

James A. Haley Department of Veterans Affairs Medical Center

13000 Bruce B. Downs

Tampa, Florida 33612

Primary Care Annex

Loewenstein

13515 Lake Terrace Lane

Tampa, FL 33637

1. Title of Project: 673-14-2-067-0121, Furniture Package and Installation for Primary Care Annex, located at 13515 Lake Terrace Lane, Tampa, FL 33637.
2. Background: The VA Tampa Medical Center is furnishing new Primary Care Annex, currently under construction. The two story building is scheduled to be completed Mar 2014 featuring (119) exam rooms, (135) offices/work areas, (10) conference rooms, (25) waiting areas, (8) staff lounges, as well as numerous necessary support areas such as Café, an outdoor terrace, Warehouse, OI& T workshop, Lab, Pharmacy, Police Department, Library, Radiology, Physical Rehabilitation, Homeless Veterans program, Women's Clinic, Women's Mental Health, Primary Care, Dental, SPS, Logistics and Ambulance holding area. It is located at 13515 Lake Terrace Lane, Tampa, FL 33637.
3. Purpose of Project: The specialized Primary Care Annex is designed to provide a full range of care for new and existing patients. Such patients require a comprehensive physical, specialty care, lab work, radiology, rehabilitation, medical care, and coordination of emotional and cognitive care.
4. Statement of Work: The Vendor shall manage the ordering, shipment, delivery (coordination will be with the Interior Designer) and install of all new Lowenstein furniture for the Primary Care offices and reception areas as described in the attached Furniture List and Specifications (B & C). The list is divided per item with detail

descriptions as well as quantity, and model number. Room location of each item will be provided upon award. Vendor shall provide all necessary services, labor, materials and equipment to deliver furniture as per attached Furniture List and Specifications (B & C). The products specified herein are on GSA.

Manufacturer is Lowenstein (Brand name or equal). This furniture package consists of Lowenstein Furniture

Bidders shall provide brand name or equal finishes as specified as well as dimensions and functions as we are matching existing color schemes, architectural built-ins, and existing spaces.

Deliverables – see attached Furniture List and Specifications (B & C).

Installation Services – Vendor to provide “Turn-Key” installation. Estimated duration of installation is not expected to exceed (1) week, during regular business hours. “Turn-Key” installation services shall include but not be limited to the following:

- Site evaluation, including: truck access, parking and building access, two story building.
- Product handling from shipper to contractor to site for installation.
- Vendor shall have access to their own local climate controlled warehouse facility to accept and store furniture prior to the scheduled delivery. Vendor shall be able to receive, analyze, inspect and store products up to 120 days.
- Product transportation and delivery coordination. All freight should be included with the price of installation and should not be billed separately.
- Vendor to provide furniture transportation services to move deliverables to the site. Vendor to provide all vehicles, insurance, drivers, supervisor, maintenance, equipment, and operation supplies/tools/services required for the safe transport of the product
- Installation team to include “certified” furniture installers
- Unpacking, inspection of product for transportation damage, and acceptance
- Installation to follow, match and comply with provided drawings/layouts approved by designer
- Vendor shall maintain a clean working environment and conduct site cleanup, including the removal of all packing materials offsite, with combustible scrap and debris disposed of at regular intervals as well as cleaning of product and thorough cleaning of all hard surfaces, trim etc. all trash shall be removed from the worksite and disposed of in accordance with state laws. The vendor shall make every effort to recycle packaging materials and trash where applicable

- Vendor shall create punch list and coordinate the fulfillment and installation of these punch items, and perform a final walk-through with the POC to identify any deficiencies
- Vendor shall train end users in the use of their new furniture and equipment

Inspection/Acceptance and Delivery – vendor shall contact the government team, via e-mail, to schedule proposed delivery date(s) for all furnishing and materials followed by installation/setup date schedule. As construction is quickly nearing completion and the facility will be ready by the time product is ready to ship for occupancy by Primary Care Annex, time is of the essence. Estimated duration of installation should not exceed one (1) week, and should be scheduled at the earliest date practical. Careful coordination with the VA will be imperative to perform the installation in a timely and effective manner, and allow for the quickest ramp up time possible for the Primary Care team.

Markings – All direct shipments shall include a detailed packing list within or securely attached to the outside of each separate package/box and marked with the following information: Name of Contractor, Point of Contact, Contract Number, Delivery/Task PO order number, and final delivery location

Facility Damage – Vendor shall use reasonable care to avoid damaging existing facilities on the government property. If a contractor fails to use reasonable care and damage occurs, the contractor shall replace or repair the damage at no expense to the government

Carpet/Flooring/Wall Protection – The Vendor shall protect all carpet, flooring and wall finishes during the installation. This includes protecting the pathway used to get the products to its final location, as well as any storage / lay down areas used

Vendor shall take responsibility: The work quality of all subcontractors involved in the project. Any damage to furniture or Government property as a result of neglect, misuse, abuse on the part of the contractor or subcontractor shall be the responsibility of the Prime Contractor and shall be replaced at no additional cost to the Government.

Performance Period: The contractor shall complete the work required under this SOW in 30 calendar days of less from date of award, unless otherwise directed by the Contracting Officer (CO). If the contractor proposes an earlier completion date, and the Government accepts the contractor's proposal, the contractor's proposed completion date shall prevail.

5. Type of contract: This will be Firm-Fixed-Price Contract.

Furniture List and Specifications Attachments B & C consist of the following Item Numbers:

Loewenstein (Manufacturer)

- #T1: Scope Drum Round Table #9580-A1S – 8 each
- #T1P: Scope Drum Round Table with Power #9580-A1S (POWER) – 14 each
- #T12: Scope Drum Cocktail Table #9579-A1S - 2 each
- #T19P: Scope Drum Square Table with Power #9577-A1S (POWER) – 8 each
- #T19: Scope Drum Square Table #9577-A1S – 21 each