

## **Statement of Work – 3B Addition and Remodel Furniture for VA Central Iowa Healthcare System**

### **1. Introduction**

The purpose of this Statement of Work (SOW) is to outline the tasks and responsibilities of the successful offeror in relation to the VA Central Iowa Healthcare System (VACIHCS) 3B Addition and Remodel project for the installations, integration, and implementation of modular furniture for 26 patient rooms, nurse manager office and break room.

Furniture and furniture systems must match dimensions as stated in specifications due to the limited space conditions in 3B. Verify that fire treated wood or metal blocking have been installed in the walls to support system and rails. Coordinate with General Contractor all mounting requirements and equipment necessary for a complete and professional installation. Verify installation tolerances of furniture and storage systems with existing conditions and make adjustments to the length and depth of said furniture prior to ordering and installation.

Provide a minimum 12 year warranty on all furniture unless otherwise indicated. Drawers to be provided with full extension hardware with soft close smooth running mechanisms with a capacity of 75 lbs and 110 lbs. All file drawers are to be equipped with steel hanging files systems to allow for front to back or side to side filing. All vertical surfaces, door and drawer fronts shall be finished with standard 3D decorative laminates. Provide recessed back for wall cleat installation that requires blocking.

### **2. Scope**

The breakdown of rooms and needed furniture is as follows:

- Break Room: 2 tables and 12 chairs
- Nurse Manager Office: modular desk, 7 work chairs, and 2 side chairs
- Patient Rooms:
  - 23 PAC stations
  - 3 Work stations on wheels
  - 26 Patient Chairs
  - 9 Patient Ottomans
  - 4 Sleeper Chairs
  - 17 Recliners
  - 5 Side tables
  - 5 Sofa sleepers
  - 26 Folding Chairs
  - 52 Chair hanging brackets

### **3. Tasks**

### **3.1 General Requirements**

- The vendor shall submit a cost proposal with an associated project management plan addressing the tasks associated with the SOW, as described in the evaluation criteria section.
- Subtasks not specified in the SOW will be identified and include associated costs by project task, milestones, and deliverable dates.
- All written deliverables must be phrased in terms and language that can be easily understood by non-technical personnel, i.e. a person without subject matter expertise.
- All document deliverables, hard copy and electronic, must be in formats as specified-at a minimum, the formats must be in industry accepted standards.
- The vendor and/or its staff must have a minimum of 5 years knowledge and expertise of the environment for which the work is to be performed.
- The vendor shall provide total system integration for the rooms listed above.
- Provide a qualified foreman to supervise all installation.
- Final connections to the building for both Electrical and Mechanical will be the responsibility of the General Contractor.

### **4. References and Quality Assurance**

#### **A. References**

1. National Sanitation Foundation (NSF-30)
2. Laminates shall meet the requirements of PR-046, High-Pressure Laminates
3. Plastic parts shall meet the HB flammability requirements of UL94
4. System shall be GreenGuard Certified
5. System shall meet National Building, Plumbing and Electrical Codes
6. American Society for Testing and Materials (ASTM): A167-94
7. Stainless and Heat-Resisting Chromium-Nickel Steel Plate, Sheet and Strip
8. Building and Institutional Furniture Manufacturer's Association (BIFMA)
9. ANSI Standards
10. Shall meet National Fire Protection Association (NFPA)
11. National Electrical Code (NEC)
12. NFPA 99 Health Care Facilities
13. NRPA 255
14. Underwriters Laboratory (UL)
15. Electrical Testing Laboratory (ETL)

#### **B. Installer/erector qualifications**

1. Furnish proof of familiarity with equipment to be installed.
2. Provide list of at least three previous projects, giving names of projects, scope, and name and telephone number of individual at each facility to contact.
3. Furnish proof of financial and technical resources to assure prompt performance in delivery and installation and in-service training of hospital personnel.

4. Provide competent supervision and installation persons.
- C. Source quality control
1. Manufacturer must have minimum five years continuous experience in manufacture of all systems components and accessories.
  2. Manufacturer shall furnish proof of successful completion of at least three projects of similar scope within that time; furnish names of projects, scope, and name and telephone number of individual at facility to contact.
  3. Furnish proof of financial and technical resources to assure prompt performance in production and delivery.
  4. Furnish proof that the manufacturer for at least the past five (5) years produced products specifically designed for functional disciplines of pharmacy, laboratory, ICU, surgery, materials handling, paper and data processing, emergency, receiving, nurse station, recovery, and administration. Additionally, it is required that the manufacturer provide assurances that replacement parts will be available for the next five years.
  5. If products of several manufacturers are used, then all items must meet the requirements specified herein.
  6. Supplier of product is responsible for performance of all.

## **5. Submittals**

- A. Shop drawings, Furnish Shop Drawings within 15 days of award
1. Provide complete shop and installation drawings providing all dimensions, details of construction, and accessory items.
  2. Indicate electrical, mechanical, and telecommunication entry locations.
  3. Indicate wall reinforcement and anchorages.
  4. Provide listing of components not included in bid but required to operate system.
- B. Product data
1. Provide catalog and model numbers for all components.
  2. Provide addresses and phone numbers of nearest stocking/service parts locations.
- C. Samples
1. Provide samples of all fabrics, finishes, and colors as requested by Owner.
  2. Provide samples of chemical resistant materials.
- D. Project information
1. Provide Certificates: copies of UL and/or ETL cards on listed components.
- E. Project closeout data

1. Operating and maintenance data  
Provide technical and operational instruction and user's manuals for all components.  
Provide physical demonstration of interchangeability of components.
2. Warranties. Provide a copy of warranty.
3. Provide project record drawings showing as constructed status of entire system.
4. Provide a minimum of two copies of manufacturer's complete catalogs and price lists.
5. Provide the location and telephone number of nearest service organization.

#### **6. Delivery Storage and Handling**

- A. Deliver all components to site in manufacturer's clearly identified containers.
- B. Time deliveries to assure components are available at site when required for installation.

#### **7. Job Conditions**

- A. Existing conditions.
  1. Assure that walls scheduled to receive attachment of system components are adequately reinforced to accept installation of this work.
  2. Assure that wall, floor, and ceiling work are finished.
  3. Report deficiencies to Contractor for correction.
- B. Protection.
  1. Assure that adjoining work (carpet, walls and wall coverings) is not damaged by installation of this work.
  2. Provide temporary protection as required, and repair all damage to such work.
- C. Sequencing.
  1. Sequence this work to allow work by architectural, mechanical, electrical and all other construction Contractors to be performed without interference.
  2. Coordinate this work with other operations in same area to avoid conflicts.

#### **8. Warranty**

- A. All warranties run from date of final installation of all system components.
- B. Provide a written warranty on entire system signed jointly by installer, manufacturer, and Contractor, for period of one year.
- C. Provide a written warranty on all system components from manufacturer, for a period of 12 years, with 24-hour-per-day, 7-days-per-week usage.

- D. All warranties less than 12 years unless stated acceptable will need approval by Contractor.
- E. Provide a written warranty on items incorporated into system, not manufactured by Contractor or Sub-contractor for a period of one year.

## **9. Products**

### **9.1 Acceptable Manufacturers**

- A. Product: All products to exclude Work stations on wheels, PAC stations, and folding chairs.
  - 1. Furniture by Herman Miller, Inc., 855 East Main Street, PO Box 302, Zeeland, Michigan 49464-0302 or approved equal.
  - 2. Furniture by Krug, 421 Manitou Drive, Kitchener, Ontario, Canada or approved equal.
  - 3. Electronic Systems Inc. (esi), 369 Edwin Drive, Virginia Beach, VA 23462 or approved equal
  - 4. Other manufacturers desiring approval shall demonstrate compliance of essential characteristics with the requirements of bid and contract documents.

### **9.2 Finish**

- A. Colors selected from manufacturer's standard line.
  - 1. Colors may be specified to identify areas for materials management.
  - 2. Finishes to meet need for infection control.
- B. Components finished with chemical-resistant paint, must show no visible effect when tested in accordance to NSF-30.

## **10. Execution**

### **10.1 Inspection**

- A. Inspect areas in which work is to be performed for acceptability to receive work.
  - 1. Report all discrepancies to Contractor for correction.
  - 2. Proceeding with work constitutes acceptance of existing conditions.

### **10.2 Installation**

- A. Assemble and install all items in strict accord with manufacturer's printed instructions.
- B. Anchor all fixed components firmly, square, level, plumb.

- C. Horizontal support elements.
  - 1. Install at heights indicated with all tops, shelves, and writing surfaces level within 1/2" across width.
- D. Vertical support elements.
  - 1. Install plumb, spaced as indicated on shop drawings.
  - 2. Align slots to assure hanging units are level.

#### **10.3 Field Quality Control**

- A. Adjust components to assure proper alignment and operation.
- B. Repair, if acceptable, or replace all damaged or improperly operating items.

#### **10.4 Cleaning**

- A. Immediately after installation and adjustment; clean all surfaces to remove all marks, soil, and foreign matter.
- B. Just prior to Substantial Completion, recheck all components and perform all required additional cleaning.

END OF SECTION

## **Overview of 3B Furniture Specifications**

### **Break Room**

- 1. Square Tables - Herman Miller or equal Qty: 2
  - 36D x 36W
  - Single Column Base
  - Top/Edge finish is desert
  - Glides
- 2. Stacking Chairs – Herman Miller Caper or equal Qty: 12
  - Light weight – less than or equal to 11 lbs so they can be lifted
  - Vented molded Seat for comfort
  - Capable of stacking up to 6 due to space constraints

### **Office**

- 1. Modular Desk – Herman Miller Action Office or equal Qty: 1

- Wall Strip Hardware Kit Qty: 6
  - 24"D x 48"W - Work Surface, sq-Edge Rect Laminate
  - 24"D x 72"W – Work Surface, sq – Edge Rect Laminate
  - 30"D x 72"W – Peninsula, sq-Edge Round End Laminate
  - 24"D – Support Panel, Work Surf, End Laminate
  - 15.5"H x 13"D x 30"W – Shelf
  - 15.5"H x 13"D x 36"W – Flip Door Unit Qty: 2
  - 16"H x 36"W – Tack board Qty: 2
  - Wall Strip – 72"H Qty: 6
  - Task Light, No Dim Qty: 2
  - Utility Tray
  - 20"D Ped W-Pull, Freestanding B/B/F
  - 20"D Ped W-Pull, Freestanding F/F
2. Side Chair – Herman Miller Aside or equal Qty: 2
- Upholstered Outer Back – Cat 3 – coil olive wood
  - Metal Arms
  - Glides
3. Work Chair – Herman Miller Mirra or equal Qty: 7
- Std Height, Tilt / Ang,
  - Adjustable Arms/Seat
  - TriFlex Back
  - Adjustable lumbar support
  - Graphite base/frame finish
  - 2 ½" caster, hard floors or carpet
  - Cappuccino back
  - Airweave suspension material - cappuccino

#### Patient Rooms

1. Workstation on Wheels Qty: 3
- Desktop or laptop self-contained computer cart
  - Height adjustment 28" to 41"
  - Lockable casters
  - Maximum dimension – 36.5"W x 22.5"D
2. Wall Mount PAC Station Qty: 23

- Ergonomically adjusts
- Integrated safety stops
- CPU holder
- Keyboard platform with palm rest & Mouse Pad
- System weight capacity of >170 lbs

3. Patient Chair – Krug Jordan or equal Qty: 4

- 25"W x 27"D x 43.5"H – maximum dimensions
- 21" Open arm urethan cap
- Maple wood finish
- Fabric grade – Series 6 Designer Maharam/Pattern - fathom/Color - biscuit
- Moisture Barrier on Seat and Back
- Removable seat and back cover
- 10 year warranty acceptable

4. Patient Chair – Krug Jordan or equal Qty: 5

- 25"W x 27"D x 43.5"H – maximum dimensions
- 21" Open arm urethan cap
- Maple wood finish
- Fabric grade – Series 6 Designer Maharam/Pattern - fathom/Color - gypsum
- Moisture Barrier on Seat and Back
- Removable seat and back cover
- 10 year warranty acceptable

5. Patient Chair – Krug Jordan or equal Qty: 10

- 25"W x 27"D x 43.5"H – maximum dimensions
- 21" Open arm urethan cap
- Maple wood finish
- Fabric grade –
  - Seat: Series 6 Designer ArcCom/Pattern - Rodeo/Color - Sand
  - Back: Series 6 Designer Maharam /Pattern - Quick/Color - Cardamom
- Moisture Barrier on Seat and Back
- Removable seat and back cover
- 10 year warranty acceptable

6. Patient Chair – Krug Jordan or equal Qty: 7

- 25"W x 27"D x 43.5"H – maximum dimensions
- 21" Open arm urethan cap
- Maple wood finish
- Fabric grade –



- Seat: Series 6 Designer ArcCom/Pattern - Rodeo/Color - Rhino
    - Back: Series 6 Designer Maharam /Pattern - Quick/Color - Patina
  - Moisture Barrier on Seat and Back
  - Removable seat and back cover
  - 10 year warranty acceptable
7. Patient Ottoman – Krug Jordan or equal Qty: 4
- 20"W x 18"D x 11.5"H – maximum dimensions
  - Maple wood finish
  - Fabric grade – Series 6 Designer Maharam/Pattern - fathom/Color – biscuit
  - 10 year warranty acceptable
8. Patient Ottoman – Krug Jordan or equal Qty: 5
- 20"W x 18"D x 11.5"H – maximum dimensions
  - Maple wood finish
  - Fabric grade – Series 6 Designer Maharam/Pattern - fathom/Color – gypsum
  - 10 year warranty acceptable
9. Sleeper Chair – Krug Jordan or equal Qty: 3
- 35.5"W x 34.5D x 36.5H - overall depth of bed is 79.5" – maximum dimensions
  - Wood arms w/urethane cap and casters
  - Maple wood finish
  - Fabric grade –
    - Seat: Series 6 Designer ArcCom/Pattern - Rodeo/Color - Sand
    - Back: Series 6 Designer Maharam/Pattern - Quick/Color - Cardamom
  - Moisture Barrier on Seat and Back
  - Removable seat and back cover
  - 10 year warranty acceptable
10. Sleeper Chair – Krug Jordan or equal Qty: 1
- 35.5"W x 34.5D x 36.5H - overall depth of bed is 79.5" – maximum dimensions
  - Wood arms w/urethane cap and casters
  - Maple wood finish
  - Fabric grade –
    - Seat: Series 6 Designer ArcCom/Pattern - Rodeo/Color - Rhino
    - Back: Series 6 Designer Maharam/Pattern - Quick/Color - Patina
  - Moisture Barrier on Seat and Back
  - Removable seat and back cover
  - 10 year warranty acceptable
11. Recliner – Herman Miller – Leonard II 814 Series or equal Qty: 5
- Urethane arm cap - black

- Maple wood finish
- Fabric grade – Series 6 Designer Maharam /Pattern - Fathom/Color -Gypsum
- Moisture Barrier on Seat and Back
- Swivel casters with front brakes

12. Recliner – Herman Miller – Leonard II 814 Series or equal Qty: 12

- Urethane arm cap - black
- Maple wood finish
- Fabric grade – Series 6 Designer Maharam /Pattern - Fathom/Color -Biscuit
- Moisture Barrier on Seat and Back
- Swivel casters with front brakes

13. Side Tables – Herman Miller or equal Qty: 5

- Maple finish – Maple laminate

14. Sleeper Sofa – Herman Miller – SleepOver Flop Sofa or equal Qty: 2

- 78 ¾" x 27 ½" Sleep surface
- Solid maple construction
- Fabric grade –
  - Seat: Series 4 Designer ArcCom/Pattern - Rodeo/Color - Rhino
  - Remainder: Series 4 Designer Maharam/Pattern - Quick/Color - Patina
- Moisture barrier on seat and back
- Limited Lifetime Warranty
- Natural maple finish

15. Sleeper Sofa – Herman Miller – SleepOver Flop Sofa or equal Qty: 3

- 78 ¾" x 27 ½" Sleep surface
- Solid maple construction
- Fabric grade –
  - Seat: Series 4 Designer ArcCom/Pattern - Rodeo/Color - Sand
  - Remainder: Series 4 Designer Maharam/Pattern - Quick/Color - Cardamom
- Moisture barrier on seat and back
- Limited Lifetime Warranty
- Natural maple finish

16. Folding Chair + hanging wall brackets (2) – Wieland Plyfold or equal Qty: 10

- 19"W x 22.75"D x 32.5"H
- Stackable
- Capable of hanging on rail system
- 400 lb. weight capacity
- Wood backside

- Fabric grade F ArcCom / Pattern - Rodeo / Color - Rhino
- Natural maple finish
- 10 year warranty acceptable

17. Folding Chair + hanging wall brackets (2) – Wieland Plyfold or equal Qty: 16

- 19"W x 22.75"D x 32.5"H
- Stackable
- Capable of hanging on rail system
- 400 lb. weight capacity
- Wood backside
- Fabric grade F ArcCom / Pattern - Rodeo / Color - Sand
- Natural maple finish
- 10 year warranty acceptable