

**ANNEX I**  
**TERMS OF REFERENCE**  
**OAS – Administrative Building – Terrace Repairs (ECA)**

The Department of General Services (DGS) of the General Secretariat of the Organization of American States (GS/OAS) following the Existing Conditions Report (ECA) and seeking to improve the condition of the terrace on the second floor of the Administrative Building located at 1801 Constitution Ave., NW Washington DC 20006. As part of this process, the terrace will need to undergo a series of repairs.

**1. Objective**

The objective of this performance contract is the complete repair of the flooring surfaces on the terrace, and the repair of the fountain. Also, the existing stone, concrete surfaces, floor surfaces, and metal railing need cleaning.

**2. Scope of Work (Please see the attached plan for reference)**

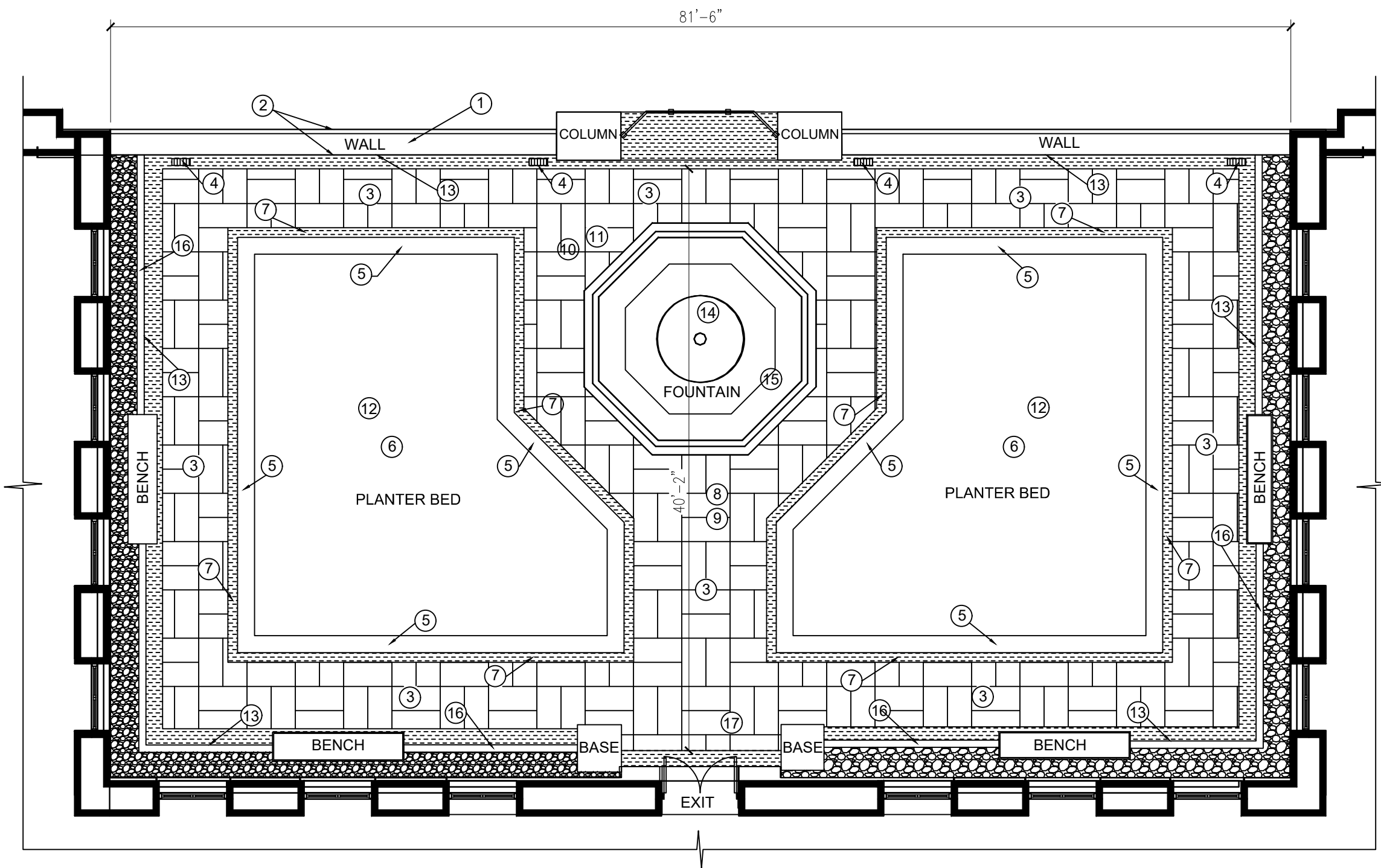
1. Remove capstones from the existing wall and reinstall the capstones.
2. Remove 7 granite stones on the existing retaining walls and re-install the same granite stones.
3. Regrout all stones in retaining walls.
4. Remove all existing flagstones up to the granite curb and fountain curb.
5. Repair/replace all main water drains (4) to below-grade connection (as needed).
6. Install sleeves in downspouts and provide cleanout to drain lines at ground level.
7. Remove 2 existing planter boxes, including retaining walls.
8. Remove and dispose of planter fill.
9. Remove granite border. (except for Fountain)
10. Steam washes the surface before waterproofing.
11. Waterproof the entire concrete slab floor up to the granite curb and fountain curb.
12. Fix/replace/adjust the base layer/substrate before reinstalling the new floor covering (flagstone)
13. Install new flagstone pavers (approx. 2,700 sq ft), previously approved by DGS, and grade the finished surface towards existing drains.
14. Re-grout perimeter walls, up to 3 feet from the floor, and seal all joints as needed.
15. Stone pointing on the water fountain.
16. Seal the inside of the fountain and replace all tiles inside the fountain.
17. Repair the existing perimeter granite curb.
18. Install 4 electrical conduits below flooring surface to connect to 4 new electrical box outlets at each corner of the terrace.
19. Power wash curbs, flagstone walkways, benches, and retaining walls.

**ADDITIONAL ITEM #1**

- Regrout all stones in the north façade as needed. (Library below terrace)
- Steam wash north façade.

**ADDITIONAL ITEM # 2**


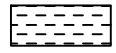
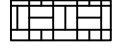
- Regrout building wall stones around the terrace, as needed, up to the cornice.



### KEY NOTES

- ① REMOVE CAPSTONES FROM EXISTING WALL AND REINSTALL THE CAPSTONES.
- ② REMOVE 7 GRANITE STONES ON THE EXISTING RETAINING WALLS AND RE-INSTALL THE SAME GRANITE STONES.
- ③ REGROUT ALL STONES IN RETAINING WALLS.
- ④ REMOVE ALL EXISTING FLAGSTONE UP TO GRANITE CURB, AND FOUNTAIN CURB.
- ⑤ REPAIR/REPLACE ALL MAIN WATER DRAINS (4) TO BELOW GRADE CONNECTION (AS NEEDED).
- ⑥ INSTALL SLEEVES IN DOWNSPOUTS AND PROVIDE CLEANOUT TO DRAIN LINES AT GROUND LEVEL.
- ⑦ REMOVE 2 EXISTING PLANTER BOXES, INCLUDING WALLS.
- ⑧ REMOVE AND DISPOSE PLANTER FILL.
- ⑨ REMOVE GRANITE BORDER. (EXCEPT FOR FOUNTAIN)
- ⑩ STEAM WASH SURFACE PRIOR TO WATERPROOFING.
- ⑪ WATERPROOF ENTIRE CONCRETE SLAB FLOOR UP TO GRANITE CURB AND FOUNTAIN CURB
- ⑫ FIX/REPLACE/ADJUST BASE LAYER/SUBSTRATE BEFORE REINSTALLING NEW FLOOR COVERING (FLAGSTONE)
- ⑬ INSTALL NEW FLAGSTONE PAVERS (APPROX. 2,700 SQ FT), PREVIOUSLY APPROVED BY DGS, AND GRADE FINISHED SURFACE TOWARDS EXISTING DRAINS.
- ⑭ RE-GROUT PERIMETER WALLS, UP TO 3 FEET FROM FLOOR, AND SEAL ALL JOINTS AS NEEDED.
- ⑮ STONE POINTING ON WATER FOUNTAIN.
- ⑯ SEAL INSIDE OF FOUNTAIN AND REPLACE ALL TILES INSIDE FOUNTAIN.
- ⑰ REPAIR EXISTING PERIMETER GRANITE CURB
- ⑱ INSTALL 4 ELECTRICAL CONDUITS BELOW FLOORING SURFACE TO CONNECT TO 4 NEW ELECTRICAL BOX OUTLETS AT EACH CORNER OF THE TERRACE.
- ⑲ POWER WASH CURBS, FLAGSTONE WALKWAYS, BENCHES, AND RETAINING WALLS.

### LEGEND

-  PEBBLE PAVING
-  GRANITE BORDER
-  FLAGSTONE PAVING

### TERRACE EXISTING / DEMO FLOORPLAN

SCALE: 1/8" = 1'-0"

### ADDITIONAL ITEMS

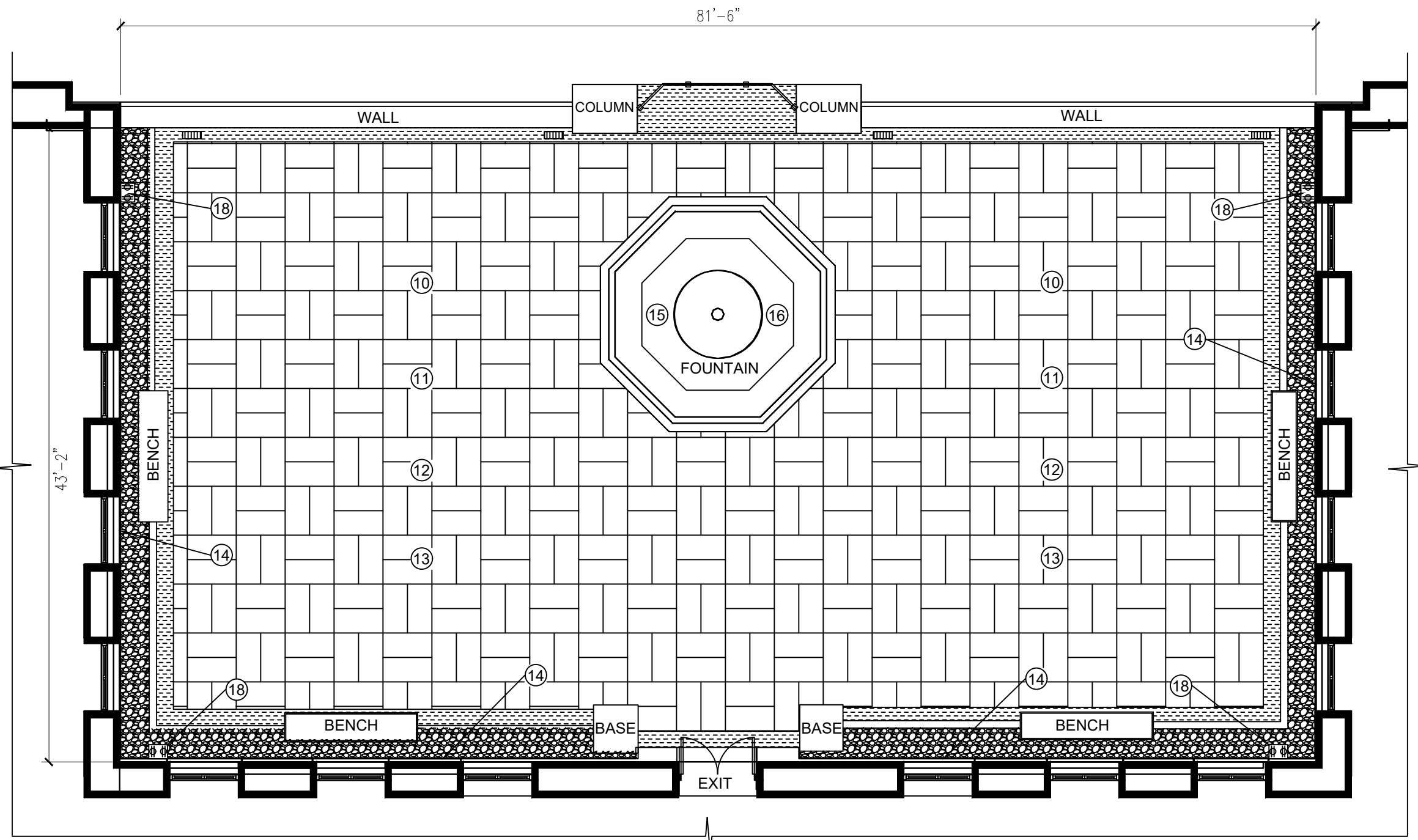
- REGROUT ALL STONES IN NORTH FAÇADE AS NEEDED. (LIBRARY BELOW TERRACE)
- STEAM WASH NORTH FAÇADE
- REGROUT BUILDING WALL STONES AROUND TERRACE, AS NEEDED, UP TO CORNICE.

DATE JUN 5, 2024  
 SHEET 1 OF 2  
 JOB No. ADM-01-23

CLIENT  
 ORGANIZATION OF AMERICAN STATES

OAS ADMIN. BLDG TERRACE  
 1901 CONSTITUTION AVE., NW  
 WASHINGTON DC 20006

REFERENCES	PLAT Bk.	PLAT No.	LIBER	FOLIO	FIELD BOOK	PAGE No.
DRAWN	RVC					
DESIGNED						
CHECKED						
SCALE	1/8" = 1'					



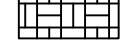


### TERRACE PROPOSED FLOORPLAN

SCALE: 1/8" = 1'-0"

USABLE TERRACE AREA (EXCLUDING FOUNTAIN) = APPROX. 2,800 SQ. FT.

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