Access Doors on duct: 1

Access Door Size: 13"x13"

ADDITIONAL NOTES:

Safety Precautions Taken:

NA

Accessibility Notes:

Accessible through panel on chase

Suggestions for Improvements for Safety or Accessibility:

Needs caulking around edges

DAMPER TESTING PHOTOS FOR DOCUMENTATION

Picture of Damper Tag / Equipment



Picture of Damper Original (Open)



Picture of Damper Closed



Picture of Damper Re-Opened



All photographs shall contain the fire damper label, or visibility of the fire damper equipment tag, within frame of photo.