

Statement of Work
Engraving Services: Walk of Honor
VA Central California Health Care System

Section 1: General Information

1.1 General: This is a non-personal services contract to provide engraving services for the VA Central California Health Care System (VACCHCS). The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the Contractor who, in turn is responsible to the Government.

1.2 Background: The Walk of Honor Memorial provides Veterans and their families a peaceful environment to reflect, reminisce and honor those who have served and sacrificed for this Nation

1.3 Period of Performance: The work shall be completed within 45 days after receipt of the purchase order.

1.4 Place of Performance: VA Central California Health Care System
 2615 E Clinton Ave
 Fresno, CA 93703

1.5 Location Description: Work area is outside on the premises of the VA Hospital. The Walk of Honor Memorial is located between Building 25 and Building 31.

1.6 Hours of Operation: Normal business hours between 8:00 a.m. to 4:30 p.m., Monday through Friday, excluding holidays.

1.7 Type of Contract: The government will award a Firm Fixed Price contract.

1.8 Invoicing: All invoices from the contractor shall be submitted electronically in accordance with VAAR Clause 852.232-72 Electronic Submission of Payment Requests.

VA's Electronic Invoice Presentment and Payment System – The FSC uses a third-party contractor, Tungsten, to transition vendors from paper to electronic invoice submission. Please go to this website: <http://www.tungsten-network.com/US/en/veterans-affairs/> to begin submitting electronic invoices, free of charge.

More information on the VA Financial Services Center is available at <http://www.fsc.va.gov/einvoice.asp>.

Vendor e-Invoice Set-Up Information:

Please contact Tungsten at the phone number or email address listed below to begin submitting your electronic invoices to the VA Financial Services Center for payment processing, free of charge. If you have question about the e-invoicing program or Tungsten, please contact the FSC at the phone number or email address listed below:

- Tungsten e-Invoice Setup Information: 1-877-489-6135
- Tungsten e-Invoice email: VA.Registration@Tungsten-Network.com
- FSC e-Invoice Contact Information: 1-877-353-9791
- FSC e-invoice email: vafscshd@va.gov

Section 2: Definitions & Acronyms

2.1 Definitions:

Contractor. A supplier or vendor awarded a contract to provide specific supplies or service to the government. The term used in this contract refers to the prime.

Subcontractor. One that enters into a contract with a prime contractor. The Government does not have privity of contract with the subcontractor.

Work Day. The number of hours per day the Contractor provides services in accordance with the contract.

Work Week. Monday through Friday, unless specified otherwise.

2.2 Acronyms:

COR	Contracting Officer Representative
PAO	Public Affairs Office
VA	Veterans Affairs
VACCHCS	Veterans Affairs Central California Health Care System

Section 3: Government Furnished Property, Equipment, and Services

The Government will provide access to a water hose bib and 110v electrical outlet.

Section 4: Contractor Furnished Items and Services

The Contractor shall provide all equipment, supplies, management, supervision, personnel, and transportation necessary to assure that all services are in accordance with the contract and all applicable laws and regulations. The contractor shall ensure all work meets performance standards specified in this Statement of Work and referenced documents.

Section 5: Specific Tasks

5.1 The project consists of engraving names and text on granite walls at the Walk of Honor Memorial, located at the VACCHCS.

5.2 The contractor shall provide an exact replication of existing engravings per specifications provided in Appendixes A, B and C.

5.3 The contractor shall provide onsite engraving for 614 name engravings to include a border outline for each engraved name on the existing granite walls at the Walk of Honor Memorial. The following requirements will apply.

- A. Each name requires a 4x8 inch space with a 1/16 inch border outline.
- B. Each name is allowed three (3) lines of text.
- C. Each text line will contain a maximum of twenty (20) characters.
- D. Memorial walls consist of three (3) panels each
- E. Approximate size of each panel is 5ft wide by 6ft high and 8 inches thick.
- F. Each panel provides space for ninety-one (91) 4x8 inch name spaces

5.4 The Walls, Panels and wall sides affected by this scope of work will be

- A. Wall 4, Side A, Panel 3 (e.g. 4A-P3), 5A-P1, 5A-P2, 5A-P3, 6A-P1, 6A-P2 and 6A-P3 per Appendix A
- B. Wall 4A-P3 has twenty-three (23) engraved names, with space for sixty-eight (68) additional spaces with existing border outline; contractor will engrave the remaining sixty-eight (68) per Appendix C
- C. Walls 5A-P1, 5A-P2, 5A-P3, 6A-P1, 6A-P2 and 6A-P3 require 546 name engravings with a 1/16 inch border outline per Appendix C

5.5 If differences occur between the plans and specifications, specifications shall take precedence

5.6 Site Visit

- A. A site visit will be held allowing the contractors to view the Walk of Honor Memorial with a member of the VA Public Affairs Office (PAO).
- B. The contractor must provide a granite sample of their work at no cost to the government. The sample may be provided during the site visit. If the sample is not provided during the site visit, please send the sample to:

Anthony Santoya
Public Affairs Service / Media Section
559-225-6100 x4364

5.7 Contractor shall take all measures and provide all material necessary for protecting existing monuments, concrete, and landscaping in affected areas of work against damage, dust and debris, so that affected areas will not impact or hinder access to the rest of the Walk of Honor

5.8 Contractor is responsible for cleaning affected area removing trash and waste materials offsite at the end of each work day

5.9 The contractor is required to meet with the VA PAO representative before commencing work.

Section 6: Attachments

Attachment #1 Appendix A

Attachment #2 Appendix B

Attachment #3 Appendix C

Attachment #4 Wage Determination 15-5609 (rev 1) Fresno