

**Statement of Work
Cold Spring Road (CSR) Paving
Project Number 583-15-116**

I. SCOPE OF WORK:

The Contractor shall provide all tools, equipment, parts, materials, labor, supervision, technical manuals and transportation necessary to completely prepare site for Paving of the existing Cold Spring Road (CSR) Gravel Lots as stated in the Contract Drawings / Specifications. This includes general construction, striping, alterations, drainage slope, parking bumpers, electrical work (new and retrofit lights), new electrical car charging stations, and other modifications. Including necessary removal of existing gravel, dirt, and construction associated accessories, at the Department of Veteran Affairs, Richard L. Roudebush VA Medical Center, at 2669 Cold Spring Road, Indianapolis, IN 46222.

II. CONFORMANCE STANDARDS:

All services provided under this contract must be performed in conformance with the National Fire Protection Agency (NFPA), Occupational Safety and Health Administration (OSHA), and Original Equipment Manufacturer standards and specifications.

III. HOURS OF WORK:

A. Hours of Work for this improvement, maintenance and emergency repairs are defined as Monday through Friday from 8 a.m. to 5 p.m., excluding federal holidays or as otherwise arranged with the Contracting Officers Representative. (Phasing of Project Applies.)

B. The ten holidays observed by the Federal Government are New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day. Also, any other day declared by the President of the United States to be a national holiday.

C. Work performed outside of normal working hours of coverage at the request of the Contracting Officer or Contracting Officer's Representative shall be billed separately.

IV. CONTRACT REQUIREMENTS:

The Contractor shall provide a Proposal for paving the gravel lots at CSR, to include removal of old substrate and installation of new Asphalt Membrane. All procedures shall be in accordance with the published procedure manuals for the equipment listed in the schedule. The Contractor shall utilize the Original Equipment Manufacturer's established procedures and checklists, (or Contractor-supplied equivalent satisfactory to the Contracting Officer's Representative). To include the following:

1. Follow Construction Drawings / Specifications.
2. Provide New Lighting Poles and Retrofit existing lighting fixtures to new L.E.D.
3. New Electrical Charging Stations.
4. New curbs and/or sidewalks.
5. Removal of trees.
6. New drainage system.

V. DOCUMENTATION/REPORTS:

The Contractor shall submit a legible report, which shall include detailed descriptions of the work performed, including photos, drawing and specifications. **NOTE: Any additional charges to be claimed must have been approved by the COR before the service was performed.**

VI. REPORTING REQUIREMENTS:

The Contractor shall be required to report to the COR during normal working hours (Chiller Plant Operator and VA Police during off hours) for Check in. **This check in is mandatory.** When the service is completed, the Contractor shall document services rendered on a legible field service report (daily report). The Contractor shall log out with the COR or Chiller Plant Operator and submit the field service report (daily report) to the COR for a signature.

VII. COMPETENCY OF PERSONNEL SERVICING EQUIPMENT:

A. The Contractor's job site superintendent shall include "fully qualified" Field Service Representatives with OSHA 30, assigned to this area.

B. "Fully qualified" is based upon training and on experience in the field. For training, the Field Service Representatives must have successfully completed a formalized training program for the equipment covered under this contract. For field experience, the Field Service Engineers must have a minimum of three (3) years of experience providing services on the same make and model of Material installed under this contract.

C. The contractor shall provide written assurance of the competency of their personnel by detailing a list of Field Service Representatives along with applicable training and years of service experience on the specific devices covered in this agreement. This information shall be included in the quoted proposal for providing service.

VIII. SECURITY and SAFETY:

- A. The contractor and their personnel shall be subject to the same Federal laws, regulations, standards and VA policies as VA personnel regarding information and information system security. These include, but are not limited to Federal Information Security Management Act (FISMA), Appendix III of OMB Circular A-130, and guidance and standards, available from the Department of Commerce's National Institute of Standards and Technology (NIST). This also includes the use of common security configurations available from NIST's website at: <http://checklists.nist.gov>
- B. To ensure that appropriate security controls are in place, contractors must follow the procedures set forth in "**VA Information and Information Security/Privacy Requirements for IT Contracts**" located at the following website: <http://www.iprm.oit.va.gov>
- C. These provisions shall apply to all contracts in which VA sensitive information is stored, generated, transmitted, or exchanged by VA, a contractor, subcontractor or a third-party, or on behalf of any of these entities regardless of format or whether it resides on a VA system or contractor/subcontractor's electronic information system(s) operating for on the VA's behalf.
- D. The contractor must provide written certification that all contract employees assigned to the work site have had a pre-placement tuberculin screening within 90 days prior to assignment to the worksite and been found have negative TB screening reactions. Contractors will be required to show documentation of negative TB screening reactions for any additional workers who are added after the 90-day requirement before they will be allowed to work on the work site.

In the performance of this contract, the Contractor shall take such safety precautions as the Contracting Officer may determine to be reasonably necessary to protect the lives and health of occupants of the building. The Contracting Officer shall notify the Contractor of any safety issues and the action necessary to correct these issues. Such notice, when served on the Contractor or his representative at the work site shall be deemed sufficient for the corrective actions to be taken. If the Contractor fails or refuses to comply promptly, the Contracting Officer may issue an order stopping all or part of the work, and hold the Contractor in default.

IX. WARRANTY

All installed components will be warranted for a period of one year from substantial completion or first use of the system whichever comes first, unless otherwise stated in the below Extended Warranty List. Warranty will cover both equipment and labor. Warranty excludes equipment damaged by misuse, abuse or “acts of God”.

Extended Warranty Items:

1. The equipment (parts) warranty for all Paving System components including membrane and insulation, drain equipment, power supplies, shall **extend to a total of at least five (5) years**. Warranty for ancillary devices such as lighting and electric charging stations **extend to a total of at least one (1) years**. **Responses to warranty issues shall be within 24hrs.**