

PHARMACY DOORS
Project No: 671-16-106
SCOPE OF WORK

OVERVIEW

Provide all labor, materials, tools and equipment, construction and controls programming services necessary for the operation of the pharmacy doors within the VA South Texas Health Care System.

The purpose of the project is to correct a Joint Commission deficiency to allow one-motion egress in the Pharmacy. This scope of work will cover 14 doors total, located at ALMD Medical Center and its outpatient clinics (*refer to attachment 1*). This work shall be completed within 45 days of NTP.

Installation shall comply with the VA specifications and VA design guides, all applicable city, county, state and federal regulations, codes and OSHA standards.

Contractor shall also comply with Infection Control Risk Assessment.

GENERAL REQUIREMENTS

- a. Prior to bidding the contractor shall conduct a site visit to verify site conditions and current electronics' operation and programming. Among this, the current operation of the pharmacy doors, and the intended operation.
 - i. Confirm plan with plan of action with COR prior to start at each location.
- b. Contractor need to verify all amounts. If there is a discrepancy in the amounts provided and or any condition affecting work shall be brought to the attention of the VA Representative before proceeding with the work.
- c. O&M Manuals, programming, testing and commissioning are required.
- d. Normal hours of operation for VA sites are 8:00AM to 4:00 PM Monday through Friday except for Federal Holidays. If the Contractor desires to work on Saturday, Sunday, holidays, or outside the project site's normal working hours the contractor must submit a written request for approval to the VA-COR at least five (5) working days prior to the proposed start of such work.
- e. All work shall be coordinated with the COR to ensure the normal pharmacy operation and security is not impacted.
- f. On-site staging WILL NOT be provided in VA premises.
- g. There will be NO contractor parking allowed on the VA campus.
- h. Demolition and renovation shall take place with minimal disruption to adjacent work spaces.

- i. Any item damage during removal is the contractor's responsibility to replace with no additional cost to the government.
- j. Contractor will coordinate all work with existing work to remain and existing conditions.
- k. All work shall be in accordance with VA specifications. All costs shall be included in the base bid. All work shall be coordinated with the VA prior to any demolition work being performed.
- l. Warranty: Contractor shall provide a minimum three (1) year warranty, unless specified otherwise in the specs, from both the manufacturer and installer including parts and labor to include normal, premium or holidays hours.

SPECIFIC REQUIREMENTS

- a. Provide and submit to COR for approval a detailed Plan of Action for each pharmacy door before starting work on each of the doors.
- b. Work to be done:
 - i. The contractor needs to remove the card reader **on the inside**, and replace it with a motion sensor. Motion sensor to be similar or equal to existing one (Bosch DS160 Series) at the outpatient pharmacy. Confirm overhead location with COR prior to install.
 - ii. All associated un-used cabling to be removed.
 - iii. Contractor shall provide stainless steel plate covers adequate to cover existing boxes in the walls.

PROGRAMMING REQUIREMENTS

- a. The contractor shall be responsible for the electronics re-programming of the door and its components. The contractor shall submit the programming sequence to the COR for approval before commencing any work.
- b. Programming sequence of operation:

Coming into pharmacy from outside:

- Credentials (card reader and key-pad)
 - Electronic release of mag lock
 - Electronic release of striker.

Exiting the pharmacy:

- One motion egress
 - Overhead sensor releases mag-lock only.
 - Turning the door handle will open door.

Fail mode requirements:

- Striker shall fail SECURE.
- Mag-locks shall fail SAFE.

- In case all the electronics fail or malfunction and mag lock is not released by sensor, *the push button will override everything to allow safe exit.*

ADDITIONAL REQUIREMENTS

- Housekeeping** - Accumulation of trash, paper, wood shavings, sawdust, excelsior, boxes and other packing materials will be cleaned up as often as necessary and at the end of each work day.
- False Alarms** – Fire Department response fees for false alarms caused by the contractor will be paid by the contractor. To avoid this, dust covers for smoke detectors and alarms are required to be used while construction work is ongoing. These covers shall be removed at the end of the construction work shift to keep them operational.
- Fire Watch** - Provide fire watch for impairments more than 4 hours in a 24-hour period. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with COR and facility safety officer. All existing or temporary fire protection systems (fire alarms, sprinklers) located in construction areas shall be tested as coordinated with the medical center. Parameters for the testing and results of any tests performed shall be recorded by the medical center and copies provided to the COR.
- Smoking** is strictly prohibited in all facilities, near flammable liquids, highly combustible materials. Smoking is only authorized in designated smoking areas.
- Security** – Contractors will wear security badge in plain sight above the waist at all times. Contractors found without a badge will be immediately removed from VA property by VA Police.
- Parking** – Contractor vehicles found parked in VA parking lots will be issued a United States District Court Violation Notice and immediately removed and banned from VA property.
- Tuberculosis (TB)** – Contractor is responsible for ensuring that if contracted construction worker(s) have been determined to be at risk for transmission of TB based upon the TB pre-construction risk assessment. The contractor must provide written certification, **within 24 hours** upon request, to the COR that all contract employees assigned to the work site have had a pre-placement tuberculin screening within 90 days prior to assignment to the work site and been found to be free of active TB. Refer to the contract documents for this requirement.
- OSHA 10 & 30 -Hour Training Course** – All construction workers are required to have the OSHA 10-hour Construction Safety training certification. The construction safety manager and/or superintendent shall have the 30-hour Construction Safety course certification. Proof of certification shall be on site at all times.
- Infection Control (IC) and Safety**– All contractors, construction workers and COR's

must attend the Infection Prevention training every fiscal year. All construction workers shall have a current IC training sticker attached to their badges at all times. If this requirement is not met, workers will be removed from construction site. Refer to construction documents for additional information.

Construction sign and copy of IC permit (attached) shall be posted in project site at all times. All IC and dust control measures shall be implemented at all times.

All fire and smoke wall penetrations shall be fireproofed according to corresponding wall rating. These shall be through a sleeve and sealed with fire barrier compound to be approved by VA.

- j. All construction and installation work shall comply with VA specifications for material and workmanship, NEC, NFPA and all applicable city, county, state, and federal regulations and codes and OSHA standards. Refer construction drawings and specs for requirements.
- k. All incidental work associated with the installation and construction works in the exterior and interior of the building shall be included in the base bid.
- l. Conduct work as to interfere as least as possible with facility operations. All coordination for utilities shutdown shall be coordinated at least 72 hours prior to event with COR. For major utility system shutdowns, coordination shall be done at least 2 weeks in advance.

GENERAL REQUIREMENTS FOR PRIVACY INFORMATION:

- a. Information Systems Officer, Information Protection: The contractor will not have access to VA Desktop computers nor will they have access to online resources belonging to the government while conducting services.
- b. Privacy Officer: The contractor will not have access to Patient Health Information (PHI) nor will they have the capability of accessing patient information during the services provided to the VA.
- c. Records Manager: There will be no federal records created, maintained, used or dispositioned with this contract; regardless of format [paper, electronic, etc.] or mode of transmission [e-mail, fax, etc.].