

SCOPE OF WORK

1. Project Data:

- A. Title: Upgrade Nurse Call Building 403**
- B. Location: Building 403, VA Medical Center, Tomah WI**
- C. Project No.: 676-17-002**
- D. COR: Nicholas Perna**
- E. Time requirement: 120 Days from Notice to Proceed**

2. Project Scope of Work

- A.** Removal of the existing, outdated Nurse Call system on the 2nd and 3rd floors of Building 403 (B403), with the exception of the existing nurse calls in bathrooms and cabling
- B.** Removal of the server, switches, and power distribution center (PDC) in Room 3378 of B403
- C.** Furnish, install, and program an upgraded Hill-Rom NaviCare Nurse Call (NNC) system on the 2nd and 3rd floors of B403 including applicable hardware such as nurse-stations, Centrak stars, virtual walls, Audio Station Bed Connector (ASBC), Entertainment Package Jumpers, etc. Connections shall be made with the existing nurse call backbone
- D.** Furnish and install an IT rack (to house network switches) in the cage of Room 3378
- E.** Furnish network switches with dual power supplies for Room 3378 of B403. Switches must meet UL 1069 and VA network requirements
 - i.** VA IT department to install and configure/program network switches
- F.** Pull CAT6 cables from existing bathroom nurse calls to appropriate room board
- G.** Re-terminate existing cables. Certify all new and existing cables (after completing re-termination)
- H.** Repair, patch, and finish all drywall to match existing, as necessary

- I. Provide NNC training to staff
- J. Legacy hardware components removed shall be recycled with the exception of the following items to be retained and delivered to the Electronics Shop of the Tomah VA Medical Center:
 - i. Server
 - ii. Client station
 - iii. Power Distribution Center
 - iv. DXP Backup Battery
- K. All work shall be performed in accordance with (IAW) OSHA safety requirements, VAMC standards, project drawings and specifications
- L. Contractor shall have superintendents on site while construction is occurring. Superintendent shall have authority over subcontractors and shall have written authority to do so by the prime contractor
- M. Contractor shall perform work so as to minimize any system downtime, and minimize disruption to clinical staff and residents
- N. Contractor will plan to work around inpatient resident care while following infection control guidelines set forth by regulations and local infection control Infection Control Risk Assessment / Pre-Construction Risk Assessment (ICRA/PCRA) to include dust mitigation procedures/equipment and cleaning procedures.

3. Construction Notes:

- A. Any system outages shall be coordinated through COR, nurse managers and other applicable staff at least 48 hours in advance of the date the outage is to occur.
- B. Site Visit: it is strongly suggested and expected that the contractor shall inspect the site where services are to be performed to fully understand the conditions under which the work is to be performed.
 - i. The contractor should conduct a site visit to satisfy themselves regarding all general and local conditions that may affect the cost of contract performance, to the extent that the information is reasonably obtainable.
 - ii. Contractor failure to pre-inspect shall not constitute grounds for a claim after contract Award.
 - iii. The site visit will be held at a date and time agreed upon between the contractor and COR.
 - iv. For an appointment please contact the Contracting Officer.

4. Government Security:

- A.** VA Handbook 6500.6 Appendix B; VA Information and Information Technology Security Clause 852.273-75 – SECURITY REQUIREMENTS FOR UNCLASSIFIED INFORMATION TECHNOLOGY RESOURCES.
“The contractor, their personnel, and their subcontractors shall be subject to the Federal laws, regulation, standards, VA Directives and Handbooks regarding information and information system security as delineated in this contract.” (END OF CLAUSE)
- B.** VA Handbook 6500.6 Appendix C; VA INFORMATION AND INFORMATION SYSTEM SECURITY/PRIVACY LANGUAGE FOR INCLUSION INTO CONTRACTS, AS APPROPRIATE
- i.** GENERAL; “Contractors, contractor personnel, subcontractors, and subcontractor personnel shall be subject to the same federal laws, regulations, standards, VA Directives and Handbooks as government personnel regarding information and information system security”.
 - ii.** ACCESS TO VA INFORMATION AND VA INFORMATION SYSTEMS
 - 1.** A contractor/subcontractor shall request logical (technical) or physical access to VA information and VA information systems for their employees, subcontractor and affiliates only to the extent necessary to perform the services specified in the contract, agreement, or task order.
 - 2.** All contractors, subcontractors, and third-party servicers and associates working with VA information are subject to the same investigative requirements as those of VA appointees or employees who have access to the same types of information. The level and process of back ground security investigations for contractors must be in accordance with VA Directive Handbook 0710, Personnel Suitability and Security Program. The Office for Operations, Security, and Preparedness is responsible for these policies and procedures.
 - 3.** Information made available to the contractor or subcontractor by VA for performance or administration of this contract or information developed by the contractor/subcontractor in performance or administration of the contract shall be used only for those purposes and shall not be used in any other way without the prior written agreement of the VA. This clause expressly limits the contractor/subcontractor's rights to use data as described in Rights in Data - General, FAR 52.227-14(d) (1).
 - 4.** The contractor/subcontractor must receive, gather, store, back up, maintain, use, disclose and dispose of VA information only in compliance with the terms of the contract and applicable Federal and VA information confidentiality and security laws, regulations and policies. If Federal or VA

information confidentiality and security laws, regulations and policies become applicable to the VA information or information systems after execution of the contract, or if NIST issues or updates applicable FIPS or Special Publications (SP) after execution of this contract, the parties agree to negotiate in good faith to implement the information confidentiality and security laws, regulations and policies in this contract.

5. The contractor/subcontractor shall not make copies of VA information except as authorized and necessary to perform the terms of the agreement or to preserve electronic information stored on contractor and /or subcontractor electronic storage media for restoration in case any electronic equipment or data used by the contractor/subcontractor needs to be restored to an operating state. If copies are made for restoration purposes, after the restoration is complete, the copies must be appropriately destroyed.
6. The contractor or subcontractor must notify the Contracting Officer immediately when an employee working on a VA system or with access to VA information is reassigned or leaves the contractor or subcontractor's employ. The Contracting Officer must also be notified immediately by the contractor or subcontractor prior to an unfriendly termination.
7. If VA determines that the contractor has violated any of the information confidentiality, privacy, and security provisions of the contract, it shall be sufficient grounds for VA to withhold payment to the contractor or third party or terminate the contract for default or for cause under Federal Acquisition Regulation (FAR) part 12.